

**NORTH CAROLINA CENTRAL UNIVERSITY  
DURHAM, NORTH CAROLINA  
BOARD OF TRUSTEES MEETING MINUTES**

**JUNE 24, 2020**

The NCCU Board of Trustees convened VIRTUAL VIA WEBEX/DIAL IN ACCESS on Wednesday, June 24, 2020. Chairman Holloway called the meeting to order at 9:10 a.m.

**INVOCATION:** Trustee Herrera gave the invocation

**ROLL CALL:** Present: Mr. Kevin Holloway, Mrs. Karyn Wilkerson, Mrs. Oita Coleman, Mr. James Walker, Mr. John Herrera, Mr. Michael Johnson, Mr. Keith Chadwell, Mr. William Bell, Mr. Roderick Allison, Mrs. Hellena Tidwell, Dr. Kenneth Tindall and Ms. Allyson Siegel

Absent:

**NOTE:** In accordance with the Attorney General’s Advisory Letter Public Bodies can conduct Open Meetings electronically pursuant to NCGS 143.318.13. The public body must comply with statutory requirements and provide notice and access of the meeting to the public, in this case through electronic means so members of the public as well as media may be present via WEBEX or Dial in Access.

**ADOPTION OF THE AGENDA:** It was moved by Trustee Coleman and properly seconded by Trustee Johnson that the agenda be adopted. The motion carried.

**APPROVAL OF THE MINUTES:** It was moved by Trustee Allison and properly seconded by Trustee Herrera to approve the minutes dated February 26, 2020 and April 22, 2020. The motion carried.

**CHAIR'S REMARKS:** Chairman Holloway informed the Board, as Chair, it is his 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 conflict 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 conflict was presented.

### **RESOLUTION**

Due to COVID 19 the Trustees were unable to recognize and thank Brandon Hedgebeth personally for his services as President of SGA, but also as a member of the NCCU Board of Trustees from May 1, 2019 through April 1, 2020. The Resolution was read by Chairman Holloway and is attached to the minutes as a part of the record.

It was moved by Trustee Coleman and properly seconded by Trustee Herrera to adopt the Resolution. The motion carried.

### **SWEARING IN OF TRUSTEE ELECT**

Senate Bill 704 “An act to provide aid to NC in response to the COVID 19 Disease 2019 Crisis” was enacted on May 4, 2020 by the NC General Assembly which allows a Notary to perform acknowledgements and oaths/affirmations over video conference technology until August 1, 2020.

Trustee-elect Keshawn Coleman is the newly elected SGA President for 2020-2021. He was elected in April; will be a senior in the fall, majoring in Mass Communication, Concentration in Public Relations; previously served on the Executive Board under President of the SGA Brandon Hedgebeth and is from High Point, NC.

Chairman Holloway recognized Ms. Dottie Fuller to administrator the Oath of Office to Trustee-Elect Keshawn Coleman.

**REPORT OF THE CHANCELLOR:** Chancellor Johnson Akinleye presented the Chancellor’s Report.

Chancellor Akinleye provided several campus updates related to the ongoing response to COVID-19, as well as other initiatives that have been underway since the Board of Trustees last met.

### **PASSING OF CHANCELLOR EMERITUS WHITING**

Our community was saddened by the passing of Chancellor Emeritus Albert N. Whiting on June 4<sup>th</sup>. As many of you know, Chancellor Whiting served NCCU for more than 15

years and was responsible for a number of contributions and expansions for the university, including several major capital projects and a focus on fundraising. The university has been in contact with one of his daughters, Dr. Brooke Whiting, to extend our love and outpouring of sympathy to her and her family.

### **135<sup>th</sup> COMMENCEMENT**

We hope you were able to tune into our first virtual Commencement on May 30<sup>th</sup>, where we awarded 1,045 undergraduates, graduates and professional degrees. We had a large audience of nearly 1,200 people who joined us virtually on both Facebook and YouTube and a number of people have viewed the ceremony since it originally aired. Additionally, we are mailing commemorative boxes to all graduates that include two copies of their diploma, one transcript, honor cords, and an alumni pin. We realize the pandemic disrupted plans for an in-person ceremony, but provided them with a high quality virtual experience to celebrate their outstanding achievements.

