The Board of Trustees
of
The University of North Carolina at Asheville
Meeting Minutes
December 7, 2009

The University of North Carolina at Asheville Board of Trustees met on Monday, December 7, 2009, in the Highsmith Mountain Suites on the UNC Asheville Campus.

The following members of the Board of Trustees were present for the entire meeting: James Buckner, Sue McClinton, Bruce Peterson, Nathan Ramsey, Pat Smith, Pam Turner, and Cortland Mercer, Student Government President.

Trustees present for part of the meeting: David Cogburn, Joe Damore, Phil Carson (via telephone) and Doug Orr.

Trustees absent: Audrey Byrd Mosley and Virgil Smith.

Others in attendance for some or all of the meeting included: Anne Ponder, Chancellor, Dean of Humanities Gwen Ashburn, Chair of Campus Tuition Committee; Steve Baxley, Director for Facilities Management and Planning; Suzanne Bryson, Associate Vice Chancellor for Finance; John Bucher, Associate Vice Chancellor for Budget and Assessment; Janet Cone, Director of Athletics; Lothar Dohse, Chair of Faculty Senate; Merianne Epstein, Director of News Services; Jane Fernandes, Provost and Vice Chancellor for Academic Affairs; Debbie Griffith, Interim Director of Marketing and Communications; Bill Haggard, Vice Chancellor for Student Affairs; Chris Miller, Chancellor’s Staff Advisory Committee Chair; John Pierce, Vice Chancellor for Finance and Operations; Christine Riley, Chief of Staff; Lynn Spaight, Assistant Secretary to the Board.

There being a quorum present, Chair Buckner called the meeting to order at 8:33 a.m. The chair welcomed everyone and asked those in attendance to introduce themselves. He reminded trustees of their obligations under the State Ethics Act, and asked trustees to declare if they had conflicts with any items on the agenda. Pam Turner mentioned her membership on the board of the Health Adventure as a possible conflict relative to the agenda item regarding the Observatory.

Chair Buckner called on Janet Cone to introduce the members of the UNC Asheville women’s volleyball team. Janet Cone introduced Coach Julie Torbett and announced that Coach Torbett was named Big South Coach of the Year. Coach Torbett introduced the members of the team: Cindi Miller, Lauren Ficker, Rachel Guinane, Kelsey Benorden, Jenna Dover, and Raquel Miotto, Team Captain.

Chair Buckner reported that Board of Trustees minutes and other information will be included on the UNC Asheville web site when its re-design is unveiled in early 2010. He reported on the revisions to the committee charters and the proposed amendment to the by-laws to make the Athletics Committee a standing committee. Materials were provided in the board notebooks and the chair asked for comments and questions. After a brief discussion, the chair called for a
motion to approve the amendment to the bylaws as drafted. David Cogburn moved for approval and Doug Orr seconded the motion. The motion was approved unanimously.

Chair Buckner asked trustees to review the Naming policy that was included in the board notebooks. He has asked Audrey Byrd Mosley to review the policies and he asked if there were others interested in helping to draft a revised policy. David Cogburn and Pam Turner indicated an interest and he appointed them to an ad hoc committee to review the current policy, look at sample policies from other similar size institutions and to draft a revised policy by the next regular board meeting. He asked that any trustees who wanted to provide additional input to the policy revision to contact the Chancellor’s office.

Chair Buckner called on Joe Damore,Chair of the Audit Committee for that committee’s report. Mr. Damore reported that Donna Allen from the State Auditor’s office had attended the December 2, 2009 meeting with the preliminary report from the fiscal year 2008 financial audit. Internal Auditor Monique will be setting up a telephone hotline for people to report any fraudulent activities. The phone service will be provided by a third-party company to provide greater assurance to callers of objectivity and protection from retribution. Mr. Damore reminded trustees of the obligations of the State Ethics Act that precludes covered members (which includes trustees) of the Act from receiving gifts from lobbyists.

