

**BUSINESS AFFAIRS COMMITTEE**

**Thursday, October 15, 2015**

**Fisher Student Center**

**Masonboro Island Room 2011**

**1:00 p.m.**

**MINUTES**

Members present:

Mr. Ronnie McNeill, Chair  
Ms. Wilma Daniels  
Mr. Michael Drummond  
Ms. Gidget Kidd  
Mr. Christopher Leonard  
Mr. Maurice Smith

Chairman of the BOT:

Mr. Michael Shivar

Representing the University:

Dr. Rick Whitfield, Vice Chancellor for Business Affairs

Guests: Dr. Zito Sartarelli, Ms. Agnes Beane, Ms. Hank Miller, Mr. David Donaldson, Mr. Mark Morgan, Ms. Sharon Boyd, Dr. Rosalynn Martin, Mr. Carey Gibson, Ms. Sara Thorndike, Ms. Roberta LaSure, Ms. Stefanie Powell, Mr. John Scherer, Ms. Pat Leonard, Mr. Mark Lanier, Maj. Chris Bertram, Mr. Steve Miller, Ms. Kara Farmer, Mr. William Wetherill, Ms. Dana Harris, Ms. Ann Glossl, Ms. Liz Grimes, Ms. Cindy Hucks, Dr. Mike Walker, Mr. Dave Ulaszek, Ms. Carol Strickland, Ms. Lisa Seifert, Dr. Brian Victor, Mr. Stan Harts, Ms. Nancy Spirakis, Ms. Andrea Weaver, Mr. Peter Groenendyk, Dr. Rebecca Caldwell, Dr. Andy Mauk, Ms. Jennie McNeilly, Ms. Ann Freeman, Mr. Bradley Ballou, Ms. Janet Alexander and Ms. Betty Sue Smith

The Business Affairs Committee of the UNCW Board of Trustees met on Thursday, October 15, 2015 at 1:00 p.m. in the Fisher Student Center – Masonboro Island Room 2011. Mr. Ronnie McNeill, Chairman, called the meeting to order and read the required ethics statement from the State Ethics Act. No conflicts were identified.

Chairman McNeill asked the committee members to take a few moments to review the minutes of the July 16, 2015 meeting. Mr. McNeill asked if there were any corrections to the minutes. Mr. Leonard made a motion “**to approve the minutes of July 16, 2015 meeting as presented,**” Mr. Drummond seconded the motion and the motion carried.

Chief David Donaldson was called on to present highlights from the 2015 Annual Security Report and the Annual Fire Safety Report, for the fiscal year ending June 2015. He explained that the Annual Security Report is an institutional responsibility prescribed by federal regulation. The Annual Security Report is prepared with the involvement of several offices and departments across campus. This report includes crime statistics for the 2014, 2013, and 2012 calendar years and information about certain institutional policies. Current and prospective students and

employees are notified that the report is available and published on the police department's website. Crime and enforcement statistics are reported to the U.S. Department of Education.

In reviewing the crime statistics he explained that the campus continues to experience low rates of crime. Many colleges and universities across the country are publishing record high reports of sexual assaults. Such trends are generally associated with increased awareness, clarification, and education efforts regarding reporting requirements.

This past year, there were fewer incidents meeting the criteria of Burglary, which accompanied clarification on reporting requirements provided by the U.S. Department of Education.

In reviewing enforcement categories he noted that marijuana, second to alcohol, continues to be the drug most frequently encountered on campus. UPD infrequently encounters other drugs.

2014 was the first full year of reporting circumstances associated with Domestic Violence, Dating Violence and Stalking. As such, trend data is being populated.

Mr. Leonard made a motion **“for university management to provide members of the committee information on programs in place to address the increases in specific categories of crime statistics, particularly sex offenses and alcohol violations, in order for trustees to be more informed to respond to inquiries to this data reported nationally.”** Ms. Kidd seconded the motion and the motion carried.

In reviewing the Annual Fire Safety Report he noted that the Fire Safety Report is prepared by the Department of Environmental Health & Safety and applies to residence halls. It requires reporting of building construction, fire protection systems, drills, and other items specific to the residence halls. Select accomplishments include updating the police department's fire alarm response policy, collaboration with the Wilmington Fire Department on fire safety programming and education, and evaluation of the University's central alarm reporting system for best practices.

