

APPROVED by the Board of Trustees  
February 14, 2014

**University of North Carolina School of the Arts  
Board of Trustees Meeting  
Eisenberg Social Hall, Hanes Student Commons  
December 6, 2013  
9:00 a.m.**

**Open Session Minutes**

**Trustees Present**

Rob King, Chair  
Stephen Berlin  
Claire Christopher  
Don Flow, Secretary  
Charlie Lucas  
Elizabeth Madden  
Greer Cawood  
Isaac Green (phone)  
Michael Tiemann  
Erna Womble  
Joseph Blankinship, SGA President  
Phil Nelson, Emeritus  
Susan Mann, Foundation Liaison  
Lynn Eisenberg, BOV Liaison  
Quin Gordon, Honorary  
Ryan Wineinger, Honorary  
Justin Eure, Honorary

**Faculty/Staff Present**

James Moeser, Interim 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  
David Harrison, General Counsel  
James Lucas, Director of Human Resources  
Amanda Balwah, Asst. Secretary to the BOT  
Marla Carpenter, Public Relations  
Chris Boyd, Vice Chancellor of Facilities  
Betsy Towns, Faculty Council Vice Chair  
Dolores Watson, Staff Council Chair  
Wade Weast, Dean of Music  
Ward Caldwell, Dean of Students

**Trustees Absent**

Sandi Macdonald, Ex Officio  
Tom Kenan, Emeritus  
Susan Kluttz, Secretary of Cultural Resources  
Justin Poindexter, Alumni Representative  
Noel 'Skip' Dunn  
Mariana Qubein  
Leroy Lail, BOG Liaison

**Others Present**

Wes Young, WS Journal  
J.D. Wilson, Community Member  
Peyton Becker, NYC Alumni Rep  
Emily Simoness, NYC Alumni Rep

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**Faculty/Staff Present (continued)**

Joan Roggenkamp, Executive Assistant to the COO  
Delores Harris, Human Resources  
Leslie Kamtman, Semans Library/Faculty Council  
Jason Czaja, Campus Performance Facilities  
Lisa Ransom, Advancement  
Cindy Liberty, Director of Foundation  
Jack Miller, Assistant Dean of Design & Production  
Carl Forsman, Dean of Drama  
Susan Ruskin, Interim Dean of the School of Filmmaking  
Lynda Lotich, Program Director, Kenan Institute  
Dean Wilcox, Dean of Liberal Studies  
Suzanna Watkins, Dir. of Ed. Outreach & Summer Programs  
Corey Madden, Executive Director, Kenan Institute  
Jonas Silver, Director of Alumni Affairs  
Deb Cheesebro, Director of Campus Police and Public Safety  
Jose-Pablo Salas Rojas, Ex. Asst. to Chief Advancement  
Officer  
Carin Ioannou, Senior Director of Business Affairs  
Brenda Daniels, Assistant Dean of Dance  
Jane Kamiab, Director of Financial Aid  
Lauren Whitaker, News Services Manager

**Convening Open Session**

Chairman Rob King convened the December 6, 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.

Jonas Silver, Director of Alumni Affairs, welcomed two guests: Peyton Becker and Emily Simoness. Becker and Simoness are serving UNCSCA as Alumni Representatives in the New York City Area. Chairman King welcomed David Harrison, General Counsel from UNC General Administration.

**Approval of Open Session Minutes of September 27, 2013**

**MOTION: Charlie Lucas moved to approve the Open Session minutes of the September 27, 2013 Board of Trustees meeting. Elizabeth Madden seconded and the minutes were unanimously approved.**

**Report from Audit Committee**

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

- UNCSCA Financial Statement Audit Report, which was a clean audit.
- The Semans Art Fund Audit Report, which was also clean.

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- 2013 Cash Count Audit Report: the Auditor reported deficiencies in the University's cash handling policies and procedures and corrective action is underway.
- The follow-up to the State Investigative Audit Report about the CIO's laptop misuse. The Auditor reported that UNCOSA has made satisfactory progress toward resolving the issues reported in the audit.
- Proposed updates and revisions to the Internal Audit Charter and the Audit Committee Charter. The Internal Audit Charter was updated to include Internal Audit's role in University-wide Enterprise Risk Management. The suggested revisions were approved by the Audit Committee.

