

REGULAR MEETING OF THE BOARD OF TRUSTEES OF WESTERN CAROLINA UNIVERSITY

Room 510, H.F. Robinson Building

September 5, 2014

The Board of Trustees of Western Carolina University met in regular session on September 5, 2014 in Room 510 of the H.F. Robinson Building. The meeting was called to order at 9:30 a.m. by Chairman Williams.

ATTENDANCE

The following members of the Board were present: Mrs. Williams, Mr. Townsend, Mrs. Battle, Mrs. Coward, Mr. Broadwell, Mrs. Kaemmerling, Mr. Whipkey, Mr. Byers, Mr. Drake, Mr. Lupoli, Ms. Dugan, Mr. Little, and Mr. Messer.

Others present: Chancellor Belcher; Provost Morrison-Shetlar; Vice Chancellors Edwards and Miller; Dr. Wargo, Chief of Staff; Dr. Owl-Smith, Alumni Association President; Ms. Wong, Human Resources Director; Mrs. Ashe, Events Coordinator; Ms. Woody, Budget Officer; Mr. Jeremy Morrison, Smoky Mountain News Reporter; Mr. Studenc, Senior Director of News Services; Mr. Miller, Associate Vice Chancellor for Development; Ms. Lochner, General Counsel; Mr. Fowler, CIO; Mr. Eaton, Athletic Director; Mr. Rathbone, Staff Senate Chair; and Ms. Welch, Assistant Secretary to the Board of Trustees.

ELECTION OF OFFICERS

Mrs. Williams called for nominations for Chair of the Board. **Mr. Broadwell nominated Teresa Williams for Chair of the Board of Trustees. The nominations were closed with one nominee. Mrs. Williams was elected Chair of the Board of Trustees by acclamation.**

Mrs. Williams called for nominations for Vice Chair of the Board. **Mrs. Kaemmerling nominated Ed Broadwell for Vice Chair of the Board of Trustees. The nominations were closed with one nominee. Mr. Broadwell was elected Vice Chair of the Board of Trustees by acclamation.**

Mrs. Williams called for nominations for Secretary of the Board. **Mrs. Battle nominated Pat Kaemmerling for Secretary of the Board of Trustees. The nominations were closed with one nominee. Mrs. Kaemmerling was elected Secretary of the Board of Trustees by acclamation.**

ETHICS STATEMENT

Mrs. Williams read the following: "As Chair of the Board of Trustees, it is my responsibility to remind all members of the Board of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this Board of Trustees' meeting. If any Board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time."

There were no conflicts disclosed.

APPROVAL OF MINUTES

Mr. Drake moved that the minutes of the June 6, 2014 regular meeting and the minutes of the July 7, 2014 Special Telephone Meeting of the Executive Committee be approved. Mr. Messer seconded the motion, and it was approved unanimously. (MINUTES ON FILE WITH MINUTES MATERIALS IN TAB B)

COMMENTS FROM CHANCELLOR BELCHER

Chancellor Belcher stated that the enrollment is at 10,382 and the retention rate is at 78%. He added that Western Carolina is a destination campus.

Chancellor Belcher reported that the Board of Governors will be coming to Western Carolina September 10-12 in recognition of our 125th anniversary. This is a rare opportunity to showcase our university. Dr. Belcher went over the schedule for their visit and specifically recognized Dr. Wargo and Ms. Welch in their efforts to lead a small army to make the upcoming visit successful.

Dr. Belcher handed out information on the System Efficiency and Effectiveness Metrics. The metrics will determine State budget allocations or cuts. He mentioned that we received credit for good achievement on four of the metrics and explained what they mean. He said that he will go into detail at future meetings.

Chancellor Belcher talked about the Campus Security Report. He stated that, in light of security challenges at campuses around the country during the recent years, the increasing attention the topic of campus security has attracted at the federal level, and, most importantly, the responsibility which campuses have to ensure safety and security, the System undertook a major study last year on campus security. He added that the result is a significant report with a number of recommendations for the UNC System. Dr. Belcher said he was happy to say that WCU is already ahead of the game on some of these recommendations – Clery Coordinator, for example. However, there are a number of recommendations which we will need to integrate into our operation, and they are not all budget-neutral. He reported that the UNC System is looking for ways to secure funding to assist. This is an important topic, and it is increasing in prominence among our priorities.

Dr. Belcher spoke about the Compliance Officer and Chief Diversity Officer positions. As we noted at the June meeting, one of WCU's budget priorities this year has been the establishment of a compliance officer who will coordinate compliance with federal, state, and System-level policies and regulations. This issue also aligns with the priorities which have been articulated. We have made the decision to transfer the Title IX responsibilities currently handled by Henry Wong, our Director of Equal Opportunity and Diversity Programs, to the new Compliance Officer. Dr. Wong's position will be redefined as our Chief Diversity Officer. Diversity is certainly a Western Carolina value, but it is one which needs greater focus and attention.

Dr. Belcher mentioned that he has been invited to participate in a day-long brainstorming session about the future of education in NC. As a result of that session, the Chancellor has been asked to co-chair, with Senator Jeff Tarte, Senator Josh Stein, and the President of Richmond Community College, a working group on University faculty and staff – really about recruiting and retaining talent. This is a great opportunity for Western Carolina University. The work is to be done by November with plans for a blueprint to be completed in time to approach the General Assembly when they convene in the new year.

Dr. Belcher stated that the Big Birthday Bash for the 125th Anniversary Celebration was held in August and that the grand finale, "It's a Wrap" will be held on December 5. Thanks to Mrs. Kellie Monteith, Dr. Melissa Wargo, and their incredible team for making this year of celebration successful.

