



BOARD OF TRUSTEES MEETING
K.E. White Graduate and Education Center
December 12, 2023
Minutes

CALL TO ORDER

The December 12, 2023 Board of Trustees meeting was called to order by Chair Stephanie Johnson at 2:00 pm.

INVOCATION

The invocation was rendered by ECSU Vice Chancellor Gary Brown.

ROLL CALL

Trustee Phyllis Bosomworth conducted roll call. Trustees present included Phyllis Bosomworth, James Copland (via zoom), Stephen Friedrich, Kathryn Holding, Stephanie Johnson, Tiffany Jones (via zoom), Johnny Tillett, Paul Tine, Justin Waddell, and Jay'Quahn Blackledge.

OATH OF OFFICE

Chair Stephanie Johnson called upon the Honorable Judge J.C. Cole to administer the oath of office to Kathryn Holding who will hold a seat on the Board.

REMARKS FROM BOARD CHAIR

Chair Johnson welcomed a new Board Member who was not present during the last Board Meeting and thanked Chancellor Dixon and her Leadership Team for their continued service to the university. She then informed the Board of the recommendation for Trustee Emeritus Designation for two former Board Members, Dr. Paul A. Norman and Dr. Kim W. Brown. Motion was made and the Board unanimously voted to approve both Dr. Paul Norman and Dr. Kim Brown as Trustee Emeriti.

STATE GOVERNMENT ETHICS ACT

Chair Stephanie Johnson read the State Government Ethics Act. No one mentioned a conflict of interest based on the materials received.

APPROVAL OF MINUTES

Request for a motion was made by Chair Stephanie Johnson to approve the minutes of the September 12, 2023 quarterly meeting. The motion was made by Trustee Tine and seconded by Trustee Tillett. The motion carried unanimously.

APPROVAL OF THE CONSENT AGENDA

Motion was made by Trustee Tine and seconded by Trustee Friedrich to approve the first two items of the consent agenda which included the Currituck Land Transfer and the All Funds Budget (recertification). The motion passed. Trustee Tine requested the third and final item of the consent agenda, Tuition & Fees, be removed for further discussion.

COMMITTEE ON STUDENT EXCELLENCE

Trustee Johnny Tillett reported the following: The Committee on Student Excellence received updates from Vice Chancellor for Student Affairs and University Advancement, Dr. Gary Brown, Athletic Director, Mr. James DuBose, Jr., and Student Government Association President, Mr. Jay'Quahn Blackledge.

Student Affairs Updates:

Prior to Dr. Gary Brown presenting, Chancellor Karrie Dixon recognized Dr. Brown for being such a great leader. 1st Vice Chancellor that she hired, giving him almost nothing to work with; he built a strong organization; Dr. Brown built a strong culture for student affairs to live, love and learn. She thanked him for saying YES!! He has left his mark; She encouraged him to continue to do great work in his new role. Trustee Johnson also thanked him for his service, referencing his kindness and caring for his staff.

Dr. Brown provided updates on new hires, unit updates (Career Development, Circle of Care, Diversity Equity and Inclusion (DEI), Living Learning, 2020-25 Strategic Plan, homecoming highlights and What's to come?); Career Development highlights included 2023 Career Fair that included 57 employers and 400 student attendees; 2023 Graduate School Fair, 15 universities participated and 200 students; 176 appointments scheduled (Career Development Center ties back to the QEP); State Employee Credit Union grant of \$100K to support summer internships; high profile student experiences, Cognosante HBCU Fall Partner Alliance, Thurgood Marshall College Leadership institute, Lenovo Day, HBCU changemakers Summit and Career Development Marketplace. Circle of Care, highlighted Counseling Services, Community Standard and CARE, Dean of Students Office, Student Health Services, Vikings Care Food Pantry, and Student Assistance Fund. DEI, Accessibility Services, 57 students utilizing services and Military & Veteran's Affairs, new hire and 106 military affiliated certifications processed this Fall. Living Learning, Housing & Residence Life, 646 students utilized transportation services; and access to a new app to track shuttle vans. 2020-25 Strategic Plan Updates 1.1.5 Create a standard expectation across internships; 2.2.4, New construction of Residence Hall, 2.4.7, Develop technology plan to enhance student experience; 4.1.1 build out pre alumni club and 4.4.3, create and implement plan for reporting gifts in a timely manner using CRM; What's to Come? Jazz at Lincoln Center, January 24, 2024, Fine Arts Auditorium, tickets are now on sale.

