

BUSINESS AFFAIRS COMMITTEE

Thursday, April 21, 2016

Fisher Student Center

Masonboro Island Room 2011

1:30 p.m.

MINUTES

Members present:

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

Representing the University:

Dr. Rick Whitfield, Vice Chancellor for Business Affairs

Guests: Dr. Zito Sartarelli, Mr. David Donaldson, Mr. Mark Morgan, Ms. Sharon Boyd, Dr. Rosalynn Martin, Ms. Sharyne Miller, Ms. Sara Thorndike, Ms. Roberta LaSure, Ms. Nancy Spirakis, Ms. Cindy Hucks, Mr. Mark Lanier, Mr. Steve Miller, Ms. Stefanie Powell, Ms. Heather Iannucci, Ms. Leslie Hudson, Mr. Stan Harts, Ms. Lisa Seifert, Ms. Ann Glossl, Dr. Brian Victor, Mr. Peter Groenendyk, Ms. Dana Harris, Mr. Dave Ulaszek, Ms. Liz Grimes, Ms. Kat Pohlman, Ms. Katrin Wesner, Mr. Brian Dailey, Ms. Panda Powell, Ms. Kristy Burnette, Mr. Zach Mitcham, Ms. Ann Freeman, Major Chris Bertram, Captain Todd Curry, Ms. Janet Alexander and Ms. Betty Sue Smith

The Business Affairs Committee of the UNCW Board of Trustees met on Thursday, April 21, 2016 at 1:30 p.m. in the Fisher Student Center – Masonboro Island Room 2011. Mr. Ronnie McNeill, Chair, called the meeting to order and read the required ethics statement from the State Ethics Act. No conflicts were identified.

Chair McNeill asked if there were any corrections to the minutes of January 14, 2016. Mr. Drummond made a motion to **“approve the minutes of January 14, 2016 as presented”**. Mr. Leonard seconded the motion and the motion carried.

Chair McNeill called on Vice Chancellor Whitfield to present on the 2008 COPs Refunding Opportunity. The university seeks to advance refund its 2008 Certificates of Participation (COPs) of \$56.4 million related to student housing and parking projects with Limited Obligation Bonds (LOBs). The target closing will be early July 2016. The university entered into lease and use agreements with the UNCW Corporation, a corporation created to construct the projects, finance the construction and issue the debt. After discussion, Ms. Kidd made a motion to **“approve the resolution to authorize, approve and confirm the Transaction Documents and grant general authority to the Chancellor and Vice Chancellor of Business Affairs to take actions necessary to execute and deliver the Transaction Documents.”** The Transaction Documents include:

- Amendment of the Use Agreement
- Supplemental Indenture, Deed of Trust Extension and Purchase Contract
- Preliminary Official Statement

Mr. Drummond seconded the motion and the motion carried.

Dr. Rosalynn Martin, Associate Vice Chancellor – Human Resources, presented the 2016 UNCW Management Flexibility Report for fiscal year 2014-15. Pursuant to Section 600.3.4 C.3.b., the Board of Trustees of UNC Wilmington delegates to the Chancellor under its proposed institutional plan for management flexibility authority to establish salary ranges for applicable positions. This delegation requires the Chancellor provide to the Board of Trustees of UNC Wilmington an annual summary of the personnel actions covered by its management flexibility agreement. After discussion, Mr. Leonard made a motion to “**approve the 2016 UNCW Annual Management Flexibility Summary for fiscal year 2014-15**”. Ms. Kidd seconded the motion and the motion carried.

Dr. Martin presented the executive summary of the 2016 UNCW Equal Employment Opportunity and Affirmative Action Plan. The plan is presented for informational purposes and to provide an overview of the plan and document progress towards achieving parity with labor market availability.

The Employment of Related Persons (Anti-Nepotism) Report was reviewed by Dr. Martin. As required in UNCW’s 08.190 Employment of Related Persons (Anti-Nepotism) Policy, Human Resources is responsible for reporting to the Board of Trustees cases in which the policy was invoked during the preceding year.

Academic Affairs:	15 cases
Business Affairs:	1 case

Approved management plans ensuring compliance with the policy for each case are on file in Human Resources.

Mr. Mark Morgan, Interim Associate Vice Chancellor – Facilities, provided an update on construction projects.

Allied Health Facility:

The Allied Health Facility is awaiting advanced planning authority which allows the University to move forward with the design team solicitation process. The estimated advanced planning start date is in the Fall of 2016. The design schedule is estimated to take place 2017/2018 with an estimated construction period 2018-2020.

HUB Dining Facility:

This design of the HUB dining facility is progressing well and preliminary site development has begun. The building will include multiple dining choices and modern

and sustainable features to serve the students. We anticipate building construction to begin in May with an estimated completion around the end of the calendar year.

