

APPROVED by the Board of Trustees
September 27, 2013

**University of North Carolina School of the Arts
Board of Trustees Meeting
Eisenberg Social Hall, Hanes Student Commons
May 3, 2013
9:00 a.m.**

Open Session Minutes

Trustees Present

Rob King, Chair
Claire Christopher
Don Flow, Secretary
Noel 'Skip' Dunn
Charlie Lucas
Isaac Green (phone)
Tina McGuire, Vice Chair
Mariana Qubein
Michael Tiemann
John Williams
Nick Correa, SGA President
Sandi Macdonald, Ex Officio
Tom Kenan, Emeritus
Phil Nelson, Emeritus
Susan Mann, Foundation Liaison
Lynn Eisenberg, BOV Liaison
Justin Poindexter, Alumni Representative
Justin Eure, Honorary
Quin Gordon, Honorary
Kirstie Tice Spadie, Honorary

Faculty/Staff Present

John Mauceri, Chancellor
George Burnette, Chief Operating Officer
David Nelson, Provost
Jim DeCristo, Dir. of Economic Dev/External Affairs
David English, Associate Provost
Mark Hough, Chief Advancement Officer
Julie Risher, General Counsel
James Lucas, Director of Human Resources
Amanda Balwah, Asst. Secretary to the BOT
Marla Carpenter, Public Relations
Carin Ioannou, Sr. Director of Financial Services
Chris Boyd, Vice Chancellor of Facilities
Betsy Towns, Faculty Council Vice Chair
Elizabeth Spruill, Staff Council Chair

Trustees Absent

Barbara Goodman
Linda Staunch
Susan Kluttz, Ex Officio
David Powers, BOG Liaison
Jennifer Haire, Honorary
Carrie Vickery, Honorary
Ryan Wineinger, Honorary
Felix Ventouras, Honorary

Others Present

J.D. Wilson
Lou Anne Crumpler
Carson Capshaw-Mack, WS
Journal

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Faculty/Staff Present (continued)

Lauren Whitaker, News Services Manager
Joan Roggenkamp, Executive Assistant to the COO
Delores Harris, Human Resources
Leslie Kamtman, Semans Library/Faculty Council
Jason Czaja, Campus Performance Facilities
Katharine Laidlaw, Executive Producer
Lisa Ransom, Advancement
Cindy Liberty, Director of Foundation
Shannon Henry, Internal Auditor
Dale Pollock, Faculty Council Chair
Krystyna Puć, Assistant Dean of Liberal Arts
Joe Tilford, Dean of Design & Production
Carl Forsman, Dean of Drama
Jill Lane, Dean of High School Academic Program
Susan Ruskin, Interim Dean of the School of Filmmaking
Wade Weast, Dean of Music
Ward Caldwell, Dean of Students
Lynda Lotich, Interim Ex. Dir. Kenan Institute for the Arts
Brent LaFever, Campus Performance Facilities
Joseph Blankinship, Incoming President of SGA

Convening Open Session

Chairman Rob King convened the May 3, 2013 meeting of the University of North Carolina School of the Arts Board of Trustees at 9:03 a.m. A quorum was confirmed. Chairman King reminded 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.

Chairman King welcomed John Mauceri and thanked him for being with the group for his last meeting as Chancellor.

Approval of Open Session Minutes of February 15, 2013 and April 5, 2013

MOTION: Charlie Lucas moved to approve the Open Session minutes of the February 15, 2013 and April 5, 2013 Board of Trustees meetings. Tina McGuire seconded and the minutes were unanimously approved.

Report from Audit Committee

Committee Chair Don Flow reported that the Audit Committee discussed the following:

- External State Auditors have commenced the annual financial statement audit. Review of the IT Division is complete and no issues were reported.
- The Cash Count Report is complete. Auditors found a control conscious staff in need of training, better oversight and structure. The University is in the process of implementing the auditor's recommendations.
- Review of the Vendor Payment process is underway. Auditors will review business processes, internal controls, and compliance matters.

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- The University responded to the Counseling Center report recommendations. Auditors will follow-up to verify corrective actions taken.
- Auditors are preparing for upcoming quality assessment review. UNC President Ross mandated all UNC schools have this done by the end of fiscal year 2014. Review is required for compliance with internal auditing standards.

Mr. Flow also reported that UNCSCA's partnership with Winston-Salem State's Office of Internal Audit continues to be a success and thanked Shannon Henry and her staff for a job well done this academic year.

Report from Endowment Fund Board

Chairman King reported that the Endowment Fund Board did not meet.