Trustee Jones asked the following question concerning the Emergency Assistance Fund, "Do we have the resources that we need?" Dr. Brown's response is that there is always a need for more support.

Trustee Tillett thanked Dr. Brown for his service to Elizabeth City State University.

Athletic Updates:

Mr. James DuBose, Jr. introduced his new hires, Victoria Blac, Men & Women Cross Country, Cyril Dash, Women's Tennis, Clint Williams, Golf, and Jeramy Williams, Women's Bowling; Congratulated our Volley Ball Coach for such a successful season, 2023 CIAA Volleyball, Northern Division Champions and the 2023 CIAA Volleyball Championship Runner up; Highlighted our record, Northern Division 10-0, Conference 15-2; Congratulated Destinee Davenport, CIAA 2023 All-Rookie Team (Volleyball); CIAA February 26-March 3, Baltimore, MD; ECSU will host the CIAA Softball Round Up (March 21-24, 2024);

Student Government Updates:

Mr. Jay'Quahn Blackledge highlighted SGA Inauguration, Homecoming Recap, Campus Address, Attorney General Josh Stein's visit, campus involvement, and What's Now and What's Next? Recap from Homecoming, the Coronation, Student feedback on "A Different World", ECSU Scholarship Brunch, Truist pre-alumni and alumni luncheon and the Homecoming Football game; Other events during the semester, September 20, SGA Inauguration, October 18, Campus Address, October 31, AG Josh Stein's visit on campus, Tuition and fees forum, Town hall meeting and the clothing drive.

COMMITTEE ON OPERATIONAL EXCELLENCE

Trustee Justin Waddell reported the following: The Committee on Operational Excellence received updates from Vice Chancellor, Chief of Staff and General Counsel, Mr. Alyn Goodson, Chief Information Officer, Mr. Jamar Jones, and Executive Assistant to the Chancellor, Mrs. Sandra Powers.

Infrastructure Updates:

VC Goodson introduced the new engineer, Mrs. Amanda Brooks, who serves as the Associate Director of Design & Construction. Her role will be to assist in managing the ongoing capital projects at ECSU. VC Goodson reported ongoing implementation of the campus master plan by connecting the campus with a new courtyard and pedestrian bridge. In addition, the power forward infrastructure project is ongoing with the new site for the radio tower being located behind the Fine Arts building. The Board was updated on the installation

of the new water lines and campus HVAC projects. Buildings such as Jenkins Science and Williams Hall gym will have new HVAC and controls in place before the summer. Lastly, VC Goodson reported since January 2023, ECSU has been able to have under design or under construction 71 million dollars of capital projects underway. VC Goodson asked for approval of the land transfer from Currituck Regional Airport to Elizabeth City State University. The Board unanimously approved the transfer.

Information Technology Updates:

Mr. Jamar Jones, CIO, reported the Division of Information Technology will be installing fiber to improve campus connectivity, and by the year 2025, ECSU will be NIST compliant allowing the university to be federally recognized and eligible for grants reserved for NIST institutions. Mr. Jones reported the department has issued laptops to 71% of faculty, 94% of staff and help desk tickets have a completion rate of 90%. Lastly, beginning February 2024, new password guidelines will take effect. Instead of passwords changing quarterly, they will change every 365 days.

Communications and Marketing Updates:

Mrs. Sandra Powers reported to the board that marketing initiative dollars were spent wisely by promoting the ribbon cutting and groundbreaking ceremonies through the social media entities. In addition, promotions such as commencement videos and athletic events have increased from non-followers through Instagram and Facebook posts. Radio and TV station promos have increased its reach by community activities such as Coats in Totes, HBCU Radio Projects and sponsoring five (5) families for Thanksgiving. Lastly, the new Associate Vice Chancellor for Strategic Communications, Dr. Tiffany Jones, was introduced. Chancellor Dixon thanked Mrs. Powers for her leadership and hard work as Interim.

