

The Board of Trustees
of
The University of North Carolina at Asheville
Special Meeting
Friday, August 15, 2008

The University of North Carolina at Asheville Board of Trustees met on Friday, August 15, 2008, in Highsmith Union Room 221, UNC Asheville Campus.

The following members of the Board of Trustees were present in person: Janice Brumit, *David Coakburn,* Nick Ladd, Doug Orr, Pam Turner, and Al Whitesides. Members who attended via telephone: Audrey Byrd Mosley, Virgil Smith and Cissie Stevens. Members absent: Jim ~~Brumit~~, Phil Carson, Joe Damore and Sue McClinton.
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Also in attendance, Chancellor Anne Ponder; Steve Baxley, Associate Vice Chancellor for Campus Operations; Christine Riley, Chief of Staff; Merianne Epstein, Public Information Officer; Bill Massey, Vice Chancellor for Alumni and Development; Wilma Sherrill, Special Assistant to the Chancellor; Lynn Spaight, Assistant Secretary to the Board.

Chair Al Whitesides called the meeting to order at 10:35 AM. After introductions, he reminded those present of the North Carolina State Ethics Commission Act and asked if there were any conflicts of interest to declare. Hearing none, he recognized Steve Baxley to review the business of the special meeting, the selection of a Design Firm for the Craft Campus construction project.

Baxley reviewed the process of calling for proposals from design firms wanting to bid on the project. There were seventeen proposals that were then screened by the Design Committee. They used criteria as required by the State Building Commission and the University of North Carolina system, and then items added by UNC Asheville staff and Design Committee members. Firms were graded on each item and those grades were recorded on the Design Matrix (see Attachment A).

The committee interviewed the top five firms and chose the top three to recommend. After approval of the resolution naming the top three firms in the order of preference, the recommended firms are submitted to the Office of State Construction which negotiates contracts for projects over \$2 million.

Questions on the committee process and recommendations included the qualifications of the top five firms under consideration, the time schedule and cost of the project. The design firm will be expected to create a model to show potential donors how the draft campus will look and function. The craft campus is in the third order of priority for UNC Asheville's capital requests for funding.


After discussion, Pam Turner moved approval of the resolution as drafted (see Attachment B). Doug Orr seconded the motion and the resolution was approved.

Chair Whitesides said that other items on the agenda would be postponed until the September meeting. He asked if there was other new business for this meeting. Hearing none, he declared the meeting adjourned.

The meeting was adjourned at 11:45 am.

Submitted respectfully,

Approved,



Lynn Spaight
Assistant Secretary to the Board



Al Whitesides
Chair

9/18/08

Date

9/18/08

Date