**MOTION: The Audit Committee moved to approve the proposed revisions to the Audit Committee Charter to ensure compliance with current audit practices and standards. Charlie Lucas seconded and the motion was unanimously approved.**

### **Report from Endowment Fund Board**

Chairman King reported that the Endowment Fund Board met in Closed Session.

### **Report from Advancement Committee**

Committee Chair Michael Tiemann reported that Advancement is having a banner year in fundraising and continues to build momentum. Ticket sales have doubled, funds are in place for the James Albritten Distinguished Visiting Artist Professorship within the AJ Fletcher Opera Institute, and exceptional progress has been made towards the Fletcher match (\$640k having been raised since June 2013). Advancement's overall goal for the year is \$3.3M in unrestricted and restricted funds.

### **Report from Finance Committee**

Committee Chair Charlie Lucas reported the following from the Finance Committee meeting:

- George Burnette presented the Financial Analysis as of October 31, 2013 for the General Fund. UNCOSA's current spending rate, with respect to state funds, is consistent with previous years.
- UNCOSA has been notified by General Administration about an additional \$4M reduction that will be allocated to all UNC system schools. At this time, we do not know what our allocated amount will be.
- For this year, our current projection is that our tuition and fee revenue will equal the budgeted amount.
- Mr. Burnette also presented the Institutional Trust Funds Financial Analysis as of October 31<sup>st</sup>. Revenues and expenditures are on track with the budget.
- The Tuition & Fees Committee presented their proposal for increases for the 2014-15 academic year. The proposed Tuition & Fee Schedule is in everyone's notebook.
- Tuition is proposed to increase \$600 for Non-Resident High School and Graduate students, and \$800 for Undergraduate Non-Residents. The proposed \$800 Non-Resident Undergraduate increase is contingent on the General Assembly reversing the 12.3% mandatory increase that was reflected in this year's appropriation bill. If the 12.3% increase is not reversed, then the \$800 Undergraduate Non-Resident increase will not be

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implemented. The fee increases are listed in the board book. It is important to note that many of the fee categories will have no increase for the 2014-15 academic year.

- Chris Body provided the Committee with a construction update. Details are in the materials.
- The new Library is on schedule for completion in April 2014. If anyone would like to tour the site, please contact Chris Boyd.
- The Campus Police Building and Central Storage Building are running behind schedule, the contractors are making an effort to catch-up. The anticipated completion date is now June 17, 2014.
- The Film Production Design Facility is on schedule for completion in May 2014.
- Other projects Facilities are managing include: the Stevens Center HVAC renovation, campus-wide card access update, Advancement house structural renovation and the Workplace West roof replacement.

**MOTION: The Finance Committee moved to approve the 2014-2015 Tuition and Fees Schedule as presented. This would include the Non-Resident Undergraduate increase that is contingent upon the General Assembly's possible reversal of the 12.3% increase. Elizabeth Madden seconded and the motion was unanimously approved.**

#### **Report from the Personnel Committee**

Chairman King reported that the Personnel Committee did not meet.

#### **Report from Educational Planning and Policies Committee**

Committee Chair, Claire Christopher, called on Ward Caldwell, Dean of Students, to report on happenings and events within Student Life:

- Occupancy in the College Dorms is slightly over 100% with a few triple occupancy rooms.
- Occupancy in the High School dorms is at 98%.
- A student engagement survey regarding drug and alcohol use on campus has been given. The results will be used for implementation of service and initiatives to address drug and alcohol use.
- Staff in Counseling and Testing Services have been attending eating disorder clinics and offering assistance with eating disorders and emotional issues through E-CPR or emotional CPR.
- Admissions has received 915 applications, this is 93 more than the same time last year.
- The impact of the proposed 12.3% legislative tuition increase has been reported to the Finance and Ed. Planning Committees.
- 7 students are slated to graduate in December.
- There have been 9 withdrawals so far this year compared to 17 this time last year.
- Both recruitment and retention rates are improving.