COMMITTEE ON ACADEMIC EXCELLENCE AND STRATEGIC GROWTH

Trustee Tiffany Jones reported the following: The Committee on Academic Excellence and Strategic Growth received updates from Provost Ward and had no action items. Provost Ward reviewed the Faculty Policy Review initiative that is currently underway by the Board of Governors. She gave information on the changes to the Faculty Workload Policy and notified the Board that ECSU's updated policy will come before the Board of Trustees in June for a vote. Information on the Faculty Realignment Incentive Program was also discussed, including ECSU's intent to advertise for the program during the Spring semester. Provost Ward also discussed changes by the General Assembly to the Distinguished Professors Endowment Trust Fund and the requirement that all new distinguished professorships must be in a STEM discipline beginning Fiscal Year 2024. Information on the General Assembly's changes to the accreditation process and the new requirement that institutions shall not receive accreditation by an accrediting agency for consecutive accreditation cycles was also shared. Provost Ward provided details about the Return on Investment Study that was conducted by the Board of Governors and informed the Board that additional information would be shared during the March Board of Trustees meeting. Provost Ward also presented several new recruitment initiatives that are taking place for the current academic year. Spring 2024 enrollment data was also shared, which showed current intent to enroll numbers are stable with Spring 2023 numbers.

COMMITTEE ON FINANCE, AUDIT AND UNIVERSITY ADVANCEMENT

Trustee James Copland reported the following: The Committee on Finance, Audit and University Advancement received updates from Vice Chancellor for Business & Finance, Mr. Robert Thibeault, Internal Auditor Ms. Cheryl Sauls, and Vice Chancellor for Student Affairs & University Advancement, Dr. Gary Brown.

Finance Updates:

Vice-Chancellor Robert Thibeault presented two action items and several informational items. The first action item was proposed changes to FY25 Tuition & Fees. The proposals were: Increases to Meal Plan Rates and increases to Mail Center Rates. There were no proposed changes to tuition rates. The Committee approved both fee proposals. The second Action Item was the approval of the Revised FY24 All-Funds Budget due to the addition of \$1,000,000 in nonrecurring funds to the General Fund for Athletics. This Action Item was approved. Informational items included the General Fund report, where it was reported that expenditures and revenues as of 9/30/23 were 23.7% of the total budget and 9/30/23 Trust & Auxiliary fund balances were \$25 million, with \$16.8 million of these funds being unrestricted. An All-Funds Budget Report and an Endowment Report, both as of 9/30/23, were also provided. The Endowment had an overall fiscal year-to-date net earnings of 1.63%. The University's 2023 Annual Security and Fire Safety Report was also discussed.

Audit Updates:

Internal Auditor Cheryl Sauls presented informational items only. She reported that two reports were completed this quarter, Title IX Compliance and Financial Aid Operations, with no observations.

University Advancement Updates:

Vice Chancellor Gary Brown presented University Advancement informational items only. He provided updates on Leadership Giving, revealing that the Board of Trustees has achieved over 60% in year-to-date giving. The fundraising total for FY24 compared to FY23 indicates significant growth, with FY24 Year-to-Date reaching \$1,161,560.77. Dr. Brown also highlighted the ongoing importance of the Strategic Plan as a guiding framework for achieving the institution's mission and vision, with specific goals outlined for FY24. He also highlighted the success of Homecoming 2023, with events contributing \$143,744.04 in Class Reunion and Organization Giving. The Community Connections: Performance & Lecture Series featured a Conversation with the Cast of "A Different World," supported by a \$25,000 gift from Truist. Finally, he discussed the "Raise the Sails Philanthropy Cord" campaign that targeted fall semester graduating seniors, encouraging them to wear the philanthropy cord at Commencement and receive acknowledgment from the National Alumni Association.

Approval of Tuition & Fees (Consent Agenda):

When the Consent Agenda items were being voted on, this item was removed for further discussion. Following further discussion, motion was made by Trustee Tillett and seconded by Trustee Tine to approve this item (Tuition & Fees) of the consent agenda. The motion passed.

Naming of University Buildings:

Chair Johnson informed the Board that a subcommittee will be formed regarding the Naming of University Buildings. Members of this subcommittee will be Trustee Stephen Friedrich, Trustee Johnny Tillett, Trustee Phyllis Bosomworth and Trustee Justin Waddell.

COMMITTEE ON REGIONAL DEVELOPMENT

Trustee Paul Tine reported the following: The Committee on Regional Development received updates from Assistant Vice Chancellor and Deputy Chief of Staff, Mr. William Lewin.

AVC Lewin briefly went over Goal 6 of ECSU's Strategic Plan and its Objectives 6.1 through 6.3. He informed the Board of ECSU's satisfying Objective 6.1 by forming Regional Partnerships with Wake Tech East, Sentara Health, U.S. Coast Guard Base, and Regional Aviation Partnerships with Currituck Airport and the Global TransPark.