### **RESEARCH AND SPONSORED PROGRAMS**

Amidst the COVID-19 pandemic, our institution is resilient and continues to thrive. To date, we have generated \$30.68 million for research and sponsored program grant. Recently, we were awarded several grants, including one that creates an opportunity for us to expand our work in the area of health disparities as it specifically relates to the coronavirus. Two of these grants were just announced within the last three weeks. The first is \$1 million from the N.C. Policy Collaboratory at The University of North Carolina at Chapel Hill to establish the Advanced Center for COVID-19 Related Disparities (ACCORD) with BBRI. This initiative supports multidisciplinary research into the public health and economic impact of COVID-19. A second MOU collaboration with UNC Chapel Hill, totaling more than \$784,000, will re-establish our Veterans Clinic in the School of Law to serve veterans and active-duty military. A third grant of \$400,000 from the National Science Foundation will help us further advance our institution in nuclear physics research. And, on Monday we were awarded \$185,000 in funding from the Department of Homeland Security to study methods for countering weapons of mass destruction in partnership with Duke University and Lawrence Livermore National Laboratory.

Chancellor commended the Principal Investigators and their teams for their important work on these key research initiatives.

## **CAMPUS UPDATE**

Chancellor also announced our third cohort of Cheatham-White Scholars. What makes this group outstanding is that they bring to the university the highest academic profile of all Cheatham-White Scholars cohorts, averaging a 4.42 GPA, and either a 1307 SAT score or a 31 ACT score.

## **COVID-19 UPDATE**

Chancellor did not have to tell all of us how COVID-19 is regrettably reshaping all of our lives. At NCCU, we have been working aggressively over the past several months to rapidly respond to this pandemic crisis. We established an Operations, Recovery and Continuity Task Force whose main objective have been to develop plans for reopening our campus in August that focused on the health, safety and well-being of our students, faculty, staff and visitors. The Take Force was instrumental in developing our ‘Protecting the Nest’ Guidelines for Returning to North Carolina Central University that were issued on June 3<sup>rd</sup>, as well as the Operations, Recovery and Continuity Plan that was distributed to the campus community on June 15<sup>th</sup>.

## **HEALTH & SAFETY**

The plans, which are available online, discuss in detail several critical areas including:

- New and updated Health and Safety Guidelines, which include the UNC System’s requirement to wear masks or face coverings; our process for isolating, quarantining and contact tracing COVID positive students and employees; and our enhanced cleaning and sanitation schedule and protocols.
- Additionally, Human Resources has noted UNC System and State Office of Personnel guidance related to leave, working arrangements and considerations for high risk populations.

## **INSTRUCTIONAL DELIVERY**

Subcommittees within the Task Force has laid out plans for academic instruction to include the following:

- Methods of course delivery, which can take the form of online, hybrid and face-to-face;
- Classroom safety;

- Reconfiguring classrooms to adhere to capacity limitations;
- Movement between classes; and
- Technology needs and requirement.

Academic Affairs has also worked closely with the Child Development Laboratory on campus to develop a protocols manual to ensure the health and well-being of these pre-school children. We are also working with Durham Public Schools as the Early College High School is on our campus.

### **TOWN HALLS**

Additionally, we have scheduled and conducted three Town Halls with faculty and staff focused on health and safety protocols. A third Town Hall for faculty focused on Academic Instructional Delivery. Thus far, the sessions have been attended by nearly 700 employees. A Town Hall meeting for students is planned for June 29 and it will highlight health and safety protocols, residential life and student engagement, course delivery and dining services.

### **COVID SIGNAGE**

Our community will see new signs posted through the campus, including directives on social distancing and hand washing, directional signage for buildings noting entry and exit points, the requirement for face coverings, and other safety protocols.

### **FALL 2020**

Following review of guidance from the UNC System and state health officials, and in consultation with deans, chairs and faculty, the decision was made to begin our fall semester on August 24 and to end before the Thanksgiving holiday. This allows us to conclude the semester in advance of the winter flu season or any possible resurgence of the COVID-19, while still providing robust academic instruction to our students. Due to ABA guidelines, our School of Law has a slightly different calendar, but one that maintains the academic integrity and rigor safely for our Legal Eagles.

### **STUDENT EMERGENCY RELIEF FUND**

Chancellor thanked all members of the NCCU family who have provided support for the Student Emergency Relief Fund that assists our Eagles facing the impacts of

coronavirus. As of June 22, we have raised \$95,326 from 422 donors to support this essential service initiative.

## **HOMECOMING 2020**

NCCU announced on Friday, June 19<sup>th</sup>, that due to COVID-19 pandemic restrictions and the university's desire to ensure the health and safety of all planned attendees, all in-person alumni events for Homecoming are cancelled. Virtual experiences are planned for highlighting and celebrating reunion classes. The Homecoming Football game will proceed as planned with reduced spectator capacity.

## **ENROLLMENT**

Dr. Monica Leach will provide updates from the Division of Enrollment Management later in the meeting. We are actively preparing to welcome our new Eagles in August. To that end, Chancellor shared enrollment updates, specifically admits and confirmations, with data as of June 19<sup>th</sup>.