Report from Advancement Committee

Michael Tiemann reported in Barbara Goodmon's absence. The Advancement Committee received a very comprehensive report from Mark Hough, UNCSCA's Chief Advancement Officer. In that report, Mr. Hough summarized the initiatives of the Advancement team. Most of the planned fundraising efforts are on track, but there are numerous opportunities that still need to be addressed. Fundraising is on track for the Annual Fund, but the larger challenge that lies ahead is telling the story of UNCSCA and engaging the larger world in the work of the School. Chancellor Mauceri and a talented group of alumni have already begun this work and have started to awaken a new network of support for UNCSCA.

Mark Hough reported that the Advancement Office recently received wonderful news from General Administration. GA has agreed to provide additional funds that will allow the Office to build their internal capacity. This includes a Major Gifts Officer for this upcoming academic year, a second Major Gifts Officer for next year, three researchers, three Planned Giving Officers and software, all of which demonstrate General Administration's commitment to investing in UNCSCA's fundraising efforts.

Report from Finance Committee

Don Flow reported for Charlie Lucas. The Finance Committee reviewed the Financial Analysis report as of March 31, 2013 for the General Fund. Expenditures are at 56% of the budgeted revenue. Carin Ioannou reported that the appropriation shortfall in funding from the State for in-state High School students totals \$515,000. There is also a shortfall of tuition due to a decrease in enrollment receipts.

Ms. Ioannou also presented the Financial Analysis report as of March 31st, 2013 for Institutional Funds. The report included all of the fees that were approved by the legislature to be moved from the General Fund. This change will benefit the Art Schools by allowing revenue to roll over to the next fiscal year and carry cash balances.

Chris Boyd gave a construction update. The new library is 20% complete and is on schedule for completion in April 2014. The Campus Police Building and Central Storage Building bid award packages have been approved by the State Construction office and are waiting for Office of State

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Budget approval. The contracts are expected to be executed two weeks after approval and construction should follow within two weeks. The construction contract has been awarded and executed for the Film Production Design Facility. The contractor will begin mobilization on-site Monday, May 6th. Completion date is on schedule for May 2014.

Report from the Personnel Committee

Committee Chair John Williams called on James Lucas to report on a proposed policy change and to give the annual Nepotism Report.

James Lucas presented a proposed change to Policy 609: EPA Recruitment that would allow for modified searches. Mr. Lucas explained that this change would allow for efficient use of the Board of Trustees' time, as well as the time of employees who have to serve on search committees. Searches are often required for lower level positions, and if the amount of time in which these searches are conducted can be shortened, improved efficiencies can be made within the workplace. BOT approval will still be required to waive any search altogether.

Mr. Lucas also fulfilled the annual nepotism report requirement and announced that there were no instances of nepotism on the UNCSA campus over the past year.

MOTION: The Personnel Committee made a motion to approve the proposed changes to Policy 609: EPA Recruitment that will allow for modified searches. The revised policy was unanimously approved.

Report from Educational Planning and Policies Committee

Claire Christopher called on Ward Caldwell, Dean of Students, to provide an update on the happenings within Student Life.

Dean Caldwell reported the following:

- Residence Life is spearheading a new collaborative curriculum between their division and Student Affairs. This curriculum will focus on service learning, interpersonal development and academic wellness in an effort to create the holistic citizen artist.
- The annual Beaux Arts was a huge success with over 500 students participating this year.
- Several student teams will be returning to UNCSA one week prior to opening to participate in leadership development and training.
- The Counseling and Testing Center just welcomed Laurel Banks to their staff. Laurel comes to UNCSA from Wake Forest University and is currently working on her master's degree through Drexel University.
- Health Services just entered into a contract with Wake Forest University for laboratory services.
- Outreach and Career Services has just selected twenty students and alumni for fellowships:
 - Six students selected as Kenan Fellows at Lincoln Center in New York City
 - Four students selected as Kenan Fellows at the Kennedy Center in Washington DC
 - Ten students and alumni selected as Kenan Fellows at the Penland School of Crafts in the mountains of North Carolina

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Nick Correa, President of the Student Government Association, encouraged all Trustees to read his year-end report included in the meeting materials. He highlighted the following accomplishments over the past academic year:

- The Student Government Association now offers two types of positions to students – executive and associate. The executive position is full-time and requires more hand-on interaction with the Association while the associate position is for students who do not have as much free time but still want to be involved.
- The SGA worked with Chief Cheesebro from Campus Police to look at shifting traffic patterns and parking options for students during construction to find a solution that suited everyone.
- Mr. Correa co-chaired the Tuition and Fees Committee. This is the second year SGA and students have had a voice at the table and have been able to share input; truly a big step for the Association.
- Mr. Correa served on the Chancellor Search Committee and thanked Rob King for insuring that the students have a say in this important decision. A student form was held to gather feedback on the qualities they are looking for in UNCOSA's new leader; eighty students attended.
- SGA sent students to University Day at the legislature to advocate for UNCOSA, share our story and put faces to the name of our great school.
- Mr. Correa introduced Joseph Blankinship, the incoming president of the SGA for the 2013-2014 academic year.

