

BUSINESS AFFAIRS COMMITTEE OF THE BOARD OF TRUSTEES

North Carolina Agricultural and Technical State University
Greensboro, NC

February 22, 2013

MINUTES

The Business Affairs Committee of the Board of Trustees convened on Friday, February 22, 2013 at 8:00 a.m., in Room 102 of the Alumni Foundation Events Center Dowdy Administration building with Mr. Willie Deese presiding.

Roll Call revealed the following:

Present: Mr. Willie Deese
Dr. Harold L. Martin, Sr.
Mr. Tim Rice

Mr. Bill Barlow, University Engineer
Ms. Johnyelle Davis, News & Record
Mr. Scott Hummel, Comptroller
Ms. Tiffany Jones, University Relations
Mr. Larry Kreiser, Internal Auditor
Mr. Glen Newell, Chief of Police and Public Safety
Mr. Andrew Perkins, AVC for Facilities
Mr. Robert Pompey, Jr. VC for Business & Finance
Mrs. Daphne M. Rogers, Recorder, Business and Finance
Mrs. Tracey Smith, Interim AVC Budget & Planning
Mr. Marc Williams, Deputy General Counsel

Absent: Mr. Emerson Fullwood
Mrs. Pamela McCorkle-Buncum

The meeting was called to order by Mr. Willie Deese followed by the roll call. A motion was made by Mr. Tim Rice and 2nd by Mr. Willie Deese to approve the minutes from the November 2012 meeting. The meeting was yielded to Mr. Robert Pompey. Mr. Pompey introduced Mrs. Tracey Smith as Interim AVC of Budget & Planning. The following updates were given:

POLICE AND PUBLIC SAFETY

Chief Newell stated that the NC A&T State University Police department is in compliance with national and international standards covering all aspects of law enforcement policies, procedures, practices and operations as regulated by the Commission on Accreditation for Law Enforcement Agencies (CALEA) and International Association of Campus Law Enforcement Administrators (IACLEA). Mr. Tim Rice asked what was the cost for participation in the reaccreditation agencies. Chief Newell stated \$3,000 for IACLEA and \$4,000 for ACLEA for a combined total of \$7,000 annually. Chief Newell then gave a high level summary of the 2011-2012 Crime Statistics for the University. Larcenies continue to be our most reported crimes particularly in the residence halls. As a result, we have increased coverage, including K9 patrol. With these implementations, a 45% decrease was achieved. Mr. Tim Rice inquired about data compared to other campuses. Our statistics go to UNC General Administration. We are normal in comparison to other peer institutions.

FACILITIES OFFICE

Mr. Andy Perkins stated that drawings for the new Student Center were submitted to the Office of State Construction for review. Mr. Tim Rice asked how disruptive this construction will be. Mr. Perkins said that operations will be relocated to Moore Gymnasium. The anticipated completion date for this project is fall 2017.

The Facilities department has enlisted services from NORESKO to assist us in evaluating our energy consumption. An individual has also been hired within Facilities to lead our Sustainability initiatives to include recyclable projects. Mr. Tim Rice said that the City of Greensboro had federal dollars to help with energy efficiency and were looking for projects to invest. Mr. Perkins stated that he will look further into this possibility. Mr. Deese asked will the new Student Center be more modern or traditional. Additionally, will it be easily maintained? Mr. Perkins said that we want to have a balanced mix for the Student Center. We are also confident that our housekeepers and landscaping efforts will contribute in continual maintenance. Mr. Deese commended Mr. Andy Perkins and Mr. Bill Barlow for consistently doing an outstanding job.

COMPTROLLER'S OFFICE

Mr. Scott Hummel stated that thirty one areas were reviewed for the NCAA required Athletics Procedures Review with no findings being reported. Mr. Deese asked if student refunds have improved. Mr. Pompey stated that we were able to reduce our process from 14 days to 5 days.

BUDGET OFFICE

Mrs. Tracey Smith stated that expenditures are up slightly. The University will continue to manage the receipts shortfall by holding non-essential positions vacant and manage the purchase of goods and services. Mr. Rice asked if we should be eliminating programs that are not viable. Chancellor Martin stated that we performed an analysis of the low enrollment and low degree producing program. These efforts resulted in the elimination and/or reorganization of several programs.

BOOKSTORE OPERATIONAL ASSESSMENT

Mr. Robert Pompey reported that as a result of declining sales and uncertainty in the textbook industry, the University is performing an operational assessment of the bookstore. Part of this assessment, includes issuing a request for proposal to review the feasibility of outsourcing our Bookstore operations. University Bookstore sales have decreased 15.7% between FY '07 and FY'12. Mr. Robert Pompey stated that we have 16 full time and 11 part time employees at the University Bookstore. Mr. Rice asked what were the University's intentions as it relates to employees and what are peer institutions doing. Mr. Pompey responded by saying that we are asking that these employees be kept for a year. Six of our peer institutions currently outsource their bookstore operations. Mr. Pompey said that thus far, our experience has been good.

Mr. Deese stated that the departmental presentations indicated progress at North Carolina A&T State University.

With no further business, the meeting adjourned at 9:34 a.m.

Recorded by:

Daphne M. Rogers