- In the area of first-year students, up to 907 confirmations, compared to 766 at the same time last year.
- Transfer student numbers are holding steady with 186 confirmations, compared to 234 last year students.
- Numbers in Graduate Studies program are trending up, with 436 confirmations, which is an increase of four students from 2019.
- Have 114 confirmations in the School of Law; last year at 140.
- And lastly, making up ground in the area of Distance Education space, with a headcount of 1,331 student and credit hours of over 16,580.

Overall, we are very confident and hopeful about the fall 2020 semester!

## **RESIDENTIAL LIFE/HOUSING**

These numbers are consistent with our housing applications and assignments. Received over 3,200 housing applications and have assigned more than 2,600 students to rooms in our 11 residential halls. We have taken Martha Street Apartments offline, as it will serve as quarantine housing, if needed.

## **CAPITAL PROJECTS**

This August, we will formally open two of the three new residence halls now under construction—Alston Street Apartments and the George Street Residence Hall.

- The Alston Street project will be complete on August 12<sup>th</sup>.
- The George Street project will be completed on August 11<sup>th</sup>.
- Started construction on the Lawson Street project, and expect to finishing June 2021.
- Tremendous progress has been made at the site of the New Student Center; construction continues to be on schedule with the new building scheduled for completion in December 2021.
- Early site work will begin in March 2021 on the new School of Business and we expect to occupy the building in May 2022.
- Lastly, a newly constructed Starbucks restaurant attached to the first floor of the Shepard Library will formally open in August. It's a full concept shop that we know will be a popular addition on campus.

## **NEW APPOINTMENTS AND VICE CHANCELLOR FOR INSTITUTIONAL ADVANCEMENT SEARCH**

Chancellor recognized two new members serving in leadership positions within Administration and Finance and Student Affairs:

- Attorney Fenita Morris-Shepard has been named interim chief legal counsel.
- Mr. James Tanzosch named director of Purchasing.
- Ms. Joy Hartfield, who previously served in the interim role, was named dean of students and assistant vice chancellor in the Division of Student Affairs.

Additionally, on campus interviews were conducted over the past two weeks for the vice chancellor for Institutional Advancement. Chancellor plans to make a hiring decision in the coming weeks for this key leadership team role.

## **NEW ACADEMIC PROGRAMS**

As you will hear from Dr. Yolanda Anderson, interim provost, our efforts to offer new and cutting-edge academic degrees that address critical workforce needs are a major focus at NCCU.

- The chart notes all programs that have been approved over the past two years.
  - Most recently, we have added the B.S. in Sports Medicine and a B.S. in Information Technology with emphasis in cybersecurity and data analytics.
  - We also have three programs in the “request to establish” phase with the UNC System, including a B.F.A. in Animation and Interactive Media, a B.S in Nutrition and Dietetics, and M.S. in Nutritional Sciences.

- And, we have submitted a “letter of intent” for two new programs: A B.S. in Entertainment Industry Studies and B.A. in Fashion and Apparel Design.

## **COMMITTEE REPORTS**

### **ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

#### **ACADEMIC AFFAIRS**

Chairman Tindall presented the Academic and Student Affairs Committee Report. There were two (2) action items and several informational items.

It was moved by Trustee Walker and properly seconded by Trustee Herrera to approve the minutes dated February 26, 2020. The motion carried.

Chairman Tindall recognized Dr. Yolanda Banks Anderson, Interim Provost and Vice Chancellor for Academic Affairs to present the Exceptions for Academic Degree Programs.

According to the UNC Policy 400.1.5[R] Regulation Related to Fostering Undergraduate Success, “Baccalaureate degree programs shall require no more than 120 semester credit hours. An institution with compelling reasons as to why a program’s requirements must exceed 120 credit hours may petition to have an exception approved by its board of trustees. Compelling reasons include, but are not limited to: programmatic accreditation standards; licensure requirements; and other state, federal or professional regulations.”

All exceptions for undergraduate degree programs must be approved by the North Carolina Central University (NCCU) Board of Trustees, the University of North Carolina \*UNC) Board of Governors and the UNC System President by the end of the 2019-2020 academic year. In order to be in compliance with this new policy, North Carolina Central University has reviewed all of its undergraduate degree programs and reduced the majority of its programs to 120 credit hours.

There are six (6) academic degree programs for which North Carolina Central University is requesting approval of exceptions from the Board of Trustees. The exceptions are due to accreditation, licensure, and to meet the requirements of a joint degree program shared with North Carolina State University. These programs are:

### College of Arts and Sciences

- B.S. Dual Degree with Physics and Engineering with North Carolina State University;
- B.A. History with concentration in Comprehensive Social Studies (Council for the Accreditation of Educator Preparation and North Carolina Department of Public Instruction);
- B.A. Theatre, Dance, General K-12 Education.