There were two reportable fires in on-campus housing this past year. Both were grease fires associated with cooking. One resulted in limited damage, the other involved a resident student receiving minor burns.

Cooking alarms accounted for more than 60% of nuisance alarms in campus housing. Secondary causes were mechanical or detector lifecycle expiration. Alarms caused by e-cigarettes are on the rise. In closing, Chief Donaldson stated federal reporting requirements are broad and complex. Jim Koebel has joined the Office of General Counsel giving special attention to compliance. Recruitment is underway for a Title IX and Clery Compliance Officer, which was one of the recommendations of the Campus Security Initiative from UNC General Administration. The campus benefits from strong campus collaborations – visible in low crime rates and mechanisms designed to monitor trends.

Chairman McNeill called on Mr. Mark Morgan, Interim Vice Chancellor – Facilities, to provide a Construction update:

**(OSPREY HALL) - S&BS-Social and Behavior Science Renovations:**

The Osprey Hall (S&BS) renovation is complete and classes began in the building on schedule for the fall semester. The disciplines teaching in the facility now include Anthropology, Biology, Geology & Geography, and Math & Statistics. The project had 13% HUB participation.

### **HUB Dining Facility:**

This design on the HUB dining facility is progressing well. The building will include multiple dining choices and many modern conveniences to serve the students. The building will be heated and cooled through a geothermal heat pump arrangement and will have many other sustainable features. We anticipate beginning construction site work as early as December 2015 with estimated completion during the Fall 2016 semester.

### **Athletic and Recreational Master Plan Update:**

The Outdoor Fields and Facilities Enhancement Plan are moving forward.

#### **Outdoor Fields Enhancement – Phase I (Field and Lighting Improvements)**

The lighting phase is awaiting award from Purchase & Contract in Raleigh. If approved, the installation of the lighting components is anticipated to begin later this month. The start date for Field Improvements will be in November 2015 with an estimated completion in February 2016.

#### **Outdoor Fields Enhancement – Phase II (Bathroom Facilities)**

Construction of building 4D began in July and will be complete in December 2015. Completion of buildings 7C and 7D will follow in January and February 2016.

### **Softball/Baseball Indoor Practice & Batting Facility:**

Design for this project is underway. This is a philanthropically funded project; fund raising efforts for the construction phase are in progress.

### **Softball Facility Improvements – Gift in Place:**

The Softball Facility Improvements project is donor funded. The dugout replacement phase was recently completed in time for the beginning of the softball team's fall schedule. The Press Box and Bleacher replacement phases are estimated to begin 2016 and 2017 respectively.

### **Performance Contract II:**

The scope of Performance Contract II consists of Guaranteed Energy Savings Measures affecting 20 academic buildings. The results of initial financial RFP were in excess of the approved financial requirements of the project. The scope of work was adjusted to make the package more attractive to lenders. The revised RFP has just been released and

the proposals are due later this month to be followed by the university's request for approval from COS (Council of State) in December 2015. If approved, the contract will be executed in January 2016. The construction phase will begin in February 2016 and end August of 2017; the guarantee ends August, 2037.

Chairman McNeill called on Vice Chancellor Whitfield for the Vice Chancellor's update. He provided an update on legislative actions related to the Fiscal Year 2016 budget. He reported that the Board of Governors will consider the budget for approval at the October 29 and 30 meetings. Once approved, the Office of State Budget and Management will certify the budget in November. The University's State Appropriations are projected to increase to \$112.9 million from \$101.1 million dollars. The key increase is from the Enrollment Growth increase from the RN to BSN program in the College of Health and Human Services. Vice Chancellor Whitfield then briefed the committee on projected tuition revenues for Fiscal Year 2016 based on Fall enrollment and updated the committee on the progress in Information Technology Services, specifically the Broad Band Upgrade, the search for the Chief Information Officer and the formation of the Campus-Wide Information Technology Advisory Council.

There being no further business, the meeting was adjourned.