

BUSINESS AFFAIRS COMMITTEE OF THE BOARD OF TRUSTEES

North Carolina Agricultural and Technical State University
Greensboro, NC

February 23, 2024

MINUTES

The Business Affairs Committee of the Board of Trustees convened on Friday, November 10, 2023 at 11:00 a.m. with Mr. Joe Parker, presiding.

Roll Call revealed the following:

Present: Jasmine Amaniampong
 Calvin Brodie
 Gregg Lowe
 Joe Parker
 George Ragsdale
 Jini Thornton

Others Present: William Barlow, University Engineer
 Dr. Keyona Bostic, Human Resources
 Helen Buck, Interim Associate Vice Chancellor/Comptroller
 Kim Cameron, Real Estate Foundation
 Jermaine Cherry, Chief of Police and Public Safety
 Allison Chisolm, Human Resources
 Sheena Cobrand, Legal Affairs
 Tonya Deering Dixon, University Relations
 Kim Gatling, Board of Trustees Member
 Melissa Holloway, General Counsel
 Gina Loften, Board of Trustees Member
 Jennaira Massey, Director of Budget and Planning
 Alicia McDougall, Director of Accounting
 Dr. Tonya Smith- Jackson, Provost
 Tom Jackson, Vice Chancellor for Information Technology
 Chartarra Joyner, Assistant Vice Chancellor for Budget and Planning
 Stacia Manter, University Engineer's Office
 Dr. Harold L. Martin, Sr., Chancellor
 Angela Peterson, Associate Vice Chancellor/Campus Enterprises
 Dr. Veronica Sills, Associate Vice Chancellor for Human Resources
 Robert Pompey, Jr., Vice Chancellor for Business & Finance

The meeting was called to order by Joe Parker followed by the roll call and reading of the Conflict of Interest Statement. A motion to approve the minutes from the September, 2023 meeting was moved and properly seconded by George Ragsdale and Calvin Brodie, respectively.

Mr. Parker yielded the meeting to Robert Pompey, Jr. for the following updates:

Tuition and Fees Committee

The Tuition and Fees Committee received a presentation from the Chair of the Tuition and Fees Committee, Earl Hilton. The motion was approved and seconded by George Ragsdale and Calvin Brodie respectively, to present the proposed increases for approval by the Board. Mr. Hilton will provide a high-level overview to the Board of the proposed increases for the 2024 – 2025 Academic Year, as presented in our Board Materials.

Information Technology Update

Tom Jackson stated that the IT Infrastructure supports the daily operations of the University, including hardware and software.

The Business Affairs Committee received an extensive update of the fiber network and the connectivity throughout the campus and perimeter areas. Information Technology Services will continue to add fiber to new buildings and improve redundancy for key buildings.

Lastly, Mr. Jackson provided updates on the other key areas, such as the University's Data Centers, Network Closets and Network Equipment.

Human Resources Update

Human Resources (HR) mission is to build talent and develop culture across our campus community. HR is comprised of 34 full-time staff grouped among 10 functional units. The new FY23-24 budget allocation of \$421,254 led to the creation of five (5) new positions to support the expansion of classification and compensation, benefits, and HR operations.

Human Resources continues to focus on creating and enhancing opportunities for employee health and wellness including a benefits and wellness fair that attracted over 400 attendees, registration of 1,306 employees for the 2024 state health plan, launching Wednesday Wellness Lunch & Learns (in January), and bringing a regional nutritionist to campus.

The university workforce continues to grow with a steady increase in permanent employees over the last 19 months. Since January 2023 we have experienced a 5% increase in our overall permanent workforce, which includes 170 new hires in the first half of 2023. This brings headcount to 1,617 permanent employees as of September 30th. Critical hires have included numerous directors to executive-level leadership roles as well as new faculty, law enforcement, academic advisors, research positions, and administrative support staff.

HR has delivered on compensation initiatives:

- The recent EHRA conversion under UNC Omnibus Senate Bill 195, which affects 153 positions across the university, will allow vacant and seated positions to convert to a classification with better salary flexibility.
- The FY23-24 legislative increase was delivered on time in the October payroll providing 1,439 eligible employees with a 4% base salary increase.

- By January we will provide salary adjustments granted from the General Assembly which appropriated \$232,385 in recurring funds to provide across-the-board salary increases for 22 of NCA&T's nursing faculty positions. The funding will increase nursing faculty starting pay by 10 percent and current nursing faculty salaries up to 15 percent.

HR Townhalls engage 80-125 supervisors and support staff each month who receive information on best practices, policy changes, process improvements, and updates from guest presentations from Academic Budget & Personnel, Division of Legal Affairs, and the Payroll Office.

Four major projects are in progress that will result in improved business process over the next few weeks and months. These include:

- A new criminal background check vendor will be introduced in December 2023
- Electronic employment verification services will launch in January 2024
- Organizational change request process updates will occur in spring 2024
- Transition to electronic personnel files starting in Fall 2024.

Employee professional development remains a high priority in alignment with Preeminence 2030. The Center for Leadership and Organizational Excellence (CLOE) has launched a series of retreats, workshops, and training across campus with record attendance. A dozen new staff and leadership development programs are scheduled for 2024 including Supervisor's Bootcamp, Two-Day Professional Development Conference, and New Leaders Orientation.

Police and Public Safety

The Chief provided an update on the Annual Security & Fire Report. As mandated by the Department of Education Clery Act. This report is required to be published on an annual basis. Among other things the report provides a three-year summary of Reportable Offenses, as required by the Clery Act.

The Chief provided an update on the trends in reportable offenses for the last three years.

Finally, the Chief discussed ongoing initiatives to enhance safety such as increasing patrols, enhancing security plans and leveraging new and existing technologies.

Performance Metrics

The Committee received an update from Robert Pompey on the UNC System Performance Metrics. The University is evaluated on its progress towards improvements in graduation, in-state student average debt, spending per degree and research awards.

For the last evaluation year, the University met the baseline for all the key metrics and will receive additional funding of approximately \$2 Million.

Actions for Approval

The following actions were moved and seconded by George Ragsdale and Calvin Brodie respectively, and subsequently approved by the Committee meeting for full Board approval.

1. APPOINTMENT OF A DESIGNER For Fort IRC Roof for \$750,000

The Board of Trustees approves the appointment of the following designers as its first, second, and third choices, respectively:

Atlas Engineering 551 Pylon Dr. STE A Raleigh, NC 27606	SKA 7900 Triad Center Dr. #200 Greensboro, NC 27409	Innovative Design 5412 Fieldbrook Dr. Greensboro, NC 27455
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2. APPOINTMENT OF A DESIGNER for Bluford Residence Hall Commissioning

The Board of Trustees of North Carolina Agricultural and Technical State University approves the appointment of the following designers as its first, second choices respectively:

Loring Consulting Engineers 1007 Slater Rd. Durham, NC 27703	SKA 7900 Triad Center Dr. #200 Greensboro, NC 27409	MBP 4700 Falls of Neuse Road Suite 370 Raleigh, NC 27609
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3. AUTHORIZATION OF RENOVATION FOR E-SPORTS - (\$2.2 Million)

The Board of Trustees of North Carolina Agricultural and Technical State University approves the project to renovate for the E-Sports area in the University Student Center.

With no further business, it was moved and properly seconded by George Ragsdale and Calvin Brodie to adjourn the meeting at 12:52p.m.

Recorded by:

Daphne M. Rogers