

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

Room 510, H.F. Robinson Building

September 7, 2018

The Board of Trustees of Western Carolina University met in regular session on September 7, 2018 in room 510 of the H.F. Robinson Building. Chair Kaemmerling called the meeting to order at 9:30 a.m.

### **ATTENDANCE**

The following members of the Board were present: Chair Kaemmerling, Mr. Kinney, Mr. Messer, Mr. Haskett, Ms. Dugan, Mr. Roberts, Mr. Townsend, Mrs. Boliek, Mr. Cooper, Mr. Lupoli, Mrs. Schlosser, Mr. Opinski, and Mrs. Battle.

Also present: Interim Chancellor Morrison-Shetlar, Ms. Woody, Business Officer; Ms. Mathis, Administrative Support Associate; Mr. Browning, General Counsel; Dr. Causby, Associate Vice Chancellor of Human Resources, Ms. Broom, Staff Senate Chair; Dr. Sink, Faculty Senate Chair; Mr. Holland, Alumni Board President; Dr. Wargo, Chief of Staff; Mr. Byers, Vice Chancellor for Administration and Finance; Acting Provost Burton; Dr. Miller, Vice Chancellor for Student Affairs; Mr. Fowler, Chief Information Office; Ms. Lewis, Vice Chancellor for Advancement; Mr. Randy Eaton, Director of Athletics; Dr. Schwab, Associate Provost; Ms. Gaetano, Internal Audit; Mr. Studenc, Director of Communications and Public Relations; Ms. Kays, Sylva Herald; Mr. Browning, Western Carolinian; and Mrs. Collins, Assistant Secretary to the Board of Trustees.

### **ROLL CALL**

Mrs. Collins called the roll of the Board members in attendance. A quorum of the board was present.

### **SWEARING-IN OF NEW TRUSTEE**

Mr. Cooper was sworn in as a new member of the board of trustees by Mrs. Collins.

### **ETHICS STATEMENT**

Mrs. Kaemmerling read the Ethics Statement as follows:

“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 conflicts 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.” **No conflicts of interest were disclosed.**

Chair Kaemmerling reminded the board that the meeting was being streamed live to room 540 in H.F. Robinson Building.

## **ELECTION OF CHAIR**

Mrs. Kaemmerling opened nominations for Chair. **Mrs. Battle made a motion to nominate Mrs. Kaemmerling for Chair of the Board of Trustees. Mr. Townsend seconded the motion. Mrs. Kaemmerling was elected Chair of the Board of Trustees unanimously.**

## **ELECTION OF VICE CHAIR**

Chair Kaemmerling opened nominations for Vice Chair. **Mr. Lupoli made a motion to nominate Mr. Kinney for Vice Chair. Mrs. Battle seconded the motion. Mr. Kinney was elected Vice Chair of the Board of Trustees unanimously.**

## **ELECTION OF SECRETARY**

Chair Kaemmerling opened nominations for Secretary. Mr. Messer addressed the board and said that he had decided not to seek position of Secretary this year. Due to his professional constraints, he will be unable to continue as secretary. He would like some else who can take over as Secretary. **Mr. Messer made a motion to nominate Mr. Roberts. Ms. Dugan seconded the motion. Mr. Roberts was elected Secretary of the Board of Trustees unanimously.**

## **APPROVAL OF COMMITTEE CHAIRS AND VICE CHAIRS**

**Mrs. Kaemmerling made a motion to approve the three committee chairs and three committee vice chairs. Mr. Townsend for Chair of Academic Affairs and Personnel Committee, Mr. Kinney for Administration, Governance, and Trusteeship Committee; and Mr. Messer for Chair of Finance and Audit Committee. Mrs. Schlosser seconded the motion and it was approved unanimously. Mrs. Kaemmerling made a motion to approve Mr. Lupoli for Vice Chair of Academic Affairs Committee, Mrs. Battle for Vice Chair of Administration, Governance, and Trusteeship Committee, and Mr. Roberts for Vice Chair of Finance and Audit Committee. Mr. Townsend seconded the motion. It was approved unanimously.**

