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**Board of Trustees Meeting**

**June 27, 2022**

**Minutes**

**Call to Order**

Chair Stephanie Johnson called the June Board of Trustees meeting to order at 2:26 p.m.

**Invocation**

Interim Athletic Director James DuBose, Jr., rendered the invocation.

**Roll Call**

Trustees present included: Phyllis Bosomworth, Kim Brown, James Copland, Andy Culpepper, Chris Evans, Stephen Friedrich, Stephanie Johnson, Tiffany Jones, Cheniec McCullough, Johnny Tillett, Paul Tine, Justin Waddell.

**State Government Ethics Act**

Chair Stephanie Johnson reminded the Board that the meeting will be conducted pursuant to the amendments to the Open Meetings Act related to virtual meetings. She then read the State Government Ethics Act. No one mentioned a conflict of interest based on the materials received.

**Approval of Minutes**

Motion was made and seconded (Waddell/Tillett). Motion passed.

**Approval of Consent Agenda**

Motion was made and seconded (Tillett/Culpepper) to approve the Consent Agenda which included the following items:

* 1. Promotion and Tenure and Reappointments
  2. Approval of Contract for the Athletic Director

Motion was approved unanimously.

**Committee on Academic Excellence and Strategic Growth**

Trustee Tiffany Jones provided the following updates shared during the Committee on Academic Excellent and Strategic Growth**.** Provost Ward provided examples of students participating in various experiential learning activities across academic programs. Information on the Viking Entrepreneurship Week, which was a partnership with PNC Foundation and concluded with a Viking Shark Competition, was shared. Provost Ward presented on ECSU’s Global Learning Initiatives which included the 25/25 Passport Project and the selection of four Benjamin A. Gilman International Scholarship recipients. Dr. Tarsha Rogers was announced as the new Director of Center for Teaching and Learning. Provost Ward discussed ECSU’s efforts to expand its academic program offerings which included conducting a market analysis, development of a new online program and restructuring of the General Education curriculum. Information on the Department of Aviation & Emergency Management efforts to expand the prominence was also shared. Dr. Shelia Williams presented the Department of Education’s efforts to increase enrollment, Educator Preparation Program Data and Teacher Employer Survey Data. Lastly, Provost Ward shared updated enrollment practices and process within Enrollment Management, and enrollment data for the fall 2022 semester. This concludes the report for Academic Excellence and Strategic Growth.

**Committee on Student Excellence**

Trustee Kim Brown shared the following information provided during the Committee on Student Excellence:

**Dr. Gary Brown: Student Affairs:**

**Overview -** COVID-19 DATA – 10,941 tests administered**;** Total positivity rate 106 or .09%; and Housing and Residence Life occupancy rate – 87%**; Counseling Services –** 543 Counseling Sessions with 2.5 FTE; issues of depression, anger management, stress and social anxiety. AY 2020-2021 Highlights – **Career Development Center & QEP** – 347% increase in total student applications in Handshake; 10% increase of Employer posting’ QEP Year 1 Pilot – 65% of student in pilot showed acceptable or above average career readiness scores; TRIO EOC & Project GAP – 42% of goal for year 1; 132 applications, 120% of goal; **GAP**, 52 job placements (74% of goal) 845 of goal for certification attainment. **Other initiatives:** myFutureNC, Lumina Adult Learning Initiative (upcoming training opportunities) campus wide; Community Connections, NC Symphony will be on our campus on September 16. **2020-2025 Strategic Plan, Year 2 Progress:** 2.1.2 appropriate Funding mechanisms and student fees that enhances student experience; 2.1.6 Implement a leadership and professional development training program for emerging student leaders; 2.3.2 Develop program to orientate students to Elizabeth City Community during orientation; 2.3.3 Conduct survey on student transportation needs and 2.6.1 Develop a descriptor and definition of ECSU culture that makes ECSU attractive to current and prospective students. Student Affairs is well on its way for completing year 2 goals. Dr. Brown also Highlighted Diversity and Inclusion Annual Report, staffing and activities.

