

Board of Trustees December 6 and 8, 2016 Meeting Summary Reports

Board of Trustees Audit Committee Summary Report – Submitted by Dennis Booth

Called to order

Minutes of September 20, 2016 were approved.

External Audits and Reviews

- UNCSA Financial Statement Audit Report
- UNCSA Foundation Audit Report
- UNCSA Housing Corporation Audit Report
- The Office of the State Auditor’s Information Systems Audit of UNCSA’s Information Technology Risk Assessment

No discussion. No action for this committee at this time.

2106-17 Internal Audit Plan Activity Update & Completion Summary

- Results of the audit indicated 88% compliance (good) and the administration has been informed.
- Information Technologies Management Letter
This letter is intended to address concerns that were raised in the IT internal audit. Four observations and recommendations were presented and discussed under the “matters subject to disclosure under public records law”, and one observations made under the “matters not subject to disclosure under public records law.”

General agreement that the observations and recommendations were No action was taken by the committee.

Kenan Institute MOU

- Proposed for BOT approval
A draft policy on the “Use of Thomas S. Kenan Institute for the Arts Funds” was reviewed and discussed.

No action taken by this committee, although there was general agreement that the policy outlined was sound and would be well received.

Meeting then moved to closed session; non-essential attendees and representatives dismissed.

Board of Trustees Finance Committee Summary Report –

Submitted by Ellen Rosenberg

OPEN SESSION

Elizabeth Madden called the meeting of the Finance Committee to order and confirmed that a quorum was present.

Approval of Minutes of September 22, 2016

UNCSA Financial Reports, follow up on October 31 report by Carin Ioannou; authorized budget as approved by Office of State Budget.

Tuition and Fees Committee Report ask for approved (see report sent by E. Rosenberg)

Audit reported with a clean bill of health.

2017-18 Enrollment Report is within ball park of expectations

Construction Update

CLOSED SESSION

Designer Selection Approval

Other Business

Adjourn

Formal minutes of meeting available after Friday, Jan. 20, 2017.

Board of Trustees Personnel Committee Summary Report – Submitted by Norman Coates

Title IX Update

Advisor board and Roundtable will happen in January

Student awareness initiative in April concurrent with Sex abuse awareness month

Recent policy review will be posted soon.

Retires/Hire

George Burnette

Joseph Robertson

Kamora Brown Lee (sic) in HR Lead Administrator

Admin. Strategic

Software upgrade for hiring and recruitment <https://www.peopleadmin.com/>

Training on software Mid January

Software is People/Admin

Software is approved vendor and vanilla in terms of version

Longer Term Strategic

Large piece is People/Admin software implementation

My SA minute as means of communication

Town Hall meeting as means of better feed back

Training in other modules of People/Admin

Title IX and EEO

Improved Search Committee Training including in People/Admin.

Board of Trustees Academic and Student Affairs Summary Report –

Submitted by Leslie Kamtman and Renata Jackson

Chair calls for approval of minutes

STUDENT LIFE REPORTS – Ward Caldwell

Campus Crime (Chief Harris): BoG members given statistics; we tend to have fewer criminal activities, relative to other campuses; I was not shown the numbers but BoG members have graph; drug related referrals have gone down; Ward says we're talking about crime/drugs during Orientation.

Title IX investigations (Delores Harris): we've had student harassment and stalking cases which were all investigated; 4 accusations of staff on staff harassment cases, one confirmed, one pending; "Take Back the Night" and "Red Flag Campaign" to help raise awareness; Title IX is not added in to crime statistics, because they're usually not reported as crimes.

Student Conduct stats: we divide between minor and major infractions; chart was referred to but I haven't seen it; minor violations we had 18 college and 18 HS charges; major infractions 1 college, 1 HS, one in which the student accepted responsibility, the other in which they were found responsible; restorative justice is used by Student Conduct: group conversation about who was harmed and what to do about it (group constructive critique called "restorative justice"); numbers of infractions are down since 2013, so we're going in the right direction; we've also had fewer suspensions;

- Q: are numbers are down because we're being more mindful of health and well-being?; maybe so, given Student Affairs restructuring and making sure students have support through Case Management office and Counseling

- these better numbers also positively impact Student Success and graduation rates;

- student engagement with staff is also helpful, opening lines of communication.

