

BOARD OF TRUSTEES

East Carolina University

September 20-21, 2012

THURSDAY, SEPTEMBER 20, 2012

The Board of Trustees met in regular session in the Trustee Suite of Mendenhall Student Center on the campus of East Carolina University. In compliance with the State Government Ethics Act, Bob Lucas, chair of the Board, called the meeting to order and asked if anyone has a conflict of interest. No conflicts were identified.

Mr. Lucas called on Joel Butler, secretary of the board, to call the roll:

Members Present

Robert Brinkley
Joel Butler
Ken Chalk
Edwin Clark
Deborah Davis
Justin Davis
Bob Lucas
Carol Mabe
Bobby Owens
Danny Scott
Mark Tipton

Members Absent

Steve Jones
Kieran Shanahan

Mr. Butler made a motion to go into closed session to discuss a personnel issue. The motion was seconded and approved unanimously by the board. Upon returning to open session, Mr. Lucas recessed the meeting until Friday, September 21, 2012 at 9:00 a.m.

FRIDAY, SEPTEMBER 21, 2012

Mr. Lucas reconvened the meeting of the Board of Trustees at 9:00 a.m. Mr. Lucas noted that the conflict of interest statement was read and the roll was called at the earlier session.

APPROVAL OF MINUTES

Mr. Lucas asked for a motion to approve the minutes from the Board meeting on July 19-20, 2012 as well as the conference call meeting on August 16, 2012. Mr. Butler moved approval of the minutes. Ms. Mabe seconded the motion. The motion passed with no negative votes.

UNIVERSITY REPORTS

CHANCELLOR'S REPORT

Dr. Ballard welcomed the board and expressed his excitement about the start of a new academic year. Chancellor Ballard focused on the Student Advisory Committee, fall enrollment numbers, strategic planning and tuition and fees. Dr. Ballard congratulated Mr. Kenny Flowers, who was recognized nationally for his leadership in community and economic development. Dr. Ballard concluded his remarks with an invitation for everyone to attend the ribbon cutting for the Ross Hall School of Dental Medicine on October 12. In addition, Dr. Ballard announced that Dr. Greg Chadwick has been named the Dean of the School of Dental Medicine. A text version of his report is included in this document as "Attachment A."

BOARD OF GOVERNOR'S REPORT

Mr. Phil Dixon congratulated ECU on their resiliency in pursuing the School of Dental Medicine and commented on the impact that good health care and dental care would have in Eastern North Carolina and statewide. Mr. Dixon also gave an update on the compilation of the UNC Board of Governors and encouraged board members to pursue appointment to the board in order to provide more representation for ECU.

CHAIR OF THE FACULTY REPORT

Dr. Mark Sprague addressed the board with a report from the faculty. His remarks are included in this document as “Attachment B.”

SGA REPORT

Student Government Association President Justin Davis gave the report from the student body. Mr. Davis said that it has been a busy month at ECU with two Presidential campaign stops, with both Michelle Obama and Paul Ryan campaigning at ECU. Mr. Davis said it was a great experience for students to be involved first hand in the voting process.

Mr. Davis said that the students are definitely paying attention to the upcoming tuition and fees discussions. The students are holding a campus forum on October 22 to specifically discuss tuition and fees.

The SGA office has been renovated and Mr. Davis invited all trustees to stop by and see the more open and inviting atmosphere. The SGA strategic directions have been formulated and are now more specific and goal-oriented. Mr. Davis said that the purpose statement for SGA is: Founded and funded by students, we exist to inspire, inform, and involve the students of East Carolina University.

In conclusion, Mr. Davis introduced two initiatives that he hopes serves the student body. The first initiative is the “Scantron / Bubble Sheet” effort, which will supply students with free scantrons and bubble sheets for exams. The second initiative is “Stick It to Steve,” which is a way for students to post comments and ask questions of the Chancellor. The plan is to have a forum at which the Chancellor can respond to a few of the comments and questions.

BOARD OF VISITORS REPORT

Steve Brown, chair of the Board of Visitors gave the report. Mr. Brown began his report by recognizing Rick Sheppard, who gave each BOV member a gift at the last meeting. The gift, an embroidered golf towel, is available to all Board of Trustee members as well.

Mr. Brown gave an update on the August 24, 2012 orientation meeting. At this meeting, new members were introduced to the purpose of the Board of Visitors and were provided with information pertaining to committees, goals for the board and ways they can help promote the mission of ECU.. Each committee gave a brief synopsis of what their committee's function is in relation to the overall mission of the Board of Visitors.

One goal of the Board of Visitors is to support ECU Access Scholarships. The board has been funding three scholarships for the past two years, but because of the generosity of the members of the board, they are now adding a fourth scholarship for fall 2012. For the 2011-2012 fiscal year, the Board of Visitors has contributed approximately \$22,000 to Access Scholars. At the August meeting, \$5,500 was given. There is a total of \$32,000 in the BOV Access Scholar fund and the fall tuition bill has already been paid. In conclusion, Mr. Brown invited each Board of Trustee member to the fall BOV meeting on November 16, 2012.

COMMITTEE REPORTS

ATHLETICS & ADVANCEMENT COMMITTEE

Committee Chair Danny Scott gave the report from the Athletics and Advancement Committee. A summary of this report is listed as "Attachment C." There was one action item from the committee.

Mr. Scott moved that the board approve the 18 naming opportunities that were presented in Board materials. The motion was approved with no negative votes. Please see “Attachment D” for specific supporting documentation regarding these naming actions.

AUDIT COMMITTEE

Committee Chair Ken Chalk gave the report from the Audit Committee. A summary of this report is included as “Attachment E.” There were no action items.

FINANCE & FACILITIES COMMITTEE

Committee Chair Carol Mabe gave the report from the Finance and Facilities Committee. A summary of this report is included as “Attachment F.” There were several items that required action by the board.

Mrs. Mabe moved that the board approve the request to implement the Increased Real Property by Lease Flexibility Policy in accordance with the terms and conditions provided in the Board materials. The motion was approved with no negative votes. A summary of this item is listed as “Attachment G.”

Mrs. Mabe moved that the board approve the request to lease approximately 3,500 sf office space in accordance with the terms and conditions provided in the Board materials. The motion passed with no negative votes. More information on this item is listed as “Attachment H.”

Mrs. Mabe moved that the board approve the request to sell two family medicine clinical properties to the Town of Bethel in accordance with the terms and conditions provided in the

Board materials. The motion passed with no negative votes. A summary of this request is listed as “Attachment I.”

Mrs. Mabe moved that the board approve the designer selection of the Clement Residence Hall Renovation in accordance with the terms and conditions provided in the Board materials. The motion passed with no negative votes. This designer selection is listed as “Attachment J.”

HEALTH SCIENCES COMMITTEE

Mrs. Deborah Davis gave the report from the Health Sciences Committee in lieu of Mr. Steve Jones’ absence. A summary of this report is included as “Attachment K.” There were no items that required board action.