### College of Behavioral and Social Sciences

- B.S.N. Nursing (Accreditation Commission for Education in Nursing).

### School of Education

- B.A. Elementary Education (Council for the Accreditation of Educator Preparation and North Carolina Department of Public Instruction);
- B.A. Middle Grades (Council for the Accreditation of Educator Preparation and North Carolina Department of Public Instruction).

It was moved by Trustee Johnson and properly seconded by Trustee Walker to approve the Exceptions for Academic Degree Programs and forward to the UNC Board of Governors and the UNC President by the end of year 2019-2020 academic year. The motion carried.

Dr. Anderson next presented the Division of Academic Affairs Update. Highlights of her presentation included the following:

### Academic Calendar:

- Semester: August 24 -November 24, 2020, including final exams
  - UNC System requirement for 75 instructional days:
  - 12 addition days of additional instruction: October 12-13 (Fall Break) and 10 Saturdays of virtual instruction
- Calendar Exception: School of Law
  - August 17 -December 9, 2020
  - Compliance with the American Bar Association

### Plans for Instruction and Research

- Guidance from the UNC System Office –Health and Safety Protocols
  - Limit on classroom capacity – maximum of 50%
  - Movement between classrooms
  - Health and safety protocols for in-person instruction
- Instruction
  - Instructional Delivery Modes: online, hybrid and face-to-face
  - Factors
    - Adaptability of course content
    - Faculty preparedness for teaching online
    - Faculty request to teach online
    - Compliance with applicable accreditation guidelines
  - Decision by June 15<sup>th</sup>
  - Face-to-face Classes
    - Locations being evaluated
    - Classes relocated to comply with safety regulations
    - Classes with enrollment that exceeds the capacity requirement will be reevaluated to determine alternate instructional plans
  - Each course section
  - Each unit
- Instruction – Training
  - Office of e-learning Training and Consultation
    - Resources through UNC System Digital Course Enhancement Initiative
    - ITS consultation on University systems
- Assessment of technology needs for faculty and students
- Plans for Research
  - Compliance with Environmental Health and Safety protocols
  - Phases reopening of research institutes and laboratories

Next Dr. Anderson presented the Academic Realignment Update. Highlights of her presentation included the following:

- Charge: To study and advise the Provost of the possible realignment of academic units to ensure a rational arrangement of departments and programs
- Reviewed all colleges and schools for opportunities for synergy in curriculum development and delivery, research/entrepreneurship and service
- Approval received to:
  - Realign units to form the Colleges of Arts, Social Sciences and Humanities (CASH) and the College of Health and Sciences (CHAS)
  - Move one-degree program from CBSS to the School of Education (SOE)
  - Create two degree programs and move from CBSS to CASH (1) and SOE (1)

- Move one-degree program from SOE to CHAS
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- Move one-degree program from CBSS to the School of Education (SOE)
- Create two degree programs and move from CBSS to CASH (1) and SOE (1)
- Move one-degree program from SOE to CHAS
- Current Organizational Structure
  - College of Arts and Sciences
    - ✓ Biological and Biomedical Sciences
    - ✓ Chemistry and Biochemistry
    - ✓ Environmental, Earth and Geospatial Sciences
    - ✓ History
    - ✓ Language and Literature
    - ✓ Mass Communication
    - ✓ Mathematics and Physics
    - ✓ Music
    - ✓ Pharmaceutical Sciences
    - ✓ Theatre and Dance
  - College of Behavioral and Social Sciences
    - ✓ Criminal Justice
    - ✓ Human Sciences
    - ✓ Kinesiology and Recreation Administration
    - ✓ Nursing
    - ✓ Political Science
    - ✓ Psychology
    - ✓ Public Administration
    - ✓ Public Health Education
    - ✓ Social Work
  - New Organizational Structure (July 1, 2020)
    - College of Arts, Social Sciences and Humanities (CASH)
      - ✓ Art (and Textiles)
      - ✓ Criminal Justice
      - ✓ History
      - ✓ Language and Literature
      - ✓ Mass Communication
      - ✓ Music