COMMENTS FROM CHAIR

Mrs. Williams thanked the Chancellor for all of the efforts WCU is making to showcase itself. She thanked Ms. Wong for the opportunity for the Board to take part in Employee Appreciation Day. The division reports were fabulous and she thanked everyone for these reports. She thanked Ms. Dugan for hosting us in Cherokee for the retreat. The committee assignments for the coming year will remain the same.

REPORT OF THE ACADEMIC AFFAIRS AND PERSONNEL COMMITTEE

Mr. Townsend stated that the committee had stimulating and interesting discussions. Mr. Townsend mentioned that one of the items highlighted was the \$1000 salary increase for all SPA employees. The university is trying to identify funds to provide the same increase for faculty and EPA non-faculty. Other items of special interest are the change from 10 years to 5 years to be vested in the state retirement program; the addition of special annual bonus leave for all full time employees; and the increase in tuition and fee waiver from 2 to 3 classes per academic year for employees.

Mr. Townsend updated the Board on the LIFE@WCU program. This is a lifelong education program specifically designed to provide learning opportunities to adults ages 50 and over with non-credit educational programs led by current and retired faculty and staff and educators from around the region.

REPORT OF THE ADMINISTRATION, GOVERNANCE, AND TRUSTEESHIP COMMITTEE

Mrs. Kaemmerling made a motion on behalf of the committee to approve the WCU Gift Naming Opportunities: Guidelines and Operating Principles. It was approved unanimously. (THE WCU GIFT NAMING OPPORTUNITIES: GUIDELINES AND OPERATING PRINCIPLES ON FILE WITH MINUTES MATERIALS IN Tab D-2)

Mrs. Kaemmerling asked Mr. Whipkey to give a report on behalf of the Student Government Association. (SGA REPORT ON FILE WITH MINUTES MATERIALS)

Mrs. Kaemmerling provided an update on repair and improvement at the Chancellor's residence. Facilities Management does an annual inspection prior to the Board of Trustees walk-through inspection. Any new findings will be added to the inspection list. The Chancellor's residence ad hoc committee, Pat Kaemmerling, Grace Battle, and John Lupoli, toured the residence and made note of items needing repair as well as areas for potential improvement.

REPORT OF THE FINANCE AND AUDIT COMMITTEE

Mr. Broadwell moved on behalf of the committee approval of the 2014-2015 Internal Audit Plan. The audit plan is based on a University-wide risk assessment conducted by the Internal Auditor. Audits for this year will include financial audits, performance/operational audits, investigative audits, compliance audits and follow up audits on previous audit activity. **It was approved unanimously.** (INTERNAL AUDIT PLAN ON FILE WITH MINUTES MATERIALS IN TAB E-2)

Mr. Broadwell updated the Board on the 2014-2015 budget. The major funding priorities for the 2014-2015 year are salaries, enrollment and compliance. As a result of our increased enrollment, the University did receive enrollment growth funding which actually exceeded the efficiency reductions allocated by UNC General Administration. The University realized a 3% increase in the total 2014-2015 state budget which includes state appropriations and tuition receipts.

Mr. Broadwell apprised the Board on capital improvements. The Brown Building renovation project is in the preliminary design phase by Watson, Tate, Savory, the chosen designer for this project. The selection

of the designer for the mixed use facility will be conducted this afternoon by the Endowment Board. The committee was updated on some minor campus renovations including relocation of our dispatch office and classroom reconfigurations. The up-fit for the engineering space at Biltmore Park is complete.

Mr. Broadwell informed the Board on the activities of the Internal Audit Office. As previously discussed in this report, Ms. Gaetano has been actively involved in the University-wide risk assessment and the development of the annual audit plan. Ms. Gaetano performed follow-up petty cash audits and found all previous recommendations had been implemented.

Mr. Broadwell explained that Mrs. Lauren Bishop, the University's Sustainability Officer, presented an overview of utility costs and savings. Her presentation included state wide utility types and usage. The main focus of the presentation was utility information for Western Carolina University and the savings that have been realized by our University since 2002. The University has decreased its energy consumption by 35% over this time period.

COMMENTS FROM THE ALUMNI ASSOCIATION PRESIDENT

Dr. Owl-Smith updated the Board on the Alumni Association. (ALUMNI ASSOCIATION REPORT ON FILE WITH MINUTES MATERIALS)

COMMENTS FROM THE STAFF SENATE CHAIR

Mr. Rathbone updated the Board on the Staff Senate. (STAFF SENATE REPORT ON FILE WITH MINUTES MATERIALS)

CLOSED SESSION

Mr. Broadwell moved that the Board go into closed session to consult with our attorney to protect the attorney-client privilege to discuss a legal issue; to prevent the premature disclosure of an honorary award or scholarship; to discuss matters relating to the location or expansion of business in the area served by this Board; and to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial appointment of a public officer or employee or prospective public officer or employee. Mrs. Kaemmerling seconded the motion, and it was approved unanimously.

Dr. Belcher asked Dr. Morrison-Shetlar, Dr. Wargo, Ms. Lochner, and Mr. Edwards to stay for closed session.

RETURN TO OPEN SESSION

Mrs. Coward made a motion to return to open session. Mr. Townsend seconded the motion and it was approved unanimously.

ADJOURNMENT

There being no further business, Mr. Little made a motion to adjourn the meeting. Mr. Byers seconded the motion, and the meeting was adjourned at 12:30 p.m.