UNIVERSITY AFFAIRS

Committee Chair Robert Brinkley gave the report from the University Affairs Committee. A summary of this report is included as “Attachment L.”

There was one item from committee that required the attention of the board. Mr. Brinkley moved that the board approve the resolution that recognizes the 50th anniversary of the desegregation of East Carolina University. The motion was approved with no negative votes. A copy of that resolution is included as “Attachment M.”

Mr. Brinkley said that the remainder of his report needed to be given in closed session. Mr. Brinkley made a motion for the board to go into closed session. The motion was seconded and passed unanimously. The board returned to open session at 11:15 a.m.

NEW BUSINESS

Mr. Lucas announced the appointment of Bobby Owens and Deborah Davis to the Honorary Degrees, Awards and Distinctions Committee. They join Danny Scott, Mark Tipton and Joel Butler, along with the five faculty members on this committee.

Mr. Lucas said that in closed session, the board approved awarding an Honorary Doctorate of Science to Mr. Dave McRae. This degree will be presented at the December 2012 Commencement.

Mr. Lucas said that in closed session, the board discussed the appointment of Dr. Greg Chadwick as Dean of the School of Dental Medicine, and while it was not necessary for the board to approve his appointment, the board would like to offer a resolution in support of Dr. Chadwick. After reading the resolution, Mr. Lucas asked for a motion to approve the resolution. Following the motion and a second, the motion was approved with no negative votes. The resolution is listed as "Attachment N."

The next item on the agenda was the election of the Assistant Secretary to the Board of Trustees. Mr. Lucas opened the floor for nominations. Mr. Ken Chalk nominated Dr. Steve Duncan. Mark Tipton seconded the motion. The motion passed with no negative votes. Dr. Steve Duncan was elected the Assistant Secretary to the Board of Trustees. Mr. Brinkley and Mr. Lucas praised Dr. Ballard for the transparency in the search process for this position.

UNFINISHED BUSINESS

Mr. Lucas asked if there was any unfinished business to come before the Board. There was none.

REMARKS FROM BOARD MEMBERS

Mr. Shanahan introduced the topic of saying the Pledge of Allegiance and/or offering a prayer before each board meeting. He made a motion that the pledge and a prayer be inserted in the Board meetings. Mr. Tipton seconded the motion. Ms. Davis asked that there not be a vote until there was further discussion about the topic. Mr. Lucas agreed and the topic was sent to the University Affairs Committee for discussion.

Mr. Tipton said that per the closed session discussion earlier, he would like to offer a motion in support of Chancellor Ballard in his efforts to amend ECU's policy on student drug use to make it more aligned with the recently revised Board of Governors policy. Mr. Brinkley seconded the motion. The motion was approved with no negative votes.

REPORT FROM THE CHAIR

Mr. Lucas announced that flu vaccinations will be available for all board members in the Trustee Suite.

ADJOURNMENT

Mr. Lucas adjourned the meeting at 11:30 a.m.

Respectfully Submitted,

Megan Ayers
Chancellor's Office

Chancellor's Remarks

BOARD OF TRUSTEES

September 21, 2012

Enrollment

The start of a new academic year is always an exciting time. Dr. Hardy, Dr. Koch, and I met with our Student Advisory Committee this week and it certainly reminded me of the importance of our work. We had a dozen bright young students from across most Colleges, all fully engaged in the future of their university. Our vision is "*To Deliver on the Promise of Opportunity*": and these students will undoubtedly take advantage of that opportunity.

We carefully monitor enrollment trends, as required in your Enrollment Growth Management Plan. For the most part, we are happy with what we see, especially at the undergraduate level. We enrolled just under 4000 undergraduates, the 2nd highest total in the last four years and exactly at our goal. Except for NC State, that is more freshmen than any other university. We are close to our goals with Transfer students and we had a significant increase in out of state undergraduates....also one of our primary goals this year. John Fletcher, Julie Poorman and the entire admissions team continues to do an excellent job.

The one area of concern is graduate enrollments which are down 9% over the past four years. This is clearly the result of base budget cuts because we just cannot offer competitive stipends in many graduate programs and graduate students certainly know how to do market comparisons. Graduate degrees have become increasingly required for employment, especially in most professional and scientific fields. I have asked VC Mitchelson and Dean Gemperline to make masters level enrollments their primary focus this fall and I expect for Executive Council to agree to a plan for increased enrollment by the end of this semester.

Strategic Planning

ECU has prided itself in strategic planning... ranging from ECU tomorrow to UNC Tomorrow to enrollment planning and master planning. Currently, for example, Beth Velde, Director of Public Service, is leading a team to re-apply for our Carnegie Designation as an Engaged University, which places ECU in excellent company along with land-grant universities and many flagships.

Therefore, we're excited about the Board of Governor's new Strategic Planning initiative, which has a projected timeline of January 2013. One of the most exciting parts of the process will be to focus on academic programs that prepare students for good jobs and ECU should look very good on that scale. On the East campus, programs such as business, computer science, construction management, teacher preparation, and hospitality management all do this very well. On the West campus, our goal is to have 3000 professional students, all of whom are well prepared for excellent jobs. ECU delivers on the promise of opportunity.

Dr. Rigsby, chair of the statewide faculty assembly, and I both serve on the Advisory Committee for the strategic plan.

Tuition and Fees

I won't say much about this difficult decision making process at this time, other than dozens of people have been working with VC's Niswander and Hardy to make a recommendation to the Executive Council, which will in turn recommend increases to you for consideration in November. The Finance and Facilities committee reviewed this process yesterday.

The Board of Governors has limited tuition to 6.5% increases and fees to the same 6.5% increase. We already have approved a tuition increase of over 5%, so there is not a lot of headroom on tuition. Regarding fees, our educational and technology fee, lowest in the system, certainly must be raised. We increased tuition by 10% last year, so we should keep that in mind. Also, Peer Comparisons are important because Board of Governor's Policy mandates that we remain in the bottom quartile of our peers. Currently, that is easy since we rank last among our peers in combined tuition and fees (\$5869).

We will do all we can to balance the quality of our educational experience with our historical commitment to access and affordability.

School of Dental Medicine

We are very proud that the ribbon cutting for the new Dental School will occur at 2pm on October 12th. President Ross, numerous Board of Governor members and I hope all of you will be there for the unveiling of the Ledyard Ross Hall. It will be a big day for ECU.

But, today is also a big day. I'm proud to announce the appointment of Dr.

Gregory Chadwick as the Dean of the School of Dental Medicine. Dr. Chadwick

has been serving as Interim Dean for the past year. In addition, please recall the commitment that Dr. Chadwick has made to this school:

- He was with us in the critical 2006-07 time period when we had to convince the Board of Governors of our concept;
- The concept was unique in the country and the accreditation team last year told us that the “whole country was watching ECU.”
- We have 104 students and, already, the Ahoskie clinic is open and providing services to North Carolinians.
- Dr. Chadwick, please stand and receive our appreciation.

Happy to answer questions.