To wrap up his report, Mr. Correa thanked the Board of Trustees, faculty, staff and administration for all of their support over the past two years.

Chairman King thanked Mr. Correa for all of his hard work dedication to UNCOSA over the past two years and welcomed Joseph Blankinship.

David Nelson reported on the following during his Provost report:

- An official memo from Tom Ross regarding the proposed rank system has been received. He approves of the proposal and is now asking the School to move into the implementation phase. A standing rank committee is in place and working out the details. This committee will provide ranking recommendations to the Provost and everyone will be working together find funding to support the salary increases tied to the rank system.
- General Administration has asked all UNC System Schools to give an account for how they manage independent studies. UNCOSA is examining this closely to insure our practice is uniform across campus. This request is due to an academic integrity issue on the campus of UNC-Chapel Hill.
- Provost Nelson thanked the Faculty Committee, as well the students and staff of Student Affairs who worked on the Honor Core Code and have taken big steps to combat plagiarism.
- Search Updates: A recommendation for the Dean of Film has been made by the committee and President Ross has advised that he would like for UNCOSA to wait to make this appointment until the new Chancellor is appointed and can have a say in that

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selection. The Executive Director of the Kenan Institute Search has been narrowed down to three very strong candidates who will be coming to campus for interviews.

- Summer programs are set to begin in a few weeks. Enrollment and registration number are up from last year and we are expecting approximately 500 students.
- Betsy Towns was introduced as the new Chair of the Faculty Council and Will Taylor will serve as Vice Chair during the 2013-2014 academic year.
- The Strategic Planning Committee has been hard at work with the initial phase of surveying every area of campus. They are in the process of collating all of this information and examining trends before moving to the next phase.

Chairman King asked everyone to read the year-end reports for Faculty Council, Staff Council and the Student Government Association. He thanked Dale Pollock, Elizabeth Spruill and Nick Correa, respectively, for their service as Chair and/or President during the past academic year.

Report from the Governance Committee

MOTION: The Governance Committee made a motion to reappoint the following individuals to the Thomas S. Kenan Institute for the Arts Board of Advisors:

- **Shayne Doty**
- **Borden Hanes**
- **Emil Kang**

And to appoint two new Advisors to the board:

- **Linda Carlisle**
- **J.D. Wilson**

The motion was unanimously approved.

Committee Chair Tina McGuire briefly reviewed the policy changes approved by the Chancellor as of May 2012 as is required by UNC Code. This complete listing of Chancellor approved policy changes can be found in the meeting materials.

Report from Chancellor Mauceri

John Mauceri thanked everyone for their support and hard work over the past seven years. He highlighted UNCSA's accomplishments under his leadership and celebrated many of the happy memories he has of students, faculty, staff and administrators. Chancellor Mauceri specifically thanked George Burnette, Jim DeCristo, Katharine Laidlaw and David Nelson for all of their hard work to bring in funds during very difficult times. He also highlighted the changes that are recently underway, including the hiring of a Chief Advancement Officer, the construction of four new buildings and the increase in endowment funds.

Chairman King thanked Chancellor Mauceri for his service to UNCSA and encouraged everyone to read the handout of accomplishments during his seven years as Chancellor.

Move to Closed Session

MOTION: Tina McGuire moved to go into Closed Session to prevent the premature disclosure of an honorary degree, scholarship, prize or other similar award under N.C.G.S.

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143-318.11(a)(2), to establish or instruct the staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property under N.C.G.S. 143-318-11(a)(5), to establish or instruct the staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property under N.C.G.S. 143-318.11(a)(5), and to consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee under N.C.G.S. 143-318.11(a)(6). John Williams seconded and the motion was unanimously approved.

Return to Open Session

Chairman King reported that the Board discussed a real estate matter, a personnel issue and board vacancies. Mr. King also announced that he appointed a Nominating Committee comprised of Claire Christopher, Charlie Lucas and Skip Dunn, who will put together a slate of officers to be voted upon at the July Conference Call.

Other Business

Chairman King thanked Tina McGuire for her many years of service to the Board of Trustees and presented her with a special gift from the Trustees and representatives of the School

Chairman King, Don Flow and Charlie Lucas thanked Chancellor John Mauceri for his service and dedication. Chairman King presented Chancellor Mauceri with a resolution, highlighting the great work he has done for UNCSEA over the past seven years.

Closing Remarks/Adjournment

With no further business to discuss, the May 3, 2013 meeting of the Board of Trustees adjourned at 10:22 a.m.

Respectfully submitted by:
Amanda G. Balwah
Assistant Secretary to the Board of Trustees