- ✓ Political Science
- ✓ Psychology
- ✓ Public Administration
- ✓ Social Work
- ✓ Theatre and Dance
- College of Health and Sciences (CHAS)
  - ✓ Biological and Biomedical Sciences
  - ✓ Chemistry and Biochemistry
  - ✓ Communication Disorders (new)
  - ✓ Environmental, Earth and Geospatial Sciences
  - ✓ Human Sciences
  - ✓ Kinesiology and Recreation Administration
  - ✓ Nursing
  - ✓ Nutrition Sciences (new)
  - ✓ Mathematics and Physics
  - ✓ Pharmaceutical Sciences
  - ✓ Public Health Education
- New Degree Programs
  - CHAS (Colleges of Arts, Social Sciences and Humanities)
    - ✓ B.S. in Nutrition and Dietetics (Letter of Intent approved)
    - ✓ M.S. in Nutrition Sciences (Letter of Intent approved)
  - CASH (College of Health and Sciences)
    - ✓ B.S. in Apparel Design
  - SOE:
    - ✓ B.S. in Child Development and Family Relations
- Leadership of New Colleges
  - College of Arts, Social Sciences and Humanities
    - ✓ Dr. Carlton Wilson, Interim Dean
    - ✓ Dr. Robert Wortham, Interim Dean
  - College of Health and Sciences
    - ✓ Dr. M. LaVerne Reid, Interim Dean
    - ✓ Dr. Mohammad Ahmed, Interim Dean
- Distribution of Faculty
  - ✓ College of Arts and Sciences – 171.35
  - ✓ College of Behavioral and Social Sciences – 107.15
  - ✓ School of Education – 42
  - ✓ Grand Total – 320.5
- Distribution of Students
  - ✓ College of Health and Sciences (UG/G) – 3146
  - ✓ College of Arts & Sciences (UG/G) – 1993
  - ✓ School of Education – (UG/G) – 633

Chairman Tindall recognized Dr. Monica Leach, Sr. Associate Vice Chancellor for Enrollment Management and Academic Affairs to present the 2020 Enrollment Outlook. Highlights of her presentation include the following:

- First Time Students Trending to Fall 2020 (Summer & Fall)
- Transfer Students Trending to Fall 2020 (Summer & Fall)
- Distance Education Trending to 2020
- Law Students Trending to 2020
- Graduate Students Trending to 2020

NOTE: The Latino students admitted for fall 2020 - 433 and in 2019 - 389.

### **STUDENT AFFAIRS**

Chairman Tindall recognized Dr. Angela Coleman, Vice Chancellor for Students Affairs to present the Student Affairs Report Update - Continuity of Operations. Highlights of her presentation included the following:

- Health Promotion and Education
- Student Health Services Continuity Plan
- COVID Surveillance, Testing and Tracing
- Student Health Clinic Realignment Plan
- Student Activities and Engagement
- Student Union Reopening Guidelines
- Residential Life Plan for Resuming Full Operations
- Residential Hall Move-In
- Isolation and Quarantine Protocol
- SOAR Operating Plan

### **ADVANCEMENT, ATHLETICS AND EXTERNAL AFFAIRS COMMITTEE**

#### **ADVANCEMENT**

Chairman Siegel presented the Advancement, Athletics and External Affairs Committee Report. There were (6) action items and several informational items.

It was moved by Trustee Bell and properly seconded by Trustee Herrera to approve the minutes dated February 26, 2020. The motion carried.

Chairman Siegel presented five (5) requests for approval of Donor Naming Proposals, namely:

- Proposed Name: That the Dean's Conference Room 2072 located in the H. M. Michaux School of Education be named The Laretta H. Holloway Conference Room
- Proposed Name: That the Conference Room located in the Edmunds Classroom Building Room 201 be named The Al-Tony Gilmore Conference Room.
- Proposed Name: That the NCCU Law Legal Clinic Conference Room located in the Albert L. Turner Building, School of Law be named The Judge A. Leon Stanback, Jr. NCCU Law Legal Clinic Conference Room.
- Proposed Name: That the Conference Room #1229 located in the Mary Townes Science Building be named The Dr. Shabeg Singh Sandhu Conference Room.
- Proposed Name: That the Auditorium Room #1110 located in the Nursing Building be named The Blue Cross Blue Shield of North Carolina Auditorium.

It was moved by Trustee Bell and properly seconded by Trustee Tidwell to approve the five naming proposals, namely:

- Dean's Conference Room 2072 located in the H. M. Michaux School of Education be named The Laretta H. Holloway Conference Room;
- Conference Room located in the Edmunds Classroom Building Room 201 be named The Al-Tony Gilmore Conference Room;
- NCCU Law Legal Clinic Conference Room located in the Albert L. Turner Building, School of Law be named the Judge A. Leon Stanback, Jr. NCCU Law Legal Clinic Conference Room;
- Conference Room #1229 located in the Mary Townes Science Building be named The Dr. Shabeg Singh Sandhu Conference Room; and
- Auditorium Room #1110 located in the Nursing Building be named The Blue Cross Blue Shield of North Carolina Auditorium.