Chair of the Faculty Remarks to the ECU Board of Trustees
Mark W. Sprague
September 21, 2012

I bring greetings from the faculty! This is an exciting time at ECU. The students and faculty have returned from their summers, and campus is alive with activity. The semester is off to a great start. I would like to take this opportunity to share a little about just what faculty members do every day. People outside the university often have a misperception that faculty members teach a few classes and take the rest of the week off, but nothing could be farther from the truth.

To illustrate what a typical faculty member does, I brought a friend of mine from the physics department, Prof. John Kenney. Prof. Kenney received his Ph.D. from SUNY Stony Brook. Afterward he worked at the University of London, the University of Aarhus in Denmark, and the European Molecular Biology Lab in Heidelberg, Germany before coming to ECU in 2002. Prof. Kenney is an associate professor in Department of Physics and also an adjunct faculty member in the Departments of Biology and Chemistry. His research is fascinating: he uses circular dichroism spectroscopy to study protein structure, particularly the structure of the proteins in spider silk. What does that mean? He bounces light waves off of proteins and uses changes in the polarization of the light to learn about the structure of the proteins. I could go on and on about what he and his colleagues have learned about how spiders can change the structure of the proteins in their silk as they spin it and the applications of their work in areas as diverse as mad cow disease and production of advanced fibers, but this is not a science lecture.

So what does a typical day look like for a faculty member like Prof. Kenney? He prepares and gives lectures for his classes. Right now he is teaching the introductory calculus-based physics courses for physics, chemistry, and biochemistry majors. He finds time to read the research literature, hold office hours for his students, meet with colleagues to discuss research, and work in his research lab.

Since coming to ECU, Prof. Kenney has published over 20 papers in collaboration with his ECU colleagues and his students. He won the Sigma Xi Helms Award for a paper that was the first to describe spider silk as an amyloid similar in structure to mad cow disease.

One important thing that makes a university like ECU so different than a community college or a high school is that the faculty members are scholars who create knowledge or produce creative works. We do not just teach. We advance our disciplines. As a result, our students get the opportunity to learn about something like physics from someone who really does it. For example, when Prof. Kenney teaches his students about energy, he shows them examples of the energy in protein shapes from measurements he made.

In his lab, Prof. Kenney works with a mix of students, graduate and undergraduate, from various majors. His students have regular lab meetings to discuss their work, and Prof. Kenney organizes a weekly spectroscopy club meeting where students and faculty can discuss the latest findings and present their work. Prof. Kenney's Ph.D. student Julie DiNitto, who graduated last May, won second place in a poster competition at the CD2011 meeting in Oxford, England. Prof. Kenney published three research papers with Julie. You can see that we teach our students even when we do our research.

In addition to teaching and research, faculty members are responsible for other academic matters such as developing and evaluating programs, approving new courses, and serving on tenure and promotion committees. Prof. Kenney serves on the physics department Undergraduate Committee, the Honors College Committee, and the Educational Policies and Planning Committee. The two of us have a physics tenure committee meeting this afternoon.

Prof. Kenney is an outstanding example of the dedicated faculty we have at ECU, and we have others like him throughout the university. The faculty is the soul of a university. If you come back to ECU in ten years, all of the students will be different, but most of the faculty here today will still be around. Faculty members like Prof. Kenney are so important to the very nature of the university. I want you to appreciate that so much of what we do is outside the classroom, whether it is in the research lab, the art studio, or in the committee room. The faculty serve ECU, our students, our community, and our professions every day, inside and outside of the classroom.

Athletics & Advancement Committee

September 20, 2012

Talking Points

Committee members present were Danny Scott, Bob Lucas, Robert Brinkley, and Mark Tipton. Other board members present included Ken Chalk, Edwin Clark, Deborah Davis, Justin Davis, Carol Mabe.

Athletics

In lieu of a “Coach’s Report,” Jamie Johnson, Associate Athletic Director for Compliance gave an update on compliance at ECU. The Office of Compliance has worked tirelessly over the last calendar year to ensure that ECU fulfilled the NCAA’s requirements during their probationary period. Jamie pointed out that the compliance office has increased their collaboration efforts across campus with not only the administration, but also with the Athletic Department, the Office of Financial Aid, and the Office of Enrollment Services. The Compliance Office has expanded its staff to include the Director of Compliance, an Assistant Director of Compliance, an eligibility specialist and a graduate assistant.

Several key initiatives that the Compliance Office has initiated have included revamping the eligibility process, making the Athletics Compliance Manual available online and implementing new compliance software called “ACS – Assistant Coach Systems.” This software makes collecting, monitoring and managing recruiting related activity much more efficient and thorough. ACS also increases the mobility of coaches and administrators since they can easily access this system with their smartphones or electronic devices.

Athletic Excellence Committee Update

Terry Holland gave an update on the Athletic Excellence Committee. He stressed that the most critical part of this initiative is to strive to be successful where ECU is currently situated. The phrase commonly used to describe this process is “this is a marathon, not a sprint.” There was discussion about engaging external support for ongoing conference affiliation endeavors. Finally, it was stressed that the Athletic Excellence Committee is all inclusive. It incorporates people from all parts of the ECU community.

Financial Report and Athletics Update

Due to time constraints, Nick Floyd referenced the financial report that is included in our board materials.

University Advancement

Naming Proposal

Mickey Dowdy presented several naming proposals: 16 proposals from the College of Allied Health Sciences, one from the College of Technology and Computer Science and one from Athletics. The committee approved all of the proposals and a formal motion will be made to the board at the end of my report.

Due to time constraints additional Advancement agenda items were tabled until the next meeting in November.

Motions:

Mr. Chairman, I have one motion coming from our committee:

I move that the Board approve the 18 naming proposals as presented in Board materials.

Mr. Chairman, that concludes my report.

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede
Name of Originator

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: Barbara W. Bremer

Bremer/ 317 Pinewood Dr. Greenville NC 27858
Address: City State Zip

Telephone: (910) 756-7974
Home Business

Relationship to the University: Adjunct faculty and alumni

Proposed Object for Naming: Classroom-1st floor

Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other
Date of Original Commitment: December 2007
Amount of Total Commitment: \$100K
Amount Paid: \$100K
Current Pledge Balance: \$0
Status of Payments: Completed
Was the gift part of a campaign: Yes No Define: _____
Was the project pre-approved: Yes No
Directed to: ECU Foundation Educational Foundation
 Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Pat Frede
Signature of Originator

June 19, 2012
Date

[Signature]
Signature of University Official

June 19, 2012
Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede
Name of Originator

2

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: Louise O. Burevitch

Louise Burevitch/ 324 Wayne Dr. Wilmington NC 28403
Address: City State Zip

Telephone: (910) 762-8152
Home Business

Relationship to the University: Donor

Proposed Object for Naming: Main Lobby / Atrium


Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other
Date of Original Commitment: December 2008
Amount of Total Commitment: \$150K
Amount Paid: \$150K
Current Pledge Balance: \$0
Status of Payments: Completed
Was the gift part of a campaign: Yes No Define: _____
Was the project pre-approved: Yes No
Directed to: ECU Foundation Educational Foundation
 Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.