Student Life (Ward): charts show enrollment up

- new student organizations: Artists of Color; faith-based group; arts initiative and UNCSA Voice (student newspaper); lots of community work

- res life and student engagement are working on creating grad student council;

- Vivaldi Project: working with 36 pre-K students and students from SoM;

- Career dev and Kenan working on portable internship project

- Athletic Training getting good press, sports medicine applied to the arts

- Health Services and Counseling services are being contacted more than ever – 68% increase in first-time visits; 38% increase over the course of the semester; why? Issues include increased anxiety and issues related to their field of study. Helicopter administrators as well as Helicopter parents; increased stress levels lead to more visits to both Health and Counseling.

Enrollment (David English): fall headcount is up from 1152 to 1303, we have higher enrollments than we anticipated, which puts stress on residences and services, but a “high class” problem; enrollments are department-driven, not a top-down enrollment approach; dance wants to drop enrollment; D&P and Film will want to expand grad enrollment; Drama wants to stay the same; Music overenrolled this year (a good thing!) but will want to decrease UG enrollment in future to better size the population;

Applications (Ward): mostly out of state application numbers are up, in-state numbers are down; maybe in-state apps are down because of floods and fire? maybe because of glitch in free application dates; David E found math glitch on Ward’s chart so Ward will re-do the numbers re: Music applications data

Student Gov’t (Tareake): SGA will look at the Constitution to make sure that it reflects the culture of UNCSCA; January election for next year’s SGA president; SGA will pilot a different SGA administrative structure next year (Tareake will work with president elect to make that happen); grad students will start grad council in January, working with Steve Gallagher and Aaron Ross to figure out best way to move forward; WFU, Salem, WSSU, and UNCSCA SGA’s are also meeting for the first time tonight, to talk about how our schools can collaborate with the community and across the country; will also work with “artists of color,” so MLK Day activities will happen; “Artists Unite” celebrates peace and diversity on Jan. 20 (inauguration day); UNCSCA SGA will host the UNC system SGAs in February; mental health awareness event happened after Thanksgiving.

PROVOST’S REPORT – by newly appointed Provost David English

SACS reaccreditation: we are officially reaffirmed by SACSCOC through 2026!!!! Jill Lane is working with faculty towards Institutional Effectiveness, which needs to be annual, we need to submit a report in 2017.

Tuition & Fees: gave full report to finance committee; see comparison statistics from that committee meeting; tuition will be locked at what rate incoming student pays – stays the same over four years, although fees will go up by either 2% or 3%; DJE and Tareake co-chaired the committee and all fees thoroughly vetted; it’s great to have the student involvement that we do on this committee; proposals were adopted by finance committee this morning and will be adopted by BoG tomorrow.

Student Success/NC Gap (Karen Beres): legislation not popular and quite contentious (requiring students to get associate’s degree and then get back to campus), and completely deleterious for our campus; so Beres and English are working on replacing it with “Undergrad Completion Improvement Plan” that became part of law for AY 2017/2018 idea being; hope to have graduation rate of 72% up from what it is currently 68%. DLA working on “UNCSCA Partway Home” – project that DLA is working on to help students with issues finish their DLA requirements and graduate; working on peer mentoring and peer tutoring; “First Year Experience” idea is supposed to also help with improving student success.

Board of Trustees Governance Committee Summary Report – Submitted by Michael Wakeford

David Harrison reported on some changes to the campus free speech policy.

Campus attorney David Harrison updated that the recent change in Facilities Use Policy, which allows music faculty to use their offices/studio for private lessons, is in effect and has begun to be utilized.

Jim DeCristo reported that the recent election did not result in any dramatic changes at the state legislative level.

for agenda of meeting and more info: https://www.uncsa.edu/about/leadership/uncsa-board-of-trustees/pre-meeting-materials/docs/2016-12/Governance_Documents.pdf

Board of Trustees Advancement Committee Summary Report – Submitted by Michael Rothkopf

Meeting opens with report on improvements to the Stevens Center. Tom Tomlinson is a consultant asked to work on a plan for improvements.

Unrestricted fund raising is at the halfway mark to the Advancement Office goals for 2016-17.

Temporary restricted fund raising is also at the halfway mark to the Advancement Office goals for 2016-17.

Chancellor announces \$10 million dollar donation to fund Animatronics and Gaming programs in the School of Filmmaking and the School of Design and Production.

Hired Ted Johnson as Senior Director of Development and Management.

Anne Sessions will be new Board of Visitors Chair.

Goals: Looking to hire two new staff in Donor Relations and Alumni Relations.