The motion carried.

Interim Vice Chancellor Susan Hester provided the Institutional Advancement report which was included in the Board of Trustees meeting materials. Highlights of her report included the following:

Third Quarter Fundraising: The Institutional Advancement Division is actively engaged in identifying, cultivating and stewarding donors to advance the mission of NCCU.

During the Coronavirus pandemic, the Division saw a significant decrease in major gifts however, annual gifts and planned gifts have remained steady.

The Development Officers have focused on stewardship and engagement of donors as they gear up to reengage and reignite fundraising activity.

- As of June 22, 2020: Total raised to date \$4,616,382 in cash and pledges from 5,811 donors.
  - Tracking close to the 2017/2018 totals (\$5 million); with an increase of 676 in FY 17/18 donors and 378 in FY 18/19
- Naming Opportunities Brochure
- Institutional Advancement redesigned its Giving Webpage
- NCCU Day of Giving
  - Launched May 28<sup>th</sup> through May 31<sup>st</sup>
  - Campaign Results
    - \$129,765 Contributions
  - 584 Donors
- Student Emergency Relief Fund
  - Campaign Results - \$94,716
  - 424 Donors
- Class of 2020 Celebration Postcard
- NCCU's 2020 Homecoming has been cancelled

## **ATHLETICS**

Next Chairman Siegel presented the Game Day Alcohol Sales Implementation Recommendation. This report included the Objective, Overview, Definition of Saleable Alcoholic Beverages, Purpose, Management Company a Selling Protocol, Security and Monitoring and Awareness and Education: Highlights of this report included:

The NCCU Department of Athletics is requesting approval for the sale of beer and wine at home football, men's and women's basketball contests beginning with the Fall 2020 season. Monday, June 17, 2019, the North Carolina Senate approved House Bill 389 which authorizes North Carolina public colleges and universities to allow alcohol sales at athletics venues if the institution's Board of Trustees has voted to allow the issuance of permits for use in those athletics facilities. During the February 2020 NCCU Board of Trustees meeting, the updated Alcohol Beverage Policy revisions were approved. This approval was required before the current request could be considered. This plan includes only the sale of beer and wine (no mixed beverages) during NCCU athletics events. The policies and procedures listed in this document will ensure that the selling of alcoholic beverages at NCCU athletic events will be executed in a legal and

safe manner. Additionally, awareness and education strategies are outlined in this document. Currently, there is a committee comprised of representatives from the Department of Athletics, Division of Student Affairs, Office of Legal Affairs, Administration & Finance and Business Auxiliary Services to provide feedback to ensure issues such as liability, education awareness, and procurement are continually addressed continually through the sports season. This plan will ensure alignment with State and University regulations regarding the distribution of alcoholic beverages at NCCU athletic events.

This plan includes financial forecast of anticipated costs and profit that can be realized from the sale of alcoholic beverages at NCCU athletic events. The athletics team surveyed and consulted with other UNC system schools that implemented alcoholic sales during athletic events, as well as with internal and external management companies which specialize in the operations and sale of alcoholic beverages at athletics events.

The execution of alcohol sales is an opportunity to not only enhance the NCCU fan experience, but to provide additional resources to invest in the athletic department's mission of providing a high quality academic and athletic experience for NCCU student-athletes.

It was moved by Trustee Chadwell and properly seconded by Trustee Herrera to approve the Game Day Alcohol Sales Implementation Recommendation. The motion carried.

Chairman Siegel recognized Dr. Wicker-McCree to present Athletics Updates for FY 20 Budget and FY 21-23 Budget Realignment. Highlights of her report included:

**FY20:** The FY20 athletics budget will realize a significant budget shortfall. All revenue lines experienced a shortfall due to the inability to continue season ticket sales, parking, cabana sales, rental of facilities, and NCAA distribution shortfalls. This information will be distributed closer to BOT meeting date.

**FY21:** A thorough assessment of all operational, sports sponsorship and personnel has been completed in order to decrease the FY21 budget by approximately \$2.8M. This reduction will include downsizing in staffing and decreasing operational budgets up to 30%.

**Fall Season:** We hope to have a decision regarding fall sports by the June Board of Trustees meeting and an update will be shared at that time. This decision is dependent upon State, UNC System, University and MEAC governing body recommendations and guidelines.

**NOTE:** The Trustees requested at the September 23, 2020 Board of Trustees meeting that Athletic Director Dr. Ingrid-Wicker McCree provide a detailed Athletics department budget and a MEAC Update.

## **AUDIT COMMITTEE**

Chairman Walker presented the Audit Committee Report. There were three (3) action items and several informational items.