Chair Buckner called on Pat Smith to provide the trustee briefing and learning opportunity. Ms. Smith led a discussion on ways to introduce new individuals to the university and give them reasons to want to help the university meet its goals. Suggestions included:

- Student stories – if trustees know more of the stories about students – success stories, ways the students have been assisted by scholarships, ways students have given back to the community, etc., they can share these stories with others who don’t know the University as well.
- Invitations to events on campus, including Pisgah House, so they can bring a friend.
- Faculty stories – ways that faculty have made a difference in the lives of students and the community.
- Topic-based events for community members with a faculty member leading the discussion
- Ads in the newspaper – congratulating a team, stories of graduates and what they are doing, faculty congratulations, etc.

Ms. Smith said that she will be working with the development committee to track the development plan progress and to determine ways to work with the Foundation.

Chair Buckner called on the Tuition and Fees Committees to provide information on their recommendations. The Student Tuition committee was chaired by Dean of Humanities Gwen Ashburn. While there was a plan in the State’s budget directive as provided by the General Assembly on tuition for 2010-11, UNC President Erskine Bowles had directed campuses to provide recommendations for an alternative tuition proposal for up to 6.5%, with half the funds going to financial aid. The tuition increase as proposed would actually raise the average student’s tuition less than the $200 or 8% increase set by the legislature. The plan recommends that additional funds would be used to enhance the University’s sustainability program, to expand library services, to enhance student international experiences and for co-curricular academic services.
Bill Haggard and John Bucher reported on the work of the Student Fees committee. The committee involved students in several forums to discuss the proposed fee increases. Fee increases are being requested to increase campus “green” initiatives and improve student health services. The Athletics fee is recommended for an increase to enhance new facilities and programs in the new NC Center for Health and Wellness. The technology fee increase will be used expand wireless services to the whole campus.

After brief discussion, Chair Buckner called for a motion to approve the Committee’s Recommendations. Cortland Mercer moved for approval and Pat Smith seconded the motion. There was additional discussion and a request to separate the tuition and fees recommendations into two motions for approval. Cortland Mercer agreed to withdraw his motion and Pat Smith agreed to withdraw her second.

Cortland Mercer made a motion to approve the Tuition Committee’s recommendation to forward a recommendation to the Board of Governors for a 6.5% increase for student tuition for 2010-11. Pat Smith seconded the motion and the motion was approved unanimously.

Bruce Peterson made a motion to approve the Fees Committee’s recommendation to forward recommendation to the Board of Governors for a $111.65 (6.49%) increase in student fees for 2010-11. Joe Damore seconded the motion and the motion was approved with all but Pam Turner voting yes.

Chair Buckner called for a recess at 10:25 am.

The meeting was called back into session at 10:40 am.

Chair Buckner requested a motion to go into closed session for the following reasons:

- to prevent the premature disclosure of an honorary award or scholarship, as allowed by N.C.G.S. § 143-318.11(a)(2), and
- to consider the qualifications, competence, performance, or condition appointment or employee or prospective public officer or employee, as allowed by N.C.G.S. §143-318.11(a)(6).

David Cogburn moved to go into closed sessions for the reasons stated, and Sue McClinton seconded. The motion was approved unanimously. The closed session was convened at 10:42 am.

The meeting returned to open session at 11:15 am.

Chair Buckner called for a motion to ratify the consent agenda:
- Approve minutes of September 11, 2009 Open Session
- Approve minutes of November 5, 2009 Special Meeting Open Session
- Approve personnel actions, accept personnel reports

David Cogburn moved ratification, seconded by Pam Turner. The motion was approved unanimously.

Chair Buckner opened a discussion about the need for an updated Campus Master Plan. Ideas suggested included the following:
• The enrollment growth plan provides a blueprint for what will be needed in future – additional classroom space, residence halls, dining facilities, etc. (this plan is in place)
• Likewise, the strategic plan and academic plan provides guidance for the Master Plan
• A new plan should include guidance and criteria for design elements including lighting, signage, landscaping, building materials, etc. so that the campus has a cohesive look
• A new plan should address future land acquisition
• A new plan should include an assessment of the condition of current buildings and their potential need for renovation
• A new plan should include a community needs assessment; Example – need for a fine and performing arts center; potential need for additional graduate programs, etc.
• A new plan should include a transportation plan