Signature of Originator

June 19, 2012
Date


Signature of University Official

June 19, 2012
Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede (3)
Name of Originator

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: Lina Edwards Wheeler

810 Prince Street Cary NC 27511
Address: City State Zip

Telephone: (919) 467-7734
Home Business

Relationship to the University: Lina Edwards Wheeler was alumni of CAHS.

Proposed Object for Naming: CSDI Student Laboratory - 1st floor

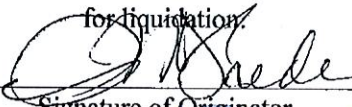
Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other
Date of Original Commitment: December 2010
Amount of Total Commitment: \$25K
Amount Paid: \$25K
Current Pledge Balance: \$0
Status of Payments: Completed
Was the gift part of a campaign: Yes No Define: _____
Was the project pre-approved: Yes No
Directed to: ECU Foundation Educational Foundation
 Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.


Signature of Originator

June 19, 2012
Date


Signature of University Official

June 19, 2012
Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede

Name of Originator

4

Medical & Health Sciences Foundation

(252) 744-3523

fredep@ecu.edu

Department/Division

Phone

Email

Proposed Name(s) to Honor: Tanya Johnson - McDowell and Riley Floyd

100 Timber View Lane

Cary

NC

27511

Address:

City

State

Zip

Telephone: (919) 460-6437

Home

Business

Relationship to the University: Tanya Johnson - McDowell was the therapist for Riley Floyd. The Floyd Foundation is honoring Tanya Johnson - McDowell.

Proposed Object for Naming: CSDI Therapy Room - 1st floor

Purpose for recommendation:

Service

Gift

Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other

Date of Original Commitment: December 2008

Amount of Total Commitment: \$20K

Amount Paid: \$25K

Current Pledge Balance: \$0

Status of Payments: Completed

Was the gift part of a campaign: Yes No Define: _____

Was the project pre-approved: Yes No

Directed to: ECU Foundation Educational Foundation

Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation

Pat Frede
Signature of Originator

June 19, 2012

Date

McDowd
Signature of University Official

June 19, 2012

Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

5

Pat Frede

Name of Originator

Medical & Health Sciences Foundation

(252) 744-3523

fredep@ecu.edu

Department/Division

Phone

Email

Proposed Name(s) to Honor: Meta Downes

Sheldon Downes/ 118 Avon Lane

Greenville

NC

27858

Address:

City

State

Zip

Telephone: (252) 756-4722

Home

Business

Relationship to the University: Meta Downes was a CAHS professor for over 30 years

Proposed Object for Naming: CDSI Clinic Reception Area- 1st floor

Purpose for recommendation:

Service

Gift

Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other

Date of Original Commitment: April 2010

Amount of Total Commitment: \$96K

Amount Paid: \$96K

Current Pledge Balance: \$0

Status of Payments: Completed

Was the gift part of a campaign: Yes No Define: _____

Was the project pre-approved: Yes No

Directed to: ECU Foundation

Educational Foundation

Medical & Health Sciences Foundation

Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Pat Frede
Signature of Originator

June 19, 2012

Date

W. B. Stoney
Signature of University Official

June 19, 2012

Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede
Name of Originator

6

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: Linda and Jessica King

Address: _____ City _____ State _____ Zip _____

Telephone: _____
Home _____ Business _____

Relationship to the University: Jessica King was a student in CAHS that passed away. Her mother (Linda) and friends created an endowed scholarship. Linda King has since passed away.

Proposed Object for Naming: OT ROADI Evaluation Room-1st floor

Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other
Date of Original Commitment: December 2005
Amount of Total Commitment: \$50K
Amount Paid: \$50K
Current Pledge Balance: \$0
Status of Payments: Completed
Was the gift part of a campaign: Yes No Define: Before campaign
Was the project pre-approved: Yes No
Directed to: ECU Foundation Educational Foundation
 Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Pat Frede
Signature of Originator

June 19, 2012
Date

W. S. Hardy
Signature of University Official

June 19, 2012
Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede

Name of Originator

7

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: Jean Elaine Mills

Amos Mills/4820 Cyprus Ford Dr. Fuquay Varina NC 27526
Address: City State Zip

Telephone: (919)577-5585 Amos T. Mills, III & Assoc., Attorneys at Law
Home Business

Relationship to the University: Jean E. Mills was a graduate of CAHS

Proposed Object for Naming: Classroom- 1st floor

Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other

Date of Original Commitment: October 2003

Amount of Total Commitment: \$50K

Amount Paid: \$50K

Current Pledge Balance: \$0

Status of Payments: Completed

Was the gift part of a campaign: Yes No Define: Before campaign

Was the project pre-approved: Yes No

Directed to: ECU Foundation Educational Foundation

Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Pat Frede
Signature of Originator

June 19, 2012

Date

W. B. Hardy
Signature of University Official

June 19, 2012

Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede
Name of Originator

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: Dale Huggins

Doug Huggins/ PO Box 285 Kill Devil Hills NC 27948
Address: City State Zip

Telephone: n/a
Home Business

Relationship to the University: Dale Huggins was a CAHS alum

Proposed Object for Naming: PT Planning / Work Room- 2nd floor

Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other
Date of Original Commitment: August 2009
Amount of Total Commitment: \$25K
Amount Paid: \$25K
Current Pledge Balance: \$0
Status of Payments: Completed
Was the gift part of a campaign: Yes No Define: _____
Was the project pre-approved: Yes No
Directed to: ECU Foundation Educational Foundation
 Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Pat Frede
Signature of Originator

June 19, 2012
Date

MSH
Signature of University Official

June 19, 2012
Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede

Name of Originator

9

Medical & Health Sciences Foundation

(252) 744-3523

fredep@ecu.edu

Department/Division

Phone

Email

Proposed Name(s) to Honor: George Hamilton

George Hamilton/ 1044 East Rock Spring Rd. Greenville NC 27834
Address: City State Zip

Telephone: (252) 756-4084

Home

Business

Relationship to the University: Retired CAHS professor

Proposed Object for Naming: PT Reception- 2nd floor

Purpose for recommendation:

Service

Gift

Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other

Date of Original Commitment: December 2007

Amount of Total Commitment: \$25K

Amount Paid: \$26K

Current Pledge Balance: \$0

Status of Payments: Completed

Was the gift part of a campaign: Yes No Define: Before campaign

Was the project pre-approved: Yes No

Directed to: ECU Foundation

Educational Foundation

Medical & Health Sciences Foundation

Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Pat Frede
Signature of Originator

June 19, 2012

Date

W. B. Bond
Signature of University Official

June 19, 2012

Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede

Name of Originator

Medical & Health Sciences Foundation

(252) 744-3523

fredep@ecu.edu

Department/Division

Phone

Email

Proposed Name(s) to Honor: Catherine V. McCulley

Michael McCulley/ 421 Boros Road

New Bern

NC

28560

Address:

