

North Carolina Agricultural & Technical State University

**BOARD OF TRUSTEES
GOVERNANCE COMMITTEE MEETING**

Meeting Minutes

September 11, 2015

CALL TO ORDER

The Governance Committee of the Board of Trustees convened on Friday, September 11, 2015 at 10:00 A.M., in the Conference Room of the Alumni Foundation Events Center with Mr. William A. Dudley presiding. Mr. Dudley called the meeting to order and asked for the roll call.

ROLL CALL

Committee members present were:

Mr. William A. Dudley, Chair
Ms. Vanessa Harrison
Ms. Donna James
Dr. Bertram Walls,
Ms. Faye Tate Williams

Guests/Staff Present:

Dr. J. Charles Waldrup
Dr. Katherine A. Murphy
Dr. Tracie O. Lewis
Dean Vicki Coleman

REVIEW AND APPROVAL OF MINUTES

Being a newly created committee, there were no minutes of a prior meeting to approve.

PRESENTATIONS/REPORTS

Report on the University Archives

The University's Archives are housed in Bluford Library. Dean Coleman presented an "Archives Plan" to the committee. Much of her discussion focused on minutes of Board meetings. Board minutes from 1891 to 1990 are presently located in the Archives. Electronic backup of these materials would be desirable in the event of a catastrophe. The Chancellor's Office has the Board minutes from 1990 to the present. The Dean will work with the Chancellor's Office to scan materials not already online.

Some of the Archives materials are online now. The Dean discussed her plans for further activity in this area.

Developing Mentorship for New Board Members

Dr. Waldrup reported his findings on this topic: that experienced Board members should offer help to new members; should provide guidance on how to prepare for Board meetings and how to participate effectively. This topic will be more fully developed in time for the next group of new Board members.

It was suggested that, in future Board orientations, a lists of acronyms and what they stand for be provided.

A question was raised about whether or not Board orientation materials are posted online. They are, in the section for Board meeting materials.

Developing Standards for Board Members

The Committee favored developing standards for Board members concerning their duties, roles, and responsibilities. It was suggested that the items be grouped by topics. Staff will present on this issue in the November meeting.

Legal Update

Dr. Waldrup provided an update in several areas by topic, such as the Americans with Disabilities Act, and Title IX.

Planning for Future Committee Meetings

1. Calendar for Future Meetings—the calendar presented for topics of possible discussion and action in future meetings was reviewed and approved by the committee.
2. Amending the Bylaws—the committee members favored reviewing possible amendments to the Board's Bylaws. Staff will present on this topic in the November meeting.

Discussion

It was suggested in future meetings that paper copies of the agenda be brought to the committee meeting for members' convenience.

Adjournment

There being no other business, a motion was made to adjourn, was seconded, and unanimously approved.

Approved by the Committee on November 20, 2015.

William A. Dudley, Chair