Joe Damore asked if there was consensus that a new plan was needed and there was agreement from other trustees. The discussion then dealt with issues of process to accomplish this task:
• Budget: Cost for a new plan is estimated at $500,000; the availability of funds and potential for raising new funds to pay for the plan was discussed
• Planning agency: Criteria for choosing a firm to undertake the plan should be developed. Criteria mentioned were an understanding of and experience in Western North Carolina as well as experience in developing plans for institutions of comparable size
• Time: It is estimated that a new plan could take up to a year to complete
• The Finance and Real Property Committee has been discussing the current Master Plan and needs for immediate changes to campus. Chair Buckner charged this committee with developing a process for a Master Campus Plan and asked that they bring a report to the next regular meeting of the Board.

Chair Buckner called a lunch recess at 12:05 pm. At that time, Joe Damore, David Cogburn and Phil Carson left the meeting.

The meeting re-convened at 1:10 pm.

Chair Buckner recognized Doug Orr for the Academic Affairs report. Doug Orr gave a brief Craft Campus Committee update: the committee met to review the history of the project and has begun its work to consider alternative sites. The Academic Affairs Committee recommends a site for a new Observatory to be placed on the top of Chestnut Ridge, off the current access road. Jane Fernandes stated that an Observatory on campus is an essential part of the physics department and would strengthen that program for UNC Asheville students. Issues discussed:
• Shielding the building from light pollution. Sanitary sewer issues being worked on with the City of Asheville, the Department of Natural Resources and the Office of State Construction.
• Funding for the building, estimated at $250,000, which is being donated by an anonymous donor, and another donation to the Health Adventure of $200,000 for the purchase of a telescope.
• The Physics Department’s role in sponsoring the program and assisting Health Adventure with scheduling observatory events for the community and school groups.
• Viewing the telescope observations remotely through an internet hook-up.

After questions were answered, Nathan Ramsey made a motion to approve the site for the Observatory as recommended. Pat Smith seconded the motion. The motion was approved with Pam Turner abstaining.

Doug Orr reported on the suggested revisions to the Faculty Handbook regarding the Post Tenure Review process. UNC General Administration recommended changes, which have now been made, approved by the Faculty Senate and reviewed by the Academic Affairs Committee of the Board. Bruce Peterson moved to approve the revisions as presented in the board materials. Sue McClinton seconded the motion and the motion was approved unanimously.

Doug Orr left the meeting at 1:45 PM.

Chair Buckner called on John Pierce and Bill Haggard to report on the Student Residence feasibility study. Bill Haggard reported that a market study had been completed that would be needed by a lender to show the level of demand and potential for revenue for a new facility. It showed that there is demand for approximately 330 beds currently, that there could be demand for as many as 400 beds by 2012 and that there would be continued demand during this decade. A feasibility study was also completed to determine the economic viability and best construction options to make a new facility successful. The study showed that Governor’s Village could be renovated economically into rooms that would meet the expectations and needs of today’s students, and could be completed by Fall 2011. A new building of about 175,000 square feet could be built on the site of the former facilities building, which would be convenient to campus and to the current parking deck. The ad hoc committee determined that renovating Governor’s Hall and building a new facility would be feasible and is necessary for serving student demand.

John Pierce introduced Don Gordon, campus architect, for a discussion on the designer selection process. Mr. Gordon explained the selection process that is used for architect selection, in compliance with the State guidelines. The bid process is open to all. Forty-seven firms responded to the request for bids, seven from Buncombe County. The committee determined nine firms to be ‘most qualified’ and they chose three firms to be interviewed by the committee. These three will be ranked by the committee for recommendation to the State Office of Construction.

Three resolutions were submitted by the committee for approval by the board:

RESOLUTION 1:

The Board of Trustees of the University of North Carolina at Asheville hereby approves the following firms as finalists in the designer selection process for the new residence hall project and the renovation of Governors Village: Walter Robbs Callahan & Pierce, Little Diversified Architectural Consulting, and Gantt Huberman Architects.
RESOLUTION 2:

The Board of Trustees of the University of North Carolina at Asheville hereby authorizes the Finance & Real Property Committee to complete the designer selection process for the new residence hall project and the renovation of Governors Village. Completion of this process includes interviewing the selected finalists and submitting their names in rank order to the Office of State Construction for contract negotiation.