Athletic and Recreational Master Plan Update:

The Outdoor Fields and Facilities Enhancement Plan continues to progress.

Outdoor Fields Enhancement

Phase IA, Lighting Improvements

Construction on the new LED site lighting began in October, 2015 and is now complete. Due to concerns regarding the use of crumb rubber infill (recycled tires) for the artificial turf, the artificial turf profile has been modified to utilize natural infill materials. As well, the NC Department of Environmental Quality (NCDEQ formerly NC DENR) revised its storm water requirements providing a positive impact to the project. As a result of these changes, the project is being rebid. We anticipate the natural field construction activities to begin in late May and the artificial field installations to begin in July.

Outdoor Fields Enhancement

Phase II, Bathroom and Field Support Facilities: Building 4D

Construction of Building 4D has been completed. Historically Underutilized Business (HUB) participation was 100% Minority Business Enterprise (MBE).

Outdoor Fields Enhancement

Phase II Bathroom and Field Support Facilities – Building 7C

Preliminary site work is complete (water, sewer, etc.) Some redesign was necessary to address programmatic needs and budgetary concerns as well as a re-review of the storm water impact. The contract has been awarded with 100% HUB MBE participation. Construction of the building proper will begin later this spring with an estimated completion during the summer of 2016.

Performance Contract II:

The scope of Performance Contract II consists of Guaranteed Energy Savings Measures affecting 20 academic buildings at a cost of \$6.8M. COS (Council of State) approved the debt service in December, 2015 and the contracts were executed subsequently in December as well. The construction phase is underway and will continue through August, 2017; the savings guarantee ends February, 2034. (16.5 years).

Men's Basketball Locker Room Renovation:

The philanthropically funded renovation began in November 2015 and is complete barring the final punch-list items.

Baseball Bleachers Renovations:

Renovations to the wooden clad bleachers at Brooks Field began in late December 2015 and construction completed prior to opening day in February. (Note, the soccer stadium will undergo similar renovations during summer 2016.)

Softball/Baseball Indoor Practice & Batting Facility:

The Softball/Baseball Indoor Practice & Batting Facility project is in the Design Development phase. The estimated construction schedule will be determined once the fund raising for the project is complete.

Softball Facility Improvements – Gift in Place:

The Softball Facility Improvements – Gift in Place: The field improvements and dugout construction are complete. The training facility will be constructed during the summer of 2016 and the Press Box and Bleacher Expansions projects are anticipated to move forward in 2017.

Baseball Game Day Hitting Facility:

The philanthropically funded Baseball Game Day Hitting Facility is under construction with an estimated completion date in April/May, 2016.

Chair McNeill called on Sharon Boyd, Associate Vice Chancellor – Business Services, to present the annual sustainability report. She introduced Mr. Stan Harts, the Chief Sustainability Officer and EH&S Director, and Ms. Kat Pohlman, the Sustainability Coordinator for UNCW. Annual accomplishments were reviewed including energy conservation measures, completion of the Sustainability Tracking Assessment and Rating System (STARS) with a silver ranking from the Association for the Advancement of Sustainability in Higher Education (AASHE) and the institution of the Green Initiative Fund (TGIF) student fee, a \$10 per student per year fee that has helped fund staffing, student and faculty mini-grants, education as well as larger scale long term projects.

Ms. Sharon Boyd presented on Business Services Initiatives – Making Services more Accessible. Three prime examples were given to show how services change to meet changing student expectations. First, Teal Meals have given students access to their meals in all locations which allows them to use more of the meals they have paid for. That in turn equates to better value from their meal plan. The second example is Easy Mobile Ordering. Ordering online with the Tapingo app means a student can place an order by phone, walk to the location, and it's ready to pick up. The ease of ordering resulted in quick acceleration of Tapingo use, which is expected to grow even faster over the next year. The third example is transportation and parking, where students place high value on safety and convenience. Students have increased their use of the point-to-point night shuttle service. Students are also allowed to park in prime locations day or night, with the addition of solar-powered pay stations. Auxiliary Services uses a social media tracking system to learn student expectations. Business partnerships allow auxiliary services to make fast improvements that students will recognize and benefit from.

Vice Chancellor Rick Whitfield provided an update on important areas:

- S&P Debt Rating Upgrade to A from A-, with a continuing stable outlook,
- The FY 2015-16 Projected Tuition Revenue,
- The FY 2016-17 Enrollment Growth and Tuition and Fees,
- The FY 2016-17 Budget Reduction, and the
- FY 2016-17 Board of Governor Budget Priorities

There being no further business, the meeting was adjourned.

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