## **APPROVAL OF MINUTES**

Chair Kaemmerling asked for a motion to approve the minutes of the June 1, 2018 Regular Board meeting. **Mr. Townsend made a motion to approve the minutes. Mrs. Battle seconded the motion and the minutes were approved unanimously.**

## **COMMENTS FROM THE INTERIM CHANCELLOR**

Interim Chancellor Morrison-Shetlar spoke about the start of the academic year with a successful move-in day. She thanked the Board of Trustees for their support of her in the role of Interim Chancellor. She informed the board about the Strategic Plan revision and that a hard copy will be available soon. The Strategic plan will guide the university in the months and years to come and help continue the upward momentum that WCU is experiencing. Total enrollment stands at 11,639 for Fall 2018. The number of undergraduates is up 6.6%. We welcomed 2,189 new freshmen and 1,105 transfers. The average high school weighted GPA is 3.92, the highest ever for WCU. These increases are due to WCU's strategic growth along with NC Promise. The "Choose Great" marketing campaign is set to run in key TV markets. Print materials will be used in recruiting this Fall. Dr. Morrison-Shetlar has been meeting with key legislative leaders to talk about compensation for faculty and staff, last remaining funding for Steam Plant, and

ensuring ongoing funding for NC Promise. A conference was held last week regarding housing and economic development in the region. Lack of affordable housing was discussed. The Lead the Way campaign is now over \$52 million. She talked about the Broadband agreement with Morris Broadband, which is getting tremendous feedback and should happen within the next 18 months. There is also work being done on campus to modernize our data and analytics capacity. IT hired a new data architect, Carl Cortright. Two classrooms were selected to be fully renovated and completed this fall. Two classrooms at HHS and two at Biltmore Park for Doctor of Physical Therapy were completed. Nine department labs and learning spaces were renovated. 30 classrooms received technology upgrades to become fully digital. We are not missing a beat. She is proud of the leadership team at WCU and the efforts of all faculty and staff.

### **COMMENTS FROM THE CHAIR**

Mrs. Kaemmerling thanked everyone for their support. We have one of the most cohesive boards in the UNC System. They bring passion to their job. She welcomed Casey Cooper to the board. He was on the Board of Visitors and participated on the Chancellor Search Committee. We lost our beloved Chancellor Belcher in June. Even though we miss him, his parting words were “I trust you to carry on”. She thanked Interim Chancellor Morrison-Shetlar and Acting Provost Burton for stepping forward. She thanked the Deans, faculty and staff for their work. NC Promise is opening new opportunities for many students. The board enjoyed Employee Appreciation Day and the opportunity to attend this event. Regarding the Chancellor Search – a draft of the new policy will be delivered by the BOG at Sept. 14<sup>th</sup> meeting. The first search committee planning meeting will be on Sept. 21 with the existing search committee. The firm of Buffkin/Baker will head the search for us. Final BOG policy will be approved in October. The Chancellor Transition team continues to meet to plan for a new chancellor and assist the Interim Chancellor with her role. The subcommittee on the Chancellor’s residence is working to have the residence ready for future events. President Spellings will join the committee meeting by Skype. She will be at the WCU football game on Sept. 22<sup>nd</sup>. She invited the board to attend that game.

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

Chair Kaemmerling recognized Mr. Townsend to give the report of the Academic Affairs and Personnel Committee. They had one action item to be discussed in closed session. Ms. Briana Ford, Director of Military Education provided an overview of the Veterans Administration Yellow Ribbon Program which provides tuition assistance to veterans and their dependents, specifically in meeting the difference between in and out-of-state tuition. WCU currently has 472 veteran or veteran dependents enrolled. (YELLOW RIBBON PROGRAM INFORMATION IN TAB C-3 OF MINUTES MATERIALS).

