

BUSINESS AFFAIRS COMMITTEE OF THE BOARD OF TRUSTEES

North Carolina Agricultural and Technical State University
Greensboro, NC

February 17, 2017

MINUTES

The Business Affairs Committee of the Board of Trustees convened on Friday, February 17, 2017 at 11:00 a.m., in Room 102 of the Alumni Foundation Events Center with Mr. Tim Rice presiding.

Roll Call revealed the following:

Present:

Mr. John Bluford
Mr. Toby Brodie
Mr. Emerson Fullwood
Mr. Tim King
Dr. Harold L. Martin, Sr., Chancellor
Mr. Tim Rice

Others Present:

Mr. William Barlow, University Engineer
Mrs. Natalie Brown, Board of Visitor Chair
Mr. Ralph Fennell, AFEC Executive Director
Mr. Jourden Greene, SGA President
Mr. Earl Hilton, Director of Athletics
Mr. Scott Hummel, Associate Vice Chancellor/Comptroller
Mr. Tom Jackson, Interim Vice Chancellor for Information Technology
Mrs. Chartarra Joyner, Associate Budget Director
Mrs. Kathy Murphy, General Counsel
Mr. John Newsome, News & Record
Mr. Andrew Perkins, Associate Vice Chancellor for Facilities
Mrs. Angela Peterson, Associate Vice Chancellor/Campus Enterprises
Mr. Robert Pompey, Jr., Vice Chancellor for Business & Finance
Mrs. Daphne M. Rogers, Recorder, Business and Finance
Mr. Charles Wilson, Associate Vice Chancellor/Police & Public Safety

Absent:

Mrs. Janice Bryant Howroyd

The meeting was called to order by Mr. Tim Rice followed by the roll call. A motion to approve the minutes from November, 2016 was moved and properly seconded by Mr. Tim King and Mr. John Bluford. Mr. Rice yielded the meeting to Mr. Robert Pompey, Jr. for the following updates:

FACILITIES UPDATE

Mr. Andrew Perkins stated that the January construction aerial shows the full footprint of the New Student Center. The 150,000 square foot facility fully engulfs the site and will provide an iconic facility for our students well into the future. The project is 52% complete with the roof completely covered, the monumental staircase installed, exterior framing going well, interior spaces taking shape, and the views from second floor banquet and student dining looking down the Aggie Village and Veterans Memorial green spaces are spectacular. The project is still on schedule for completion May 2018.

The Engineer Research and Innovation Complex advance planning documents have been approved by the State Construction Office. The design team is having encounter sessions with students, faculty/staff, and friends of College of Engineering to receive their thoughts on lab operations, maker spaces, and equipment composition. This information will assist the Schematic and Design Development to be completed by June 2017.

Mr. Perkins provided an update on the status of the transfer of War Memorial Stadium to the University. The University has prepared and submitted an Environmental Management Plan. This Plan is under review by with a potential answer this spring.

Our Master Plan Refresh 2035 first draft is focusing on College Restructuring, Student Housing Upgrades and expansion, STEM support throughout campus, Athletic and Public Space activities, and Connectivity to Greensboro downtown green space. The draft design plates reflect appropriated project and non-appropriated potential building locations. The resident buildings renovations, demolition and replacement will focus on our goal to support a 15,000-student enrollment by 2028.

COMPTROLLER'S UPDATE

Mr. Scott Hummel presented the following information:

Audits and Reviews

- Annual Financial Audit – No Audit Findings
- Athletics Procedures Review for NCAA Compliance - No Findings

This is the sixth consecutive year we had no audit findings in the financial statement audit; moreover, the eleventh consecutive year of clean NCAA procedures reviews. Fiscal integrity and operational efficiency in support of our students and the University's mission continues as our guiding principle.

Projects Involving Comptroller Staff

- The implementation of Banner Finance in the Foundation did not end with the July go-live date, as the process is ongoing. For example, the merging and reconciliation of University and Foundation vendor file information was needed to produce 1099's, endowment information is being integrated into one system, a Foundation report writer is to be trained, etc. But the cross-team talent and cooperation is making the functional changes as seamless as possible.