In meeting Objective 6.2, the amounts for awards received and proposals made for Applied Research and Consulting were given for Fiscal Years 2022 through 2024. AVC Lewin highlighted the receipt of the Executive Director's Award of Excellence awarded to Ms. Brandy Ballard during November 2023. Third Quarter information for the Small Business & Technology Development Center was also given.

As it relates to Objective 6.3, AVC Lewin informed the Board of ECSU's pursuit of federal STEM grants for summer and K-12 programs. He also advised that ECSU has partnered with ECPPS, MACU and COA in looking for ways to bring Vikings and merchandise to the downtown area and the NC Growth Economic Impact Study is underway.

COMMITTEE ON UNIVERSITY GOVERNANCE

Chair Stephanie Johnson reported the following: The Committee on University Governance received updates from Vice Chancellor, Chief of Staff and General Counsel, Mr. Alyn Goodson.

Vice Chancellor Goodson provided a brief update on Enterprise Risk Management and how ECSU continues to address the 10 risks as indicated on the Risk Register.

Mr. Brian Fleming, VP of Partnerships at Project Kitty Hawk, presented data on the labor and education needs in the region as it related to ECSU's partnership with Project Kitty Hawk. He expanded on statistics related to adult learners and how Project Kitty Hawk helps UNC institutions address a large and diverse adult learner

population across the state. Mr. Fleming presented the differences in the annual earnings of adult learners with a college education, some college and without a college education. He advised the committee that the region in which ECSU is located is exclusively suburban and rural, primarily made up of mid-to-small enterprises employing a geographically disbursed population and he highlighted the programs that are considered as “In-Demand” in this area.

CHANCELLOR’S REPORT

Chancellor Karrie Dixon provided the following updates to the Board:

- An Overview of the 177th Commencement Ceremony.
 - 194 graduates; 63 First Generation Students; 86 Transfer Students; Students from 10 different states and foreign countries; 59% female and 41% male; and Highest Graduate Major being Interdisciplinary Science.
- ECSU’s national ranking in U.S. News & World Report and Washington Monthly.
- New Community College Partnership with Wake Technical Community College for aviation, unmanned aircraft systems (UAS), and criminal justice programs.
- National Council on Teacher Quality (NCTQ) review of ECSU’s Dept. of Education undergraduate program and rating the program an “A”.
- New Residence and Dining Hall Groundbreaking, held on October 18, 2023.
 - Attended by ECSU Board to Trustee members, Faculty, Staff, Students, Community members as well as Local, County and State Leaders, including Representative Bill Ward and Senator Bobby Hanig.
- New Virtual Reality and E-Sports Lab Ribbon Cutting, held on November 17, 2023.
- Resurfacing of ECSU’s Tennis Courts.
- Legislative Investments including \$20M towards Phase 3 Infrastructure, \$20M for Aviation School Project Increase, \$12M for Jenkins Science Lab Renovations, \$1.165M towards Athletics, \$2M towards Completion Assistance Program as well as 4% Employee raises for FY23-24 and 3% raises for FY24-25.
- New FAA Initiative, FAA-HBCU Fourth Friday, which highlights HBCU Aviation Programs with ECSU’s Aviation Program featured on November 17, 2023.
- Veterans Day Program was held with over 100 attendees.
- Receipt of the 2023 All In Awards honoring excellence in nonpartisan student democratic engagement.
- Status on the Aviation Expansion with Phase 1 being completed and Phase 2 currently in progress.
- Dates and City locations for the Blueprint Student Recruiting Initiative were shared.

Chancellor Dixon thanked the Trustees for their continued support and service. She also thanked her Leadership Team for their service. Special thanks were extended to: Dr. Gary Brown for all his hard work while serving first as VC for Student Affairs then VC for Student Affairs and University Advancement; Dr. Kevin Wade and Dr. Nicole Lewis for their willingness to step into their new roles; Sandra Powers for providing oversight of Strategic Communications until the AVC for Strategic Communications was hired; and Felicia Melton for assisting with the BOT meeting in Whitney Hall’s absence.

ADJOURNMENT

There being no other business and without objection, Chair Johnson adjourned the quarterly meeting at 3:01 pm.

Respectfully submitted,

Felicia Melton

Felicia Melton, Paralegal
Legal Affairs