

OPEN SESSION MINUTES

May 1, 2020

University of North Carolina School of the Arts
Hanes Student Commons, Eisenberg Social Hall
Winston-Salem, North Carolina

***denotes voting Trustee**

TRUSTEES PRESENT

*Ralph Womble, Chair
*Erna Womble, Vice Chair
*Steve Berlin, Secretary
*Greer Cawood
*Skip Dunn
*Anna Folwell
*Phillip Horne
*Maura Wetzels, SGA President
*Mark Land
*Rob King
*Phillip Horne
*Elizabeth Madden
*Michael Tiemann
Tom Kenan
Sandi Macdonald
Secretary Susi Hamilton
Al Crawford
Peter Juran, Foundation Liaison

SPECIAL GUEST

Randy Ramsey, UNC Board of Governors Chairman

STAFF PRESENT

Brian Cole, Interim Chancellor
Karin Peterson, Interim Ex. Vice Chancellor
and Provost
Karen Beres, Vice Provost and Dean of
Academic Affairs
Jim DeCristo, VC and Chief of Staff

David Harrison, Vice Chancellor and
General Counsel
Claire Machamer, Vice Chancellor for
Strategic Communications
Ed Lewis, VC for Advancement
Michael Smith, VC for Finance and
Administration
Cindy Liberty, Director of the Foundation

Tracey Ford, Interim Vice Provost and Dean of Students
Angela Mahoney, Director of Human Resources
Susan Jaffe, Dean of Dance
Tony Woodcock, Interim Dean of Music
Michael Kelley, Dean of Design and Production
Dean Wilcox, Dean of Academic Affairs
Martin Ferrell, Headmaster and Dean of the High School
Mike Wakeford, Chair of Faculty Council
Amanda Balwah, AVC and Secretary of the University
Elizabeth White, Strategic Communications

Erin Baker, Ex. Asst. to the Chancellor
Matt Horvat, Bursar
Jane Kamiab, Director of Financial Aid
Jeremy Serkin, Strategic Communications
Katherine Johnson, Strategic Communications
Laurel Donley, Counseling Services
Lauren Whitaker, Strategic Communications
Nic Brown, SGA President Elect
Paul Razza, Director Admissions
Virginia Riccio, Ex. Asst. to the Provost
Richard Whittington, AVC for Advancement
Shannon Henry, Chief Audit, Risk and Compliance Officer

CONVENE OPEN SESSION

Chairman Ralph Womble convened the May 1, 2020 meeting of the University of North Carolina School of the Arts Board of Trustees at 9:03 a.m. A quorum was confirmed. Chairman Womble reminded all members of the Board of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflicts as required by this act.

WORDS OF SUPPORT

Randy Ramsey, Chairman of the UNC Board of Governors, thanked Chairman Womble and Interim Chancellor Cole for the opportunity to address the Trustees and UNCSEA Community. Chairman Ramsey thanked the Trustees, faculty, staff and University leadership for their hard work during this unprecedented time of the COVID-19 pandemic. He also provided a brief update on the search for the new UNC System President.

APPROVAL OF MINUTES

MOTION: Steve Berlin moved to approve the open session minutes from the February 28, 2020 meeting as presented. Rob King seconded and the minutes were unanimously approved.

REPORT FROM INTERIM CHANCELLOR COLE

Chancellor Cole thanked everyone for coming to the meeting via Zoom. He highlighted the changes and challenges everyone has faced the past two months due to the COVID-19 pandemic.

Chancellor Cole's report highlighted the measures UNCOSA has taken to finish the academic year remotely, and the steps being taken to prepare for what is next. He discussed the heavy lift by faculty, staff and administration to switch to remote learning virtually overnight. There were rapid trainings and peer-to-peer support sessions amongst faculty to achieve success and overcome the challenges of moving UNCOSA's curriculum to an online format. Summer intensives will also be held virtually.

Chancellor Cole went on to address the follow areas:

- Technology infrastructure: UNCOSA invested \$200k from reserves and fund balances early on to purchase new technology resources for faculty, staff and students. Further investments will likely be required later on.
- Commencement: UNCOSA is planning an in-person commencement celebration in the fall. In the meantime, virtual celebrations will be held on the original commencement dates of May 9th and May 16th.
- Reducing population density: A majority of faculty and staff were able to shift to remote work quickly, while essential employees, including housekeeping, maintenance, residential housing, student services, and campus police, continued to work from campus in safe and effective ways.
- Student health and emotional challenges: The sudden change to online learning presented a difficult shift and our student affairs team has been helping students and parents along the way.
- Refunds: The UNC System Office decided students would receive prorated refunds for housing and dining services. These refunds total a little under \$1.7M from the University's modest reserves.

His report went on to discuss scenario planning for the fall. There are three working groups thinking through fall planning: the executive team, the EOC taskforce (made up of staff and some faculty), and the academic programs working group. Each of the groups is moving forward, but at this point, UNCOSA does not know what the fall will look like. As more information becomes available over the coming weeks and months, the fall plans will become more concrete. The two main areas of uncertainty are big ones – the spread and containment of COVID-19, and financial resources.