It was moved by Trustee Johnson and properly seconded by Trustee Chadwell to approve the minutes dated February 26, 2020. The motion carried.

Chairman Walker recognized Mr. Robert Gaines, Internal Auditor to present two (2) action items:

Internal Audit's Annual Audit Plan: The North Carolina Central University's Internal Audit Office's (IAO) plan for fiscal year 2021 is provided for information and consideration by the Chancellor, Board of Trustees Audit Committee, management and other constituents of the University. The audit plan's purpose is to convey the IAO's focus for the planned audit year beginning July 1, 2020 through June 30, 2021.

The 2021 audit plan is a living document, requiring continuous monitoring and revision as conditions warrant. The process of implementation will require ongoing support of the Chancellor, Audit Committee, management, and other university constituents in maximizing Internal Audit's effectiveness for the greater benefit of NCCU.

As set forth in the internal audit charter, the IAO's role is to provide independent and objective assurance and consulting services designed to add value and improve institutional operations. The IAO assists the University in accomplishing its objectives by bringing a systematic, disciplined approach to the evaluation and improvement of University processes related to the effectiveness of risk management, control, and governance processes.

More specifically, the IAO evaluates whether University processes, as designed and represented by management, are adequate and functioning in a manner to help ensure the following university objectives are achieved:

- Risks are appropriately identified and managed;
- Interaction with the various governance groups occurs as needed;
- Significant financial, managerial, and operational information is valid, reliable, and timely;
- Employees' actions are in compliance with policies, standards, procedures, and applicable laws and regulations;
- Resources are acquired economically, used efficiently, and adequately protected;
- Programs, plans, and objectives are achieved;

- Significant legislative or regulatory issues impacting the institution are recognized and addressed appropriately; and
- Accountability, integrity and efficiency within the institution are maintained.

It was moved by Trustee Herrera and properly seconded by Trustee Coleman to approve the Internal Audit Office's Annual Plan for FY-2021. The motion carried.

Mr. Gaines next presented the Internal Audit Charter. The mission of the Internal Audit Office (IAO) is to support the university in the successful achievement of its strategic goals. This is accomplished by serving as an independent partner to university leadership, faculty and staff in the identification and balancing of their units' risks through objective, flexible and proactive audit and consultation services.

The purpose of the IAO is to provide independent, objective, assurance and consulting services designed to add value and improve the university's operations. The IAO assists the university in accomplishing its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes. Guided by a value-driven philosophy of partnering with other departmental units, the IAO assists in continuously improving the operations of the university.

The scope of work of the IAO is to determine whether the university's network of risk management, control and governance processes, as designed and represented by management, is adequate and functioning in a manner to ensure:

- Risks are appropriately identified and managed
- Interaction with the various governance groups occurs as needed
- Significant financial, managerial, and operational information is accurate, reliable and timely
- Employees' actions are in compliance with policies, standards, procedures and applicable laws and regulations
- Resources are acquired economically, used efficiently and adequately protected,
- Programs, plans and objectives are achieved
- Significant legislative or regulatory issues impacting the university are recognized and addressed appropriately, and,
- Accountability, integrity and efficiency within the university are maintained.

It was moved by Trustee Tindall and properly seconded by Trustee Chadwell to approve the Internal Audit Charter. The motion carried.

Mr. Gaines, Internal Auditor also included additional reading materials in the Board's packet, namely:

- Unplanned Internal Audit Activities as of FY19 and FY20
- Planned Internal Audit Activities as of FY19 and FY 20.
- Enterprise Risk Management Initiative (ERM)

Mrs. Leah Kraus, Chief Information Officer, provided the Information Technology Security Update as an informational item.

## **FINANCE AND FACILITIES COMMITTEE**

Chairman Johnson presented the Finance and Facilities Committee Report. There was one (1) action and several informational items.

It was moved by Trustee Bell and properly seconded by Trustee Tindall to approve the minutes dated February 26, 2020. The motion carried.

### **FINANCE AND FACILITIES**

Ms. Akua Matherson, Interim Vice Chancellor for Administration and Finance presented the Administration/Finance and Capital Project Updates. Highlights of her presentations included the following:

#### **Administration:**

- Personnel Changes:
  - Interim Budget Director
  - Direct of Environmental Health and Safety
  - Director of Purchasing

#### **Finance:**

- 3<sup>rd</sup> Quarter Budget Update
  - General Funds
  - University Auxiliary funds
- Financial Impact of COVID-19:
  - Incurred Expenses and Revenue Loss
  - Expected Funding – Federal and State
  - Budget Outlook for FY 2020-FY 2021

#### **Capital Projects Update:**

- Major Capital Projects
  - Student Housing
  - New Student Center
  - Shepard Library (Starbucks)

- New School of Business
- 24/7 Collaborative Learning Center
- WNCU Radio Station
- Master Plan
- Minor Capital Projects

## **ENDOWMENT FUND**

Chairman Holloway presented the Endowment Fund Report. There was one (1) action and an informational item, namely, It was moved by Trustee Allison and properly seconded by Trustee Johnson to approve the minutes dated February 26, 2020. The motion carried.