**Mr. James DuBose, Jr.: Athletics**

Started by introducing new staff, Andre Gray, Interim Head Men’s Backet Ball Coach, Brandon Joyner, Business Manager, Christopher Sawyer, Sports Information Director, and Renada White, Administrative Assistant. Discussed partnership with Academic as enhancement offering for tutoring and study hall expand, focusing on the entire student athlete. Highlighted the football schedule including the Down East Classic scheduled for September 10th; Televised games September 17 vs Winston Salem State University (PRC Communications) and Lincoln on October 15th (Aspire TV); Mr. DuBose discussed Strategic Plan initiatives; 2.5.1; work has already began to increase sponsorship and new partnerships underway; 2.5.3 the gameday environment will be enhanced to include the community and students; and 2.5.7 fundraising is a priority and improvement plans are in progress; April 3 - June 9 have leveraged/raised $40,616.

**Ms. Cheniec McCullough: Student Government Association**

Ms. McCullough’s is extremely honored to be the SGA president and is looking forward to a great year. She opened with the theme for this year “Traveling to Success.” She opened with an introduction of herself; She is from Myrtle Beach, SC, Business administration Major (Junior); credentials, corresponding secretary, chancellor ambassador, Aramark peer to peer and career peer ambassador. Her blueprint to success is TEAM (Together Everyone Achieving More). She introduced her SGA Cabinet, Student Activity Board and Royal Court; TEAM Vision Board includes, mental health, mentorship, revamp HBCU Experience and “instead of them waiting on a job, have the job waiting on them.” She ended with “Teamwork Makes the Dream Work” `

**Committee on Operational Excellence**

Trustee James Copland provided the followed information shared during the Committee on Operational Excellence:

**Infrastructure Update**

VC Goodson reported the competition of Phase I of the Campus Master Plan**,** and the recommendations has been submitted. In addition, Phase 2 is underway which consists of working on developing unused plots of land. The UAS Facility is making progress, poles are being galvanized currently. VC Goodson explained the stages of a construction project and led the discussion on the new capital projects of the New Residence & Dining Hall, Underground Infrastructure, Emergency Generator, and the Campus Lockout System. These initiatives are being led by Sean Cooper, from UNC Chapel Hill.

**Information Technology Updates**

Interim CIO, Eric Zarghami reported that DIT is reaching the goals of its Business Aligned IT Strategy and Information Security Program, as well as completing the transforming IT services and solutions. Lastly, it was reported the DIT’s key initiatives for FY22 is the top priority to support the university’s goals and objectives between all campus divisions.

**Communications and Marketing Update**

VC Wilkins reported the update for Communications and Marketing by stating that the new Commencement stage backdrop, outdoor pole banners and new student photo shoots is a continuation effort of the ECSU branding initiative. The support of campus departments and programs is a creative and consistent way of promoting ECSU branding. VC Wilkins encouraged all to not just like postings on social media outlets, but to also share on personal social media as that expands the reach further. Finally, VC Wilkins reported that the video production is in progress to tell the ECSU story with our community partners such as the Daily Advance.

**Committee on Finance, Audit and University Advancement**

Trustee Andy Culpepper provided the following information provided during the Committee on Finance, Audit and University Advancement on June 27, 2022, the Committee received updates from Finance, Internal Audit, and University Advancement.

Vice-Chancellor for Business & Finance Lisa McClinton presented informational items only. She reported that General Fund expenditures as of 3/31/22 were favorable at 67.5% of budget and Trust & Auxiliary fund balances were $18.1 million, with $11.7 million of the balance being unrestricted. Overall FY22 Endowment net earnings of 9.2% were reported, with the net market value of the endowment being $11.3 million. An update on Strategic Plan Goal #5 was also given where it was reported that the FY23 All-Funds Budget was approved by the Board of Governors and ECSU has started the installation of the Anaplan budgeting software. Finally, it was reported that Barnes & Noble College became the new bookstore manager effective June 22, 2022.