City

State

Zip

Telephone: (252) 444-2349

Home

Business

Relationship to the University: Catherine V. McCulley was a CAHS alum

Proposed Object for Naming: PT Conference Room- 2nd floor

Purpose for recommendation:

Service

Gift

Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other

Date of Original Commitment: March 1995

Amount of Total Commitment: \$25K

Amount Paid: \$25K

Current Pledge Balance: \$0

Status of Payments: Completed

Was the gift part of a campaign: Yes No Define: Before campaign

Was the project pre-approved: Yes No

Directed to: ECU Foundation

Educational Foundation

Medical & Health Sciences Foundation

Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Pat Frede
Signature of Originator

June 19, 2012

Date

Michael McCulley
Signature of University Official

June 19, 2012

Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede

Name of Originator

11

Medical & Health Sciences Foundation

(252) 744-3523

fredep@ecu.edu

Department/Division

Phone

Email

Proposed Name(s) to Honor: David L. Ward

David L. Ward/ PO Box 867

New Bern

NC

28563

Address:

City

State

Zip

Telephone: (252) 672-5448

Ward and Smith, PA

Home

Business

Relationship to the University: Donor and Emeritus member of the Board of Directors of the Medical & Health Sciences Foundation.

Proposed Object for Naming: OT Kitchen Teaching Laboratory- 3rd floor

Purpose for recommendation:

Service

Gift

Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other

Date of Original Commitment: December 2008

Amount of Total Commitment: \$25K

Amount Paid: \$25K

Current Pledge Balance: \$0

Status of Payments: Completed

Was the gift part of a campaign: Yes No Define: _____

Was the project pre-approved: Yes No

Directed to: ECU Foundation

Educational Foundation

Medical & Health Sciences Foundation

Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Pat Frede
Signature of Originator

June 19, 2012

Date

W. B. Ward
Signature of University Official

June 19, 2012

Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede 12
Name of Originator

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: PCMH Volunteer Auxiliary

Etsil Mason/ 4192 West Lang St. Farmville NC 27828
Address: City State Zip

Telephone: (252) 753-4513
Home Business

Relationship to the University: Donor

Proposed Object for Naming: CAHS Work Room- 3rd floor

Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

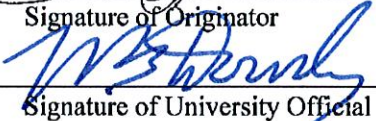
Purpose of Gift: Annual Capital Endowment Other
Date of Original Commitment: July 2011
Amount of Total Commitment: \$30K
Amount Paid: \$33K
Current Pledge Balance: \$0
Status of Payments: Completed
Was the gift part of a campaign: Yes No Define: _____
Was the project pre-approved: Yes No
Directed to: ECU Foundation Educational Foundation
 Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.


Signature of Originator

June 19, 2012
Date


Signature of University Official

June 19, 2012
Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

13

Pat Frede

Name of Originator

Medical & Health Sciences Foundation(252) 744-3523fredep@ecu.edu

Department/Division

Phone

Email

Proposed Name(s) to Honor: Edwin and Nancy MonroeMonroe/ 104 W. Longmeadow Rd.GreenvilleNC27858

Address:

City

State

Zip

Telephone: (252) 752-6846

Home

Business

Relationship to the University: Retired founding Dean of CAHSProposed Object for Naming: Dean's Conference Room- 3rd floor

Purpose for recommendation:

 Service Gift

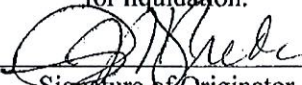
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment OtherDate of Original Commitment: December 2008Amount of Total Commitment: \$75KAmount Paid: \$75KCurrent Pledge Balance: \$0Status of Payments: CompletedWas the gift part of a campaign: Yes No Define: _____Was the project pre-approved: Yes NoDirected to: ECU Foundation Educational Foundation Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.


 Signature of Originator
June 19, 2012

Date


 Signature of University Official
June 19, 2012

Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede
Name of Originator

14

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: Susan T. Smith

Susan Smith/ 3011 Heritage Pines Dr. Cary NC 27519
Address: City State Zip

Telephone: (919) 481-9241
Home Business

Relationship to the University: First department chair of CLSC in CAHS

Proposed Object for Naming: CLSC Reception- 3rd floor

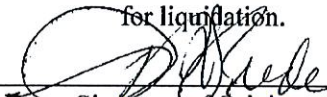
Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other
Date of Original Commitment: February 2001
Amount of Total Commitment: \$25K
Amount Paid: \$25K
Current Pledge Balance: \$0
Status of Payments: Completed
Was the gift part of a campaign: Yes No Define: Before campaign
Was the project pre-approved: Yes No
Directed to: ECU Foundation Educational Foundation
 Medical & Health Sciences Foundation Other

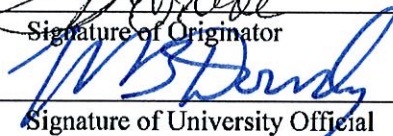
If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.


Signature of Originator

June 19, 2012

Date


Signature of University Official

June 19, 2012

Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede
Name of Originator 15

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: Stas and Brenda Humienny

Humienny/ 5223 Trent Woods Dr. New Bern NC 28562
Address: City State Zip

Telephone: (252) 637-2970
Home Business

Relationship to the University: CAHS alumni and adjunct faculty

Proposed Object for Naming: CLSC Prep Laboratory -3rd floor

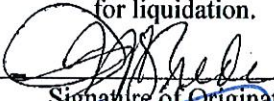
Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

Purpose of Gift: Annual Capital Endowment Other
Date of Original Commitment: April 2006
Amount of Total Commitment: \$35K
Amount Paid: \$35K
Current Pledge Balance: \$0
Status of Payments: Completed
Was the gift part of a campaign: Yes No Define: Before campaign
Was the project pre-approved: Yes No
Directed to: ECU Foundation Educational Foundation
 Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.