- **“Aggie T-Card”** - The Accounting Office and Bank of America have collaborated to create an employee travel card. The card reduces the need for travel advances and eliminates the need for a traveler to initially pay for their expected expenses. Travel justification and documentation requirements remain in place.
- Extending the use of the T-Card, the Athletics Department is using the card for its athletes as a prepaid card for meals, with a designated daily amount allowed at authorized merchants. The card provides safety (no cash carried by coaches or athletes), fiscal controls (unused funds remain in the budget), and limitations on purchases (ex: restaurants vs. unauthorized merchants). The men and women’s basketball teams have been using the cards, with spring sports athletes coming online soon.
- **Bond Refinancing** – We are attempting to refinance our \$2.66M portion of the Series 2006B UNC System Pool Revenue Bonds (dining facility) that would otherwise retire in 2020. We have set a go/no-go savings floor of 3% and with good bids from banks aim to save between \$90k - \$105k as a result.
- Reports were prepared and submitted to the A&T compliance team, providing compliance evidence in eight Business & Finance areas for the SACS Accreditation Interim Review. We are successfully on target for the 2018-19 10-year review.
- Online W-2’s continue to be adopted slowly by employees (43%) even though the capability enhances delivery time and provides secure online access to their 2011-2016 forms.

Financial Statement Highlights

The University’s net position increased \$15.5M to \$388.9M in FY 2016. Factors significantly impacting net position are:

- Tuition and fees increased by \$4,049,549 in FY 2016 due to increases in fees and enrollment, particularly in out-of-state students.
- Contracts and grants decreased by \$1,647,501 due to the timing of new grant start up dates and old grant end dates.
- Sales and services increased by \$6,227,932 due to increases in enrollment and fees. The University also received a one-time investment payment by the food service provider.
- Salaries and Benefits decreased by \$1,243,274 due to lower vacation and pension expenses.
- Supplies increased by \$3,266,288 due primarily to library electronic resources and software purchases.
- Services increased by \$3,875,469 due primarily to increases in information technology services, subcontract agreements, and the food vendor contract expenses.

CAMPUS ENTERPRISES UPDATE

Ms. Angela Peterson shared the following information:

Fall 2016 concluded the tenth annual comprehensive Student Customer Satisfaction Survey for seven (7) service areas within Campus Enterprises. A total of 2,684 students participated in the 2016 survey; approximately 24% of the 11,177 enrolled students. This increased by 4% in comparison to the prior year. Students rated the level of importance and satisfaction within each service area on a scale of 1 to 5 with 5 being the highest. The 2016 overall mean satisfaction score is 3.86. This was an increase from 3.79 in 2015.

The importance level score for 2016 is 4.40. This was an increase from 4.22 in 2015. Aggie OneCard and Mail Center received the highest overall satisfaction for the fourth consecutive year.

INFORMATION TECHNOLOGY UPDATE

Mr. Tom Jackson stated that DegreeWorks is a degree audit application that allows a student or advisor to track progress to degree completion. DegreeWorks went live in January with the first college – College of Business and Economics (COBE). Academic Affairs is looking for ways to accelerate bringing other colleges online.

The Data Governance committee has voted to look for a new reporting tool. The committee is also working on same fundamental data quality issues.

The Fixed Tuition Policy was approved by the Board of Governors in January. Unlike previous mandates, UNC GA is providing a solution that may not require A&T to expend additional technical resources. Solution must be in place by July.

RESOLUTION

Mr. Andrew Perkins presented a resolution for the Business Affairs Board of Trustee subcommittee to approve.

It was moved and properly seconded by Mr. John Bluford and Mr. Toby Brodie to accept the resolution for the Demolition of the former Hayes Taylor YMCA and proceed to the full Board of Trustees for approval.

With no further business, the meeting adjourned at 1:01 p.m.

Recorded by:

Daphne M. Rogers