Vice Chancellor Anita Walton provided the committee with an update on fundraising progress to date, stewardship efforts, solicitations, engagement, and efforts toward the strategic plan goals. Total dollars received as of June 24, 2022, are $2,911,893. This is a difference $1,380,330 over where we were in June of FY21. Current total number of donors is 1,573. We have seen increase in the number of donors across all constituents. VC Walton reviewed our fundraising progress. Sixty-eight proposals were submitted to potential funders in FY22. Leadership giving across all board is projected to reach 100%. Thirteen of those proposals are still under review with a potential funding amount of $5,645,000. Recent donor engagement strategies and solicitation efforts highlights include the Home Depot Retool Your School campaign and the 40 Under 40 Awards luncheon and endowment launch. The Board received an update on the annual day of giving strategies and outcomes. The report concluded with an update on the strategic plan for Institutional Advancement.

Chief Audit Officer Sharnita Parker presented informational items only. She stated that two reports were completed this quarter. The first was on the Employee Off-Boarding Process, with one observation noted for this review. The second report was on IT Operations, with observations and recommendations for areas of improvement noted for this review. She also reported that the annual review of the Internal Audit Charter and Audit Committee Charter does not warrant any revisions at this time.

**Committee on Regional Development**

Trustee Paul Tine provided the following updates shared during the Committee meeting which included a reminder of Strategic Initiative 36 – Secure our position as a catalyst in regional, economic social, and environmental development and facilitate collaboration with industry and government to improve our region. A listing of Boards and Organizations as well as other high impact organizations on which members of the Chancellor’s Executive Cabinet serves was shared: AASCU, Arts of the Albemarle, Martin Community College, SACSCOC, The Sonja Hayes Stone Center for Black Culture and History, Albemarle Commission, EC Harbor of Hospitality, Winston Salem Police Foundation, National Association of Mathematics, United Way and THE UNC System. Additional appointments to the Board of Visitors were shared and a fall meeting is being planned. Recommendations for nominations can be shared with Ms. Sanders.

The activity of the Small Business and Technology Development Center was shared:

Businesses served: 206; Business Counseling House: 1447.60; Capital Formation Created: $8,441, 338; Jobs Created/Retained: 170; New Business Starts: 5; Training/Events: 4; Event Participants: 61.

A Town Hall: Innovations Leading to Economic Mobility will be held on July 27th at KE White.

**Committee on University Governance**

Trustee Johnson noted that Human Resources update was provided. The Board members received information on personnel matters. Items requiring approval of the Board were discussed in closed session.

**Chancellor’s Report**

Chancellor Karrie Dixon greeted everyone and thanked them for joining today and providing various committee updates.

Chancellor began with photo highlights from spring commencement noting honorary degrees bestowed upon Representative Berger and Dr. Jeanette Evans.

The UNC System Employee Engagement Survey reflected ECSU with the highest overall positive employee rating change in the system. These ratings are a result of the investment made by leadership and the initiatives created by the Office of Human resources.

The report reflected ECSU’s performance metrics goals which were exceeded. Chancellor Dixon identified six key areas of impact: Academic Excellence, Student Experience, Sustainable Growth, Institutional Advancement, Operational Excellence and Regional Development, noting that each has its own list of action items to implement and execute through 2025. Chancellor Dixon provided the status for year 2 with mention that out of 84 action items that began in year 2, only 5 are inactive due to being delayed by the pandemic (document on file). Chancellor Dixon also mentioned the campus involvement in the UNC System Strategic Plan refresh outlining the 12 goals.

Chancellor Dixon thanked the Board members for their continued support of ECSU as well as their leadership, guidance, and encouragement.

There being no further business and without objection, Chair Johnson adjourned the meeting.

Respectfully submitted,

**Gwendolyn Sanders**

Gwendolyn Sanders, Deputy Chief of Staff

Asst. Secretary, ECSU Board of Trustees