REPORT FROM ACADEMIC AND STUDENT AFFAIRS

Interim Provost Karin Peterson expressed her appreciation for the Board of Trustees. She thanked them for their notes of encouragement and support during this time.

Dr. Tracey Ford, Interim Vice Provost and Dean of Student Affairs, provided an update on the work of Student Affairs. She updated the board on the Division's work to make sure students are safe during the pandemic. They are working on plans for students to return to campus to pick up their belongings.

Paul Razza, Director of Admissions, gave an enrollment update. Virtual information sessions have been offered with admissions counselors, and the deadline for deposits is being extended into June.

Maura Wetzel, Student Body President, gave her final report in the position. Since March 11th, Student Government has switched gears to provide information via social media. Miss Wetzel's final detailed report is available online for Trustees to read. Student Government has requested additional funds for SGA to operate during the next academic year. Miss Wetzel also introduced Nic Brown to the Board. Mr. Brown is President-elect of the Student Government Association.

Michael Tiemann commended all University leadership for their amazing work over the course of the spring semester.

Mike Wakeford, Chair of Faculty of Council, offered a few highlights from his report published online. He thanked everyone for their emergency work to make things run as smoothly as possible this past semester. He also thanked Elizabeth White, Chair of Staff Council, for her collaboration.

Chairman Cole thanked Dean of Dance, Susan Jaffe, and Interim Dean of Music, Tony Woodcock, for their work and tremendous dedication to UNCSCA.

REPORT FROM THE FINANCE COMMITTEE

Michael Smith, Vice Chancellor for Finance and Administration, reviewed the year-to-date financial performance of UNCSCA. The majority of the discussion involved the impacts of COVID-19 on financial resources, personnel actions, and capital projects. The transition to online learning required over \$2M in expenses from fund balances and reserves to be spent on technology and IT infrastructure. Mr. Smith detailed the strategies being implemented to address the impact of potentially not having a FY 20-21 state budget. He concluded his report by providing an update on the status capital projects, specifically the Semans Arts and Administration Building, Performance Place, and the new residence hall and introducing Ms. Wendy Emerson, UNCSCA's new Controller, who comes to the School from Forsyth Tech.

REPORT FROM THE PERSONNEL COMMITTEE

Angela Mahoney, Director of Human Resources, provided a brief update on the impact of COVID-19 on HR operations. At this time, there has been no communication from the state regarding furloughs.

Ms. Mahoney then presented UNCSCA's Annual HR Compliance Report (Management Flexibility) which covers FY July 2018 – June 2019 and includes information on the new and continuing EHRA appointments, salary and non-salary compensation for those new and continuing appointments, conferral of tenure, analysis of equity issues and any audit findings. UNCSCA complies with UNC System Office standards.

MOTION: Phillip Horne made a motion to approve UNCOSA's Annual HR Compliance Report as presented. Mark Land seconded and the motion was unanimously approved.

Ms. Mahoney called on Elizabeth White, Staff Council Chair, to summarize the Staff Council Year-End Report. Mrs. White thanked the Trustees for her seat at the table and on the Personnel Committee throughout the year. She went on to introduce Sharon Fogarty as the incoming Chair and Heather Lathrop and Secretary/Treasurer. Mrs. White addressed the numerous changes that have happened during the COVID-19 pandemic and Staff Council's advocacy for continued training of supervisors, continuing education opportunities, and strategies to boost employee morale on campus.

MOTION: Phillip Horne made a motion to go into closed session to consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee, pursuant to 143-318.11(a) of the North Carolina General Statutes, and to prevent the disclosure of information that is privileged or confidential pursuant to the Privacy of State Employee Personnel Records Act, Article 7 of Chapter 126 of the North Carolina General Statutes. Mark Land seconded and the motion was unanimously approved.

REPORT FROM CLOSED SESSION

Chairman Womble reported that the Board of Trustees went into Closed Session to consider emeritus status, faculty rank, and to discuss other confidential matters related to advancement, safety, and security.

APPOINTMENT OF THE NOMINATING COMMITTEE

Chairman Womble appointed the following Trustees to the Nominating Committee:

Greer Cawood (Chair)
Phillip Horne
Mark Land

The Committee will work over the next month to confirm a slate of officers for the Board of Trustees for 2020-2021.

CLOSING REMARKS

Chairman Womble thanked Tony Woodcock, Interim Dean of Music for stepping in and doing such a great job leading the School of Music this academic year. He thanked Shannon Henry, Director of Internal Audit and Compliance, for her hard work and support over the years. He wished her well in her new position as the Chief Operating Officer of UNC-TV. Mr. Womble thanked Maura Wetzel, SGA President, for her commitment to the Board of Trustees and the Chancellor Search Committee this past year. She did a fantastic job serving as the voice of the

students. And finally, Chairman Womble thanked Susan Jaffe for her fantastic leadership of the School of Dance. She really helped the School reach new heights during her tenure.

With no further business to discuss, the May 1, 2020 Board of Trustees meeting adjourned at 11:45 a.m.

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