RESOLUTION 3:

The Board of Trustees of the University of North Carolina at Asheville hereby approves the site of the old physical plant building as the location for the new residence hall.

After assuring the Board that local firms were given every consideration for being selected for this project, Chair Buckner called for a vote. The motion to approve the three resolutions was approved unanimously.

Chair Buckner called for a recess and invited trustees to walk or take shuttles to the North Carolina Center for Health and Wellness Construction site to review the mock-up showing the proposed exterior finishes. The meeting was recessed at 2:25 pm.

Chair Buckner called the meeting back into session at 3:00 pm. He recognized Janet Cone for a review of proposed interior finishes for the North Carolina Center for Health and Wellness.

Janet Cone introduced Greg and Erin Mosher, owners of Office Environments. They have worked with the architects Bowers Ellis Watson and with Janet Cone to find compatible materials that are cost effective, environmentally responsible and durable. Trustees had the opportunity to examine the materials and offer suggestions regarding the options that were presented.

Chair Buckner called on Pam Turner for the Finance and Real Property Report. Pam Turner reported that the University’s Capital Priorities list, as recommended by the University Planning Council, had been reviewed by the Finance Committee and is ready to be submitted to UNC General Administration in January, when we anticipate it will be requested. The University’s top priority continues to be the replacement of the Carmichael Hall academic building. It has been the top priority for 10 years. It had previously been awarded planning funds, but that money was rescinded in last fall’s budget cuts. An application for planning funds will need to be submitted when funds become available. Other priorities were reviewed and there was consensus that a Campus Master Plan would help refine the list for potential future projects.

Chair Buckner then asked if there were questions regarding the Student Affairs report and the Athletics report as included in the board materials. There were no questions.

Chair Buckner called on Chancellor Ponder to give her report.

Doug Orr returned to the meeting at 3:50 pm.
Chancellor Ponder reported on the following:

- Implementation of the Strategic Plan; The board materials includes specific University data that was requested by Joe Damore, and which aligns with the strategic plan benchmarks. The strategic plan, along with the goals and targets that are a part of it, have been essential in helping the administration determine resource allocations that align with the plan.

- The Alumni Relations and University Events Department team of Kevan Frazier and Ann Martin are working to organize events including some special opening events for Pisgah House.

- At their November meeting, the Board of Governors approved the Mission Statement as submitted by the Board of Trustees.

- The Marketing and Branding Study had strongly recommended an updated web site. The new site will go live in early February with new designs, improved navigation, and video.

- As a follow-up to the board request for an updated TV spot to be used at half-time of televised athletics competitions, we have received quotes for a video in the range of $40,000 to $50,000. Board Chair Jim Buckner and Athletics Director Janet Cone have agreed that this will be discussed further in the Athletics Committee.

- The Eshelman School of Pharmacy at UNC Chapel Hill has approached UNC Asheville about setting up a satellite campus of the Pharmacy School here. In addition to Jim Buckner, Chancellor Ponder and Provost Fernandes, Jeff Heck of MAHEC and administrators at Mission Hospitals have been working on this project. UNC Greensboro is also proposing the formation of its own pharmacy school. Erskine Bowles has asked for proposals on each project. UNC Asheville has not made any commitments toward this project.

- The North Carolina Center for Creative Retirement Blue Ribbon Commission has completed its work and the report is included in the board materials. Trustees recognized Cissie and the Blue Ribbon Commission for its work.

Chair Buckner reminded trustees of the December Commencement on December 19.

There being no other business before the board, Chair Buckner called for a motion to adjourn. Nathan Ramsey moved adjournment, Bruce Peterson seconded the motion and it was approved unanimously.

The meeting was adjourned at 4:35 PM.

Submitted respectfully,

Lynne Spaight
Assistant Secretary to the Board

3/26/10

Approved,

James R. Buckner
Chair

3-26-10

Date

Date