Signature of Originator

June 19, 2012

Date


Signature of University Official

June 19, 2012

Date

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Pat Frede
Name of Originator

16

Medical & Health Sciences Foundation (252) 744-3523 fredep@ecu.edu
Department/Division Phone Email

Proposed Name(s) to Honor: Jennifer Elizabeth "Beth" Lambeth

Dr. H.D. Lambeth/ 414 Trail One Burlington NC 27215
Address: City State Zip
Telephone: (336) 226-4116
Home Business

Relationship to the University: Jennifer Elizabeth Lambeth is a deceased alum of CAHS

Proposed Object for Naming: REHB Conference Room -4th floor

Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

If related to a gift:

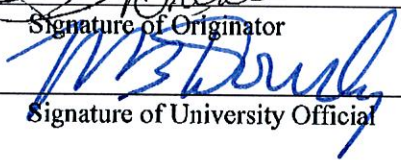
Purpose of Gift: Annual Capital Endowment Other (Planned Gift)
Date of Original Commitment: June 2004
Amount of Total Commitment: \$50K+
Amount Paid: \$37K
Current Pledge Balance: \$15K - planned gift
Status of Payments: Current
Was the gift part of a campaign: Yes No Define: Before campaign
Was the project pre-approved: Yes No
Directed to: ECU Foundation Educational Foundation
 Medical & Health Sciences Foundation Other

If the Gift was more than \$25,000:

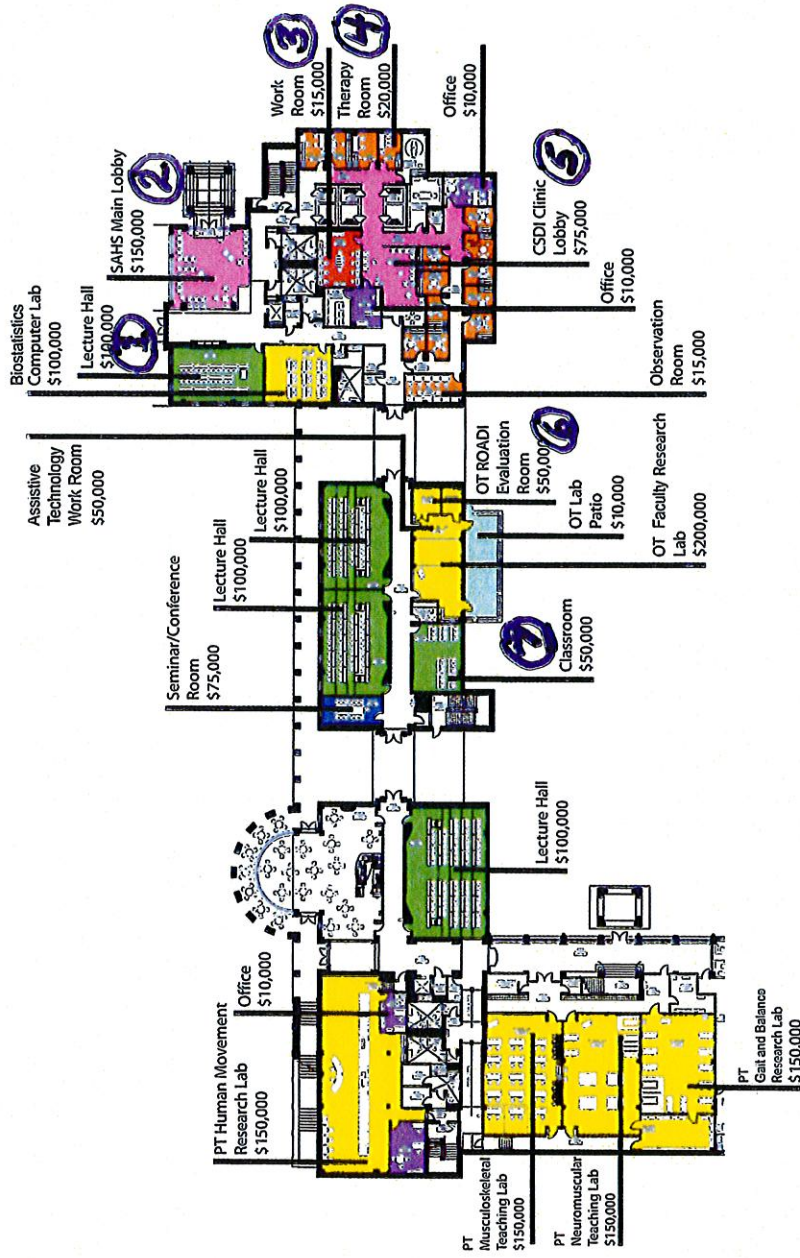
1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.


