

## REGULAR MEETING OF THE BOARD OF TRUSTEES OF WESTERN CAROLINA UNIVERSITY

Room 510, H.F. Robinson Building

December 6, 2013

The Board of Trustees of Western Carolina University met in regular session on December 6, 2013 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, Mr. Broadwell, Mrs. Coward, Mrs. Kaemmerling, Mr. Little, Mr. Hermance, Mr. Byers, Mr. Drake, and Mr. Messer.

The following members of the Board were absent: Mr. Lupoli and Ms. Dugan.

Others present: Chancellor Belcher; Interim Provost Lofquist; Vice Chancellors Edwards and Miller; Dr. Wargo, Chief of Staff; Dr. Morrison-Shetlar, Provost Elect; Mr. Hudson, Alumni Association President; Dr. Herzog, Faculty Senate Chair; Ms. Hitch, Staff Senate Chair; Ms. Wong, Human Resources Director; Ms. Woody, Budget Officer; Mrs. Ashe, Administrative Assistant; Mr. Breedlove, Sylva Herald reporter; Mr. Studenc, Senior Director of News Services; Ms. Rodell, Smoky Mountain News reporter; Mr. Eaton, Athletic Director; Ms. Lochner, General Counsel; Mr. Miller, Associate Vice Chancellor for Development; Mr. Fowler, CIO; and Ms. Welch, Assistant Secretary to the Board of Trustees.

### **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. Townsend moved that the minutes of the September 6, 2013 regular meeting be approved. Mr. Little seconded the motion, and it was approved unanimously. Mr. Little moved that the minutes of the October 18, 2013 special telephone meeting of the Executive Committee be approved. Mr. Townsend seconded the motion, and it was approved unanimously. Mr. Broadwell moved that the minutes of the November 1, 2013 special meeting of the Board of Trustees be approved as amended. Mr. Townsend seconded the motion, and it was approved unanimously. (MINUTES ON FILE WITH MINUTES MATERIALS IN TAB B)**

### **COMMENTS FROM CHANCELLOR BELCHER**

Dr. Belcher stated that while he always intends to have a strong and consistent presence on campus, this fall has witnessed a ramping up of our efforts in engaging external constituents. He also stated that he is finding himself working off campus more and more. Dr. Belcher added that there are two major upcoming conferences: P-16 Education Consortium Initiative and an initial, small version of the Regional Conference. The first large-scale Regional Conference will occur next year. Dr. Belcher mentioned that he has spoken at several forums in the last three months and has met with a number of elected officials. He further mentioned that the State Board of Education retreat was held in Cullowhee and he hosted a reception for them at the Chancellor's residence.

Dr. Belcher explained that we have launched the Get Acquainted Tour II which will put us in a regular cycle of visiting cities in and out of state where high concentrations of WCU alumni and friends are clustered. He also explained that deans, department heads, and faculty are working with businesses and with donors and alumni and Athletics is heading out on its holiday Catamounts Unite 8-city tour.

Dr. Belcher stated that we are on the threshold of a transition in the provost's office. He said that we have been through an excellent search process and that process has resulted in a superb hire. Dr. Belcher thanked Dr. Beth Lofquist who retired after a stint as interim provost in 2012. Last spring, in a moment of real challenge for our university, Dr. Lofquist agreed to leave retirement to, once again, assume the mantle of interim provost while we searched for our next permanent provost. She has done an excellent job, and she has not been treading water. She has kept the momentum going on a host of efforts and, for the second time, she's leaving the Academic Affairs Division better than she found it. Dr. Belcher added that he is truly grateful to Dr. Lofquist for her generosity to her university.

Dr. Belcher introduced Alison Morrison-Shetlar, provost-elect, who will join Western Carolina on January 15. Dr. Morrison-Shetlar said that she was delighted to be here and is excited to be a part of WCU.

#### **COMMENTS FROM THE CHAIR**

Mrs. Williams stated that this has been a packed agenda and everything has been great. She reminded everyone that the Association of Governing Boards 2014 National Conference will be held April 12-14 in Orlando, Florida.

#### **CAMPUS MASTER PLAN**

Chancellor Belcher presented the Campus Master Plan. WCU has been engaged in the development of a campus master plan for fifteen months. The process has been very inclusive. He thanked Dr. Miller and Dr. Wargo for their work on this process. He mentioned that the lead teams were wonderful. The plan is strategic in nature and aligns beautifully with our 20/20 Vision. This is a living document and will accommodate flexibility in the coming years.

**Mrs. Kaemmerling made a motion to approve the proposed master plan as submitted. Mrs. Battle seconded the motion, and it was approved unanimously.** (CAMPUS MASTER PLAN ON FILE WITH MINUTES MATERIALS IN TAB G)

#### **REPORT OF THE ACADEMIC AFFAIRS AND PERSONNEL COMMITTEE**

Mr. Townsend stated that there will be one action item for closed session. He reported on current personnel demographics and discussed demographic profiles and peer institution data. He also reported on the student experience and how Western Carolina is making it the experience of a lifetime. WCU wants to foster student success. Mr. Townsend shared that WCU's Management Flexibility Report was submitted to General Administration and is available, along with the policy, on the trustee web-site to view. He added that this gives the University the jurisdiction to make employee decisions regarding salary, etc.