The Investment at a Glance through the end of the 3<sup>rd</sup> Quarter was provided as reading material only. Highlights of this report included:

The UNC Management Company Fund had a performance return of (2.71%) for Fiscal Year 2020. Piedmont Investment Advisors had a performance return of (15.04) %.

The market value of the University's Endowment Fund as of March 31, 2020, was \$37,478,281 compared to \$39,525,319 as of July 01, 2019. This change reflects a market value decrease of (\$2,047,038) or (5.18%) for fiscal year 2020.

## **GOVERNANCE COMMITTEE**

Chairman Wilkerson presented the Governance Committee Report. There were three (3) action items and informational items.

It was moved by Trustee Tindall and properly seconded by Trustee Herrera to approve the minutes dated February 26, 2020 and May 21, 2020. The motion carried.

Interim General Counsel Fenita Morris-Shepard shared with the Board that the UNC Board of Governors amended the UNC Policy, Section 200.8 Policy on Chancellor

Searches and Elections last fall. As a result of this amendment the NCCU By-laws are being amended in accordance with this UNC Policy amendment.

Therefore, the NCCU Board of Trustees By-Laws are amended as follows:

On Page 10, Appendix 1 - delete the language in Section 1.4.7 which reads: "The Institutional Search committee shall submit an unranked slate of three (3) candidates to

the board of trustees for consideration.” and substitute the following: “Section 1.4.7 The board of trustees, following receipt of the report of the search committee, shall, subject to the direction of the president, recommend an unranked slate of no fewer than two (2) candidates for consideration by the president in designating a nominee for the chancellorship.”

It was moved by Trustee Allison and properly seconded by Trustee Tindall to amend the NCCU Board of Trustees By-Laws as it relates to Appendix 1 on page 10, Section 1.4.7 by deleting “no fewer than two (2) candidates” and substituting “no more than two (2) candidates. The motion carried.

Next Chairman Wilkerson shared with the Trustees that there was a Special Call meeting of the Governance Committee via telephone conference on May 21, 2020, to recommend a slate of officers 2020-2021.

The slate of officers recommended by the Governance Committee is as follows:

Kevin Holloway, Chairman  
Michael Johnson, Vice Chairman  
Oita Coleman, Secretary

At the September meeting of the Board of Trustees, which is the Annual Meeting, prior to the election of officers, nominations from the floor shall be permitted. If none, the Board of Trustees will vote on the slate presented for 2020-2021.

## **EXECUTIVE/PERSONNEL COMMITTEE**

Chairman Holloway presented the Executive/Personnel Committee Report. There was one (1) action item.

It was moved by Trustee Herrera and properly seconded by Trustee Wilkinson to approve the minutes dated February 26, 2020. The motion carried.

Chairman Wilkerson informed the Board for completing the Board Assessment Survey.

Chancellor Akinleye also shared with the UNC Board of Governors elected Peter Hans as the new President of the UNC Systems and will assume this role effective August 1, 2020. Mr. Hans is currently President of the NC Community College System. The N.C. Senate elected Hans to serve on the UNC Board of Governors in 2003, 2007 and 2011, and he led the Board as chair from 2012 to 2014.

Chancellor Akinleye also shared with the Board that UNC Board of Governors member, Ms. Pearl Burris-Floyd, is NCCU's campus liaison. Burris-Floyd is currently the secretary for the Board of Governors.

There being no further business, it was moved and properly seconded to adjourn. The motion carried.

**ANNOUNCEMENTS:**

July 23, 2020	UNC BOG Meeting
September 17, 2020	UNC BOG Meeting
September 23, 2020	NCCU Board of Trustees Meeting
October 22, 2020	UNC BOG Meeting
November 18, 2020	NCCU BOT Meeting
December 17, 2020	UNC BOG Meeting
January 21, 2021	UNC BOG Meeting
February 18, 2021	UNC BOG Meeting
February 24, 2021	NCCU BOT Meeting
April 22, 2021	UNC BOG Meeting
April 28, 2021	NCCU BOT Meeting
May 27, 2021	UNC BOG Meeting
June 23, 2021	NCCU BOT Meeting

There being no further business, it was moved and properly seconded to adjourn. The motion carried.

Respectfully submitted:

Dottie Fuller  
Recorder