Signature of Originator

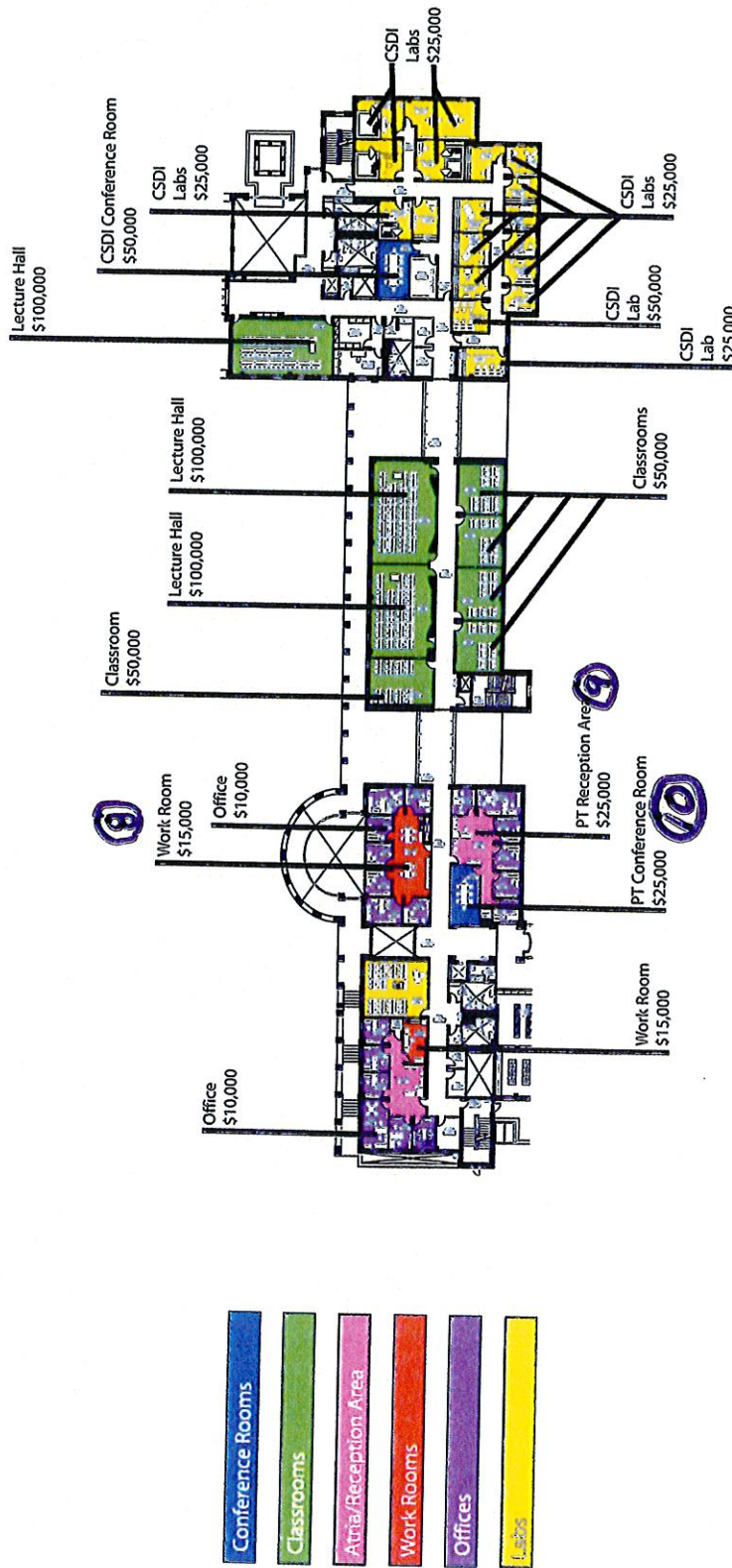
June 19, 2012
Date


Signature of University Official

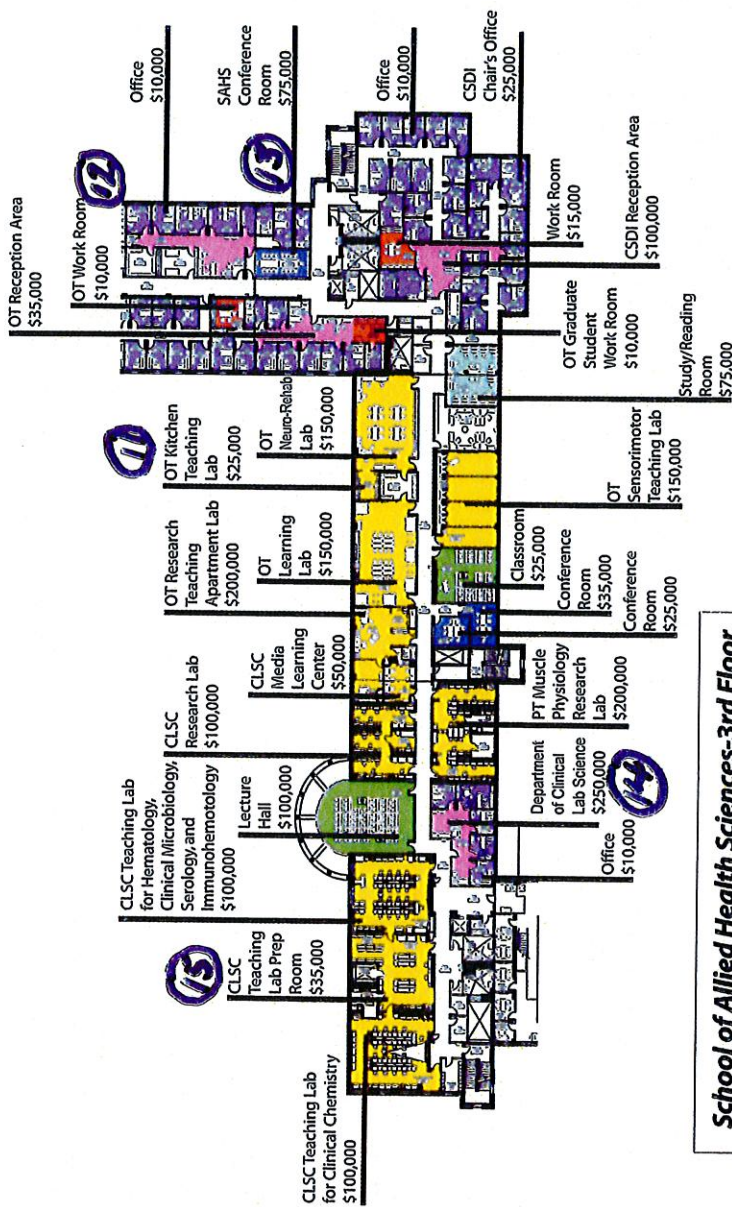
June 19, 2012
Date



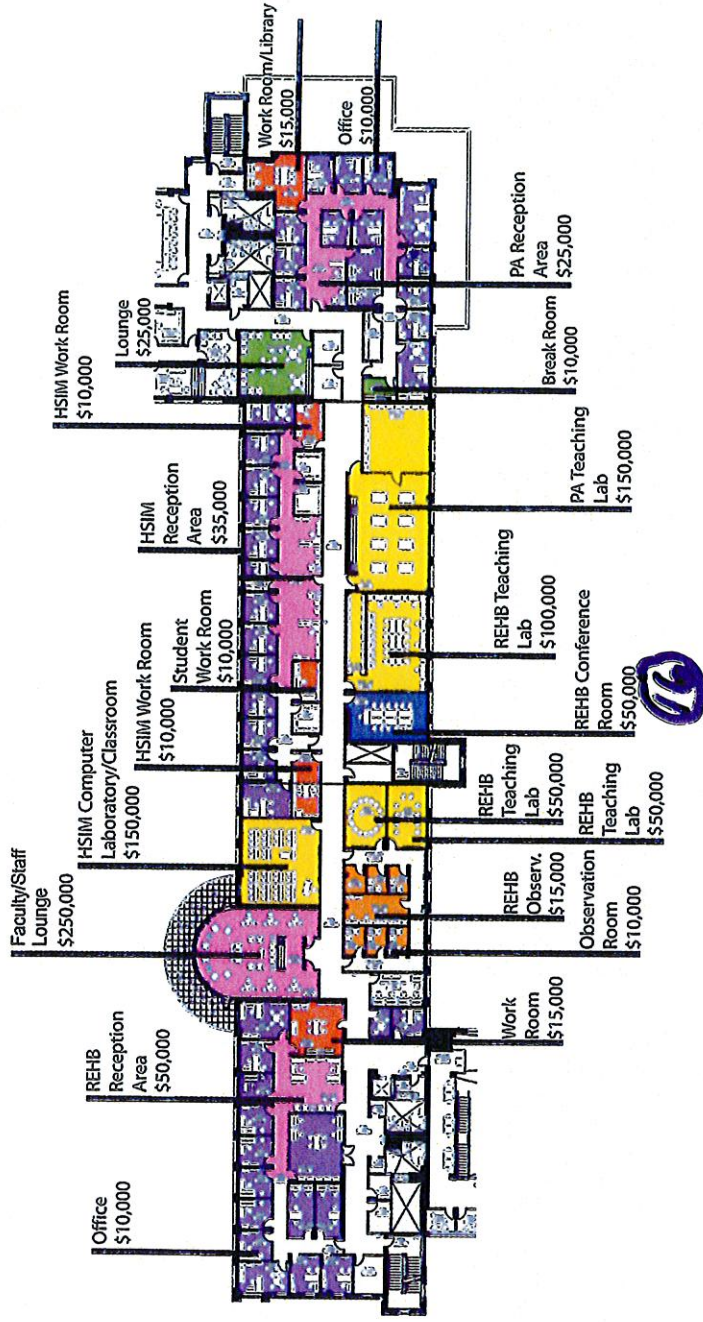
**School of Allied Health Sciences-1st Floor
Naming Opportunities**



**School of Allied Health Sciences-2nd Floor
Naming Opportunities**



**School of Allied Health Sciences-3rd Floor
Naming Opportunities**



- Conference Rooms
- Break Room/Lounges
- Atria/Reception Area
- Therapy Rooms
- Work Rooms
- Offices
- Labs

**School of Allied Health Sciences-4th Floor
Naming Opportunities**

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

David White, Dean

Name of Originator

College of Technology and Computer Science 328-9604

Department/Division

Phone

whited@ecu.edu

Email

Proposed Name(s) to Honor: _____

Keihin Carolina System Technology, Inc.