Dr. Jen Schiff, Director of Liberal Studies Assessment provided an overview of the new Student Learning Outcomes and associated rubric. The goal of the new outcomes is to prepare student to be contributing, informed citizens in a global community by shaping critical thinking, strengthen effective communication, and developing informed decision-making skills. (LIBERAL STUDIES INFORMATION IN TABS C-4 AND C-5 OF MINUTES MATERIALS).

Ms. Pam Meister, Director of the Mountain Heritage Center provided an overview of the activities of the center, how student employees incorporate their academic major into their work,

as well as the abundant community engagement and external exhibitions the center has established across western North Carolina. (MHC EXHIBIT LIST AND PROGRAM REVIEW SUMMARY IN TABS C-6 & C-7 OF MINUTES MATERIALS).

Dr. Cory Causby, Associate Vice Chancellor for Human Resources shared that SHRA employees will receive a 2% increase, a new state-wide minimum salary floor has been established at \$31,200 impacting 142 WCU employees; and 5 days of special bonus leave have been awarded to all full-time leave earning eligible employees. (HR BUDGET ITEMS IN TAB C-8 OF MINUTES MATERIALS).

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

Chair Kaemmerling recognized Mr. Kinney to give the report of the Administration, Governance, and Trusteeship committee. Mr. Kinney asked Mr. Opinski to give the SGA report. (SGA REPORT IN MINUTES MATERIALS) Dr. Sam Miller, Vice Chancellor for Student Affairs shared information on WCU student wellness initiatives that focus on helping students be good advocates for their own self-care. Dr. Miller then introduced Ms. Kellie Angelo Monteith, Assistant Vice Chancellor for Student Affairs, who shared information on proactive new mental health initiatives, including the new hire of an assistant director for health and wellness education and the creation of a ‘counselor in residence’ position; engagement and collaboration with UNC System institutions, including conferences, workshops, and wellness videos; and continuing strategies for support and intervention, such as the Student Concern Response Team (SCRT) and training. Ms. Monteith also shared the Self-Care Assessment worksheet. Ms. Lori Lewis presented an update on the Lead the Way Campaign (THE PRESENTATION IN MINUTES MATERIALS UNDER TAB D-2). Ms. Lewis shared progress towards the \$60 million campaign goal, which is currently nearing \$52.5 million as of September 5<sup>th</sup>. The current amount is 87.4% of the \$60 million goal. She asked the board to consider making a campaign pledge. Ms. Claire Collins shared the Board of Trustee Meeting Schedule for 2018-19 with the committee. (THE SCHEDULE IS IN TAB D-3 IN MINUTES MATERIALS). Ms. Robin Oliver, Chief Marketing Officer, shared information on the development and execution of the Choose Great Marketing campaign. She shared data from the 2017 freshman survey, including factors that influence student decision-making, data on Generation Z behaviors and values, and retention realities. Ms. Oliver also shared the TV spot and Admissions brochure. She suggested that the board use the #ChooseGreat hash tag in their social media and for members to share the WCU TV spot through their social networks. Mr. Matt Ketchum provided a prioritized chancellor’s residence condition report. He shared the summary of recent repairs and improvements to the residence. He shared the items completed in 2017-18. (RESIDENCE CONDITION REPORT IN MINUTES MATERIALS UNDER TAB D-4). Dr. Melissa Wargo and members of the Chancellor’s residence ad hoc committee, Ms. Pat Kaemmerling, Ms. Grace Battle, Ms. Rebecca Schlosser, and Mr. John Lupoli, toured the Chancellor’s Residence following the committee meetings. The ad hoc committee designated Ms. Schlosser and Ms. Battle to work with Dr. Wargo on staging the public areas of the residence by mid-October. Further, the ad hoc committee designated Mr. Lupoli to work with Mr. Ketchum on finalizing the design for the expanded entry way. An updated conditions report for the Residence will be presented at the December board meeting. Dr. Sam Miller, Vice Chancellor for Student Affairs, provided an enrollment update and shared the Fall 2018 Census Statistics Report as a handout. Data was included for total enrollment, including First-Time Full-Time freshmen,

undergraduate transfers, graduates, along with some basic demographics data. There were three action items for closed session