Joseph Blankinship reported the following happenings within the Student Government Association (SGA):

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- Mr. Blankinship co-chaired the Tuition and Fees Committee with Associate Provost David English. The Committee had full student representation with high school, undergraduate and graduate students serving.
- SGA is assisting with the pancake study break.
- The third town hall meeting of the academic year will take place soon.
- SGA participated in the Campus Safety Walk with Camps Police.

David Nelson reported the following during his Provost report:

- Faculty Rank letter have been sent out confirming rank.
- Two important searchers are under way:
  - Executive Director of the Center for Design Innovation.  
This search is being co-chaired by UNCSA's Jim DeCristo and Scott Betz of Winston-Salem State. Mr. Betz is also serving as the Interim Director.
  - Director for the Center for Teaching and Learning  
The Center, which will be housed in the new library, will enrich teaching and learning services for both faculty and students. It is our hope that this center becomes the premier training facility for teaching artists in the world. Susan Jaffe, Dean of Dance, is chairing the search, and we are fortunate to have Katherine Ross, Director of Wake Forest University's Center for Teaching and Learning on the committee.

Deb Cheesebro, Director of Campus Police and Public Safety, provided the annual Clery Report Statistics. Safety Handbooks, including the Clery statistics, were distributed to the Board. Progress has been made from 2008-2014 in terms of reporting, and there are several positive trends to report. Over the past three years, drug violations are down, as are alcohol violations. The new reporting parameters also include statistics are residence hall fires, overall campus safety and instructions for students, faculty and staff on how to report a crime.

Dr. Cheesebro also reported that Campus Police participated in a safety walk with students. It gave students an opportunity to share where they feel safe on campus and where they do not. The list of recommendations that came out of this walk will be taken into consideration as safety improvements are made for the coming year.

### **Report from the Governance Committee**

Committee Chair Charlie Lucas reported that the committee met, but no formal business was conducted. The Board does not have any vacancies at this time, but in the coming months, Governance will work to revise and refine our list of potential Trustees.

Chairman Rob King announced that Elizabeth Madden will serve as the Board of Trustees liaison to the Board of Visitors.

### **Report from Chancellor Moeser**

Chancellor Moeser reported on the work he is doing at UNCSA to help us prepare for a new Chancellor. The big issues he is addressing include effective recruitment, fundraising and capital needs. His goal is to have a capital campaign ready to go for the School's new leadership.

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Chancellor Moeser addressed the competition that exists at other conservatories, as well as revered arts programs at more traditional universities, when it comes to recruiting premier students. UNCOSA is in need of a robust campaign that funds both needs-based and academic scholarships to lure top-notch students. Capital needs are another concern. The Stevens Center is in need of a major overhaul. This performing arts center is the cornerstone of the downtown arts district in Winston-Salem, and funds need to be raised to transform it into the performing arts center it needs to be. Chancellor Moeser would like to see UNCOSA and the City join efforts to complete the overhaul that will allow for top-notch presenting. In addition to the Stevens Center, he briefly discussed the plans for the Bailey Power Plant to become a community arts center. A partnership between UNCOSA, Wake Forest University and the innovation community, this project demonstrates the connection between arts and innovation.

### **Move to Closed Session**

**MOTION: Charlie Lucas moved to go into Closed Session pursuant to N.C.G.S. 143-318.11(a)(1) to prevent disclosure of information that is privileged or confidential pursuant to the laws of the State of North Carolina. Greer Cawood seconded and the motion was unanimously approved.**

### **Return to Open Session**

Chairman King reported that the Board discussed designer selections, and business of the Endowment Fund Board.

### **Other Business**

Mr. King reported that the Chancellor Search Committee meets today. The list of 30 candidates will be narrowed to 12-15 for airport interviews in late January/early February. From there, 4-5 candidates will be invited to campus for more extensive interviews, with 3 names going before System President Tom Ross. Mr. King also reported that the search will remain open over the holiday break.

### **Closing Remarks/Adjournment**

With no further business to discuss, the December 6, 2013 meeting of the Board of Trustees adjourned at 10:27 a.m.

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