#### **REPORT OF THE ADMINISTRATION, GOVERNANCE, AND TRUSTEESHIP COMMITTEE**

Mr. Little mentioned that there will be one action item for closed session. He reported on the Fundraising Campaign Consultant Request for Proposals Summary. Mr. Little stated that twelve proposals were received and reviewed by a small committee. Three firms were identified as finalists to invite to campus for a presentation on January 6-7, 2014. There will be a broad representation from campus on the review committee. (FUNDRAISING CAMPAIGN CONSULTANT REQUEST FOR PROPOSALS ON FILE WITH MINUTES MATERIALS IN TAB D-3)

Mr. Little shared the Code of Student Conduct Alcohol and Drug Responses. This is part of a periodic update to the Board of Trustees on policies and procedures relating to alcohol and other drugs. He described various strategies used by the University to educate and ensure compliance among students about university alcohol and drug policies.

Mr. Little also shared the UNC Legislative Agenda. He outlined those policy agenda items that were specifically related to WCU and asked for assistance from the Board members in advocating on behalf of WCU and the UNC system with elected and appointed officials.

Mr. Little asked Mr. Hermance to report on behalf of the Student Government Association. (SGA REPORT ON FILE WITH MINUTES MATERIALS)

## **REPORT OF THE FINANCE AND AUDIT COMMITTEE**

**Mr. Broadwell moved on behalf of the committee to approve the proposed tuition and fees for the academic year 2014-2015.** The proposal includes no increase in tuition for North Carolina undergraduate students and a legislatively mandated 6% increase for out-of-state students. Additionally, the Health Service Fee would increase by \$18.00 per year and the student activity fee would increase by \$42.00 per year. This proposed increase to the student activity fee will be used for the ongoing increases in personnel expenses (salaries and benefits), increased utility expenses at the University Center and Campus Recreation Center, and for increased operational budgets (Greek Life for example) and other programming expenses. The committee also approved increases in residential living room rates, food service rates and parking fees. The food service rates were discussed in light of the sales tax being legislatively imposed on students beginning in January 2014. The proposed rates for food service will cover increased food costs, personnel costs, increased hours at the food venues at the University Center and upgrades to the food court program. Additionally, a special tuition rate for selected Graduate Business programs was approved. **The motion was approved unanimously.** (TUITION AND FEES PROPOSAL ON FILE WITH MINUTES MATERIALS IN TAB E-2)

Mr. Broadwell remarked about the tragic loss of three businesses on the WCU campus due to a fire. Discussion followed.

Mr. Broadwell updated the Board on two completed audits which were a follow-up to previous audits. He explained that two examinations have been completed as a result of calls to the state auditor hotline. Mr. Broadwell briefed the Board on current capital projects, including Harrill Hall and the roofing projects at Killian and Albright Benton. He also gave the Board a detailed project list for the repair and renovation monies for 2013-2014 year.

Mr. Broadwell informed the Board about a UNC system-wide lighting performance contract. The contract has been approved by the Board of Governors and requires no action by our Board. The Finance and Audit committee endorses this performance contract which will address lighting needs in various university facilities and will be paid from utility savings.

## **COMMENTS FROM THE FACULTY SENATE CHAIR**

Dr. Herzog updated the Board on the Faculty Senate. Dr. Herzog stated that she appreciates the acting belief in shared governance. (FACULTY SENATE REPORT ON FILE WITH MINUTES MATERIALS)

## **COMMENTS FROM THE STAFF SENATE CHAIR**

Ms. Hitch updated the Board on the Staff Senate. She added that the Staff Senate ornaments are on sale now at Catamount Clothing and Gifts. (STAFF SENATE REPORT ON FILE WITH MINUTES MATERIALS)

## **COMMENTS FROM THE ALUMNI ASSOCIATION PRESIDENT**

Mr. Hudson remarked that this was his last meeting as President of the Alumni Association. (ALUMNI ASSOCIATION REPORT ON FILE WITH MINUTES MATERIALS)

## **CLOSED SESSION**

**Mr. Broadwell moved that the Board go into closed session to prevent the premature disclosure of an honorary award or scholarship; to consult with our attorney to consider and give instructions concerning an existing lawsuit titled Don Jensen v. Western Carolina University, University of North Carolina, Robert McMahan, James Zhang, Mary Ann Lochner, Earnest Hudson, and Shea Browning; and an existing lawsuit titled Gloria Patterson v. Western Carolina University and the University of North Carolina; and an existing lawsuit titled Michelle Bretz v. Western Carolina University and the University of North Carolina; 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. Mr. Little seconded the motion, and it was approved unanimously.**

Dr. Belcher asked Ms. Lochner and Mr. Eaton to stay for the closed session.

**RETURN TO OPEN SESSION**

**Mr. Little moved that the Board return to open session. Mrs. Battle seconded the motion, and it was approved unanimously.**

**REPORT OF THE ACADEMIC AFFAIRS AND PERSONNEL COMMITTEE**

**Mr. Townsend moved on behalf of the committee to approve the athletic coach contract discussed in closed session. It was approved unanimously. (ATHLETIC COACH CONTRACT ON FILE WITH MINUTES MATERIALS IN TAB C-2)**

**ADJOURNMENT**

**There being no further business, Mr. Broadwell made a motion to adjourn the meeting. Mr. Messer seconded the motion, and the meeting was adjourned at 11:30 a.m.**