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

Chair Kaemmerling recognized Mr. Messer to give the report for the Finance and Audit Committee. **Mr. Messer made a motion on behalf of the committee to approve the sub-ground lease for student housing on the millennial campus and Zimmer development. Mr. Cooper seconded the motion and it was approved unanimously. Mr. Messer made a motion on behalf of the committee to approve the millennial student housing design. Mrs. Battle seconded the motion and it was unanimously approved. Mr. Messer made a motion on behalf of the committee to approve the demolition of Scott and Walker residence halls. Mrs. Battle seconded the motion and it was unanimously approved. Mr. Messer made a motion on behalf of the committee to approve the North Baseball Deck design. Mr. Lupoli seconded the motion and it was unanimously approved. Mr. Messer made a motion on behalf of the committee to approve financing of the North Baseball parking deck to issue \$23 million in bonds in a resolution for issuance of debt. Mr. Lupoli seconded the motion and it was unanimously approved.** Mr. Fowler gave an IT update. Ms. Gaetano gave an internal audit update. Mr. Messer said that Mrs. Gaetano is doing a fantastic job as internal auditor. The committee was given a master plan and capital improvement update.

### **ALUMNI ASSOCIATION INFORMATION REPORT**

Chair Kaemmerling recognized Mr. Holland to give the Alumni Association Report. Mr. Holland talked about his home being struck by lightning. Their home is being restored and they will be back in by November. (ALUMNI REPORT IN MINUTES MATERIALS).

### **STAFF SENATE INFORMATION REPORT**

Chair Kaemmerling recognized Ms. Broom to give the Staff Senate report. Ms. Broom said that they are growing the Staff Senate endowment to \$100,000. This will provide three student scholarships of \$1,000 each. She went over the Professional development needs for staff. They established a goal of completing 200 community service hours. (STAFF SENATE REPORT IN MINUTES MATERIALS).

### **FACULTY SENATE INFORMATION REPORT**

Chair Kaemmerling recognized Dr. Sink to give the Faculty Senate Report. Faculty senate has learned from staff senate in their fundraising. They have started a support fund for financial assistance for students in need. (FACULTY SENATE REPORT IN MINUTES MATERIALS). He echoed Mrs. Kaemmerling's comments about the relationship between the board and faculty and staff. He did mention parking. Faculty will stand behind the search committee.

### **CLOSED SESSION**

**Chair Kaemmerling asks for a motion to go into closed session. Mr. Kinney makes a motion to go into closed session to prevent the premature disclosure of an honorary award or scholarship; 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; and to consider and give instructions concerning an existing lawsuit titled: Michelle Bretz v. Western Carolina University; Gloria Patterson v. Western Carolina University; Travis Williams v. Western Carolina University, Chancellor David Belcher, Joe Walker, et al; In Re: NCAA Grant in Aid Anti-trust lawsuit; In Re: NCAA Student Athlete Concussion Injury Litigation; Carcano, et al. v. McCrory, et al.;\_United States v. North Carolina, et al., and Marc Matthews, EEOC Charge No. 430-2017-01581. Mr. Townsend seconded the motion and it was approved unanimously. After second, Chair Kaemmerling asked Dr. Miller, Ms. Lewis, Acting Provost Burton, Dr. Wargo, and Mr. Browning to remain for closed session.**

#### **OPEN SESSION**

**Chair Kaemmerling asked for a motion to return to open session. Mr. Townsend seconded the motion and it was approved unanimously.**

#### **APPROVAL OF CLOSED SESSION ITEM**

**Chair Kaemmerling recognized Mr. Townsend to make a motion for approval of item discussed in closed session. The motion was unanimously approved. Mr. Browning reminded the board to keep naming opportunities discussed in closed session confidential until publicized.**

#### **ADJOURNMENT**

**Chair Kaemmerling asked for a motion and a second to adjourn. Mr. Townsend made a motion to adjourn. Mr. Roberts seconded the motion. It was approved unanimously. The meeting was adjourned at 12:24 pm.**