Address: _____

City

State

Zip

Telephone: _____

Home

Business

Relationship to the University: Industry Partner/Donor

Proposed Object for Naming: Keihin Controls and Instrumentation Laboratory

Purpose for recommendation:

Service

Gift

Explanation (Attach background materials as appropriate to justify the recommendation)

See Attached

If related to a gift:

Purpose of Gift: Annual Capital Endowment

Date of Original Commitment: November 2010

Amount of the Total Commitment: \$100,000

Amount Paid: 60,000

Current Pledge Balance: 40,000

Status of Payments: Finished 2 years of the 3 year pledge

Was the gift part of a campaign: Yes No Define: _____

Was the project pre-approved: Yes No

Directed to: ECU Foundation Educational Foundation

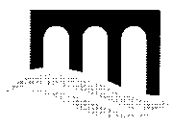
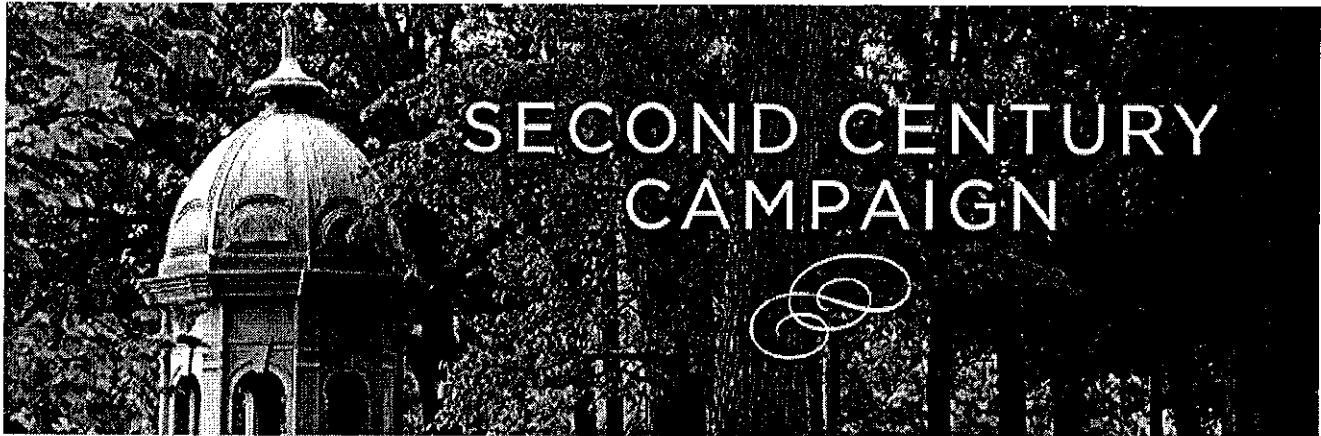
Medical Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

David M. White
Signature of Originator

07/12/2012
Date



East Carolina University.

**Campaign Gift Proposal Presented to:
Keihin Carolina System Technology Inc.
January 4, 2011**

Our first century is the remarkable story of those who have come before us. Their daring vision for East Carolina created the great university we know today.

That sense of bold vision is carried forward in our new strategic plan, ECU Tomorrow: A Vision for Leadership and Service. This bold and ambitious plan for East Carolina lays out five strategic directions by which we will chart our course into our second century. Funding this margin of excellence will require in excess of \$1 billion over the next 10 to 15 years.

Make no mistake: the state will not respond at a level equal to our opportunity. I am convinced, however, that just as in the past, the entire East Carolina community will seize the opportunity that is now before us.

Together, we will shape the future of our university.

Dr. Steve Ballard, Chancellor

EAST CAROLINA UNIVERSITY'S SECOND CENTURY CAMPAIGN:

For all that a university hopes to accomplish, there can be no greater goal than to provide students with the opportunity to receive an excellent education. East Carolina University has a long-standing tradition of making just such an education accessible to our citizens. As we move into our second century, East Carolina University is committing itself to deliver on that promise for future generations. East Carolina University's Access Scholarship program will provide greater opportunity for students who demonstrate the academic potential but do not have the financial means to attend the university. For North Carolina's best and brightest students, East Carolina University will provide exceptional, life-changing educational experiences by strengthening our flagship merit

scholarship program, EC Scholars. Even as we remain committed to serving North Carolina, East Carolina University will expand its reach globally by affording our students the opportunity to study abroad and by establishing scholarships and distinguished professorships to attract outstanding students and experts to our campus from around the world. One of the campaigns strategic directives is providing economic prosperity in the east and we believe having a strong program in construction and engineering can help us deliver on this important need.

The optimistic spirit and determined drive to succeed are characteristics that the university and the region share. While East Carolina's reach and influence now extend well beyond our immediate region, our commitment to eastern North Carolina has never been stronger. As we enter our second century, the university will build upon our past and work to bring sustainable economic prosperity to the East. This is a major commitment that will require wide-ranging cooperation and support from the entire East Carolina community. The Five Strategic Goals of the Second Century Campaign are:

1. **Education for a New Century-** ECU will prepare our students to compete and succeed in a global economy.
2. **The Leadership University-** ECU will distinguish itself by the ability to train leaders for our nation and state.
3. **Economic Prosperity in the East-** ECU will create a strong, sustainable future for the East through education, innovation, investment, and outreach.
4. **Health Care and Medical Innovation-** ECU will save lives, cure diseases, and positively transform the quality of health care for the region and state.
5. **The Arts, Culture, and Quality of Life-** ECU will provide world-class entertainment and powerful inspiration as we work together to sustain and improve the community's quality of life.

REQUEST FOR SUPPORT:

During this important time in the history of East Carolina University, we are asking industry partners, alumni, donors and friends to consider making their proudest gift. As a business leader in the eastern North Carolina community, we are already beginning to see the difference Keihin is making for our college. On behalf of the college of Technology and Computer Science at East Carolina, we would like to present you with an opportunity to partner with us on two areas we feel would be an important investment for Keihin and needed resources for our college to grow.

1. **Keihin Carolina System Technology Scholarship-** These will be college based scholarships that incoming freshman, transfer students, or current student enrolled in the college may apply for. The monies to support these scholarships will be expendable annually so that we can have immediate student impact through consideration of these scholarships. With a young college, growing our scholarship resources are essential to recruiting and maintaining talented students that will eventually become ideal prospects for companies such as Keihin.
2. **Keihin Carolina System Technology Controls and Instrumentation Lab-** The College of Technology and Computer Science is located on the first two floors of the Science and Technology building. Dedicated in October of 2003, \$66 million dollars was utilized for the construction of this building complex through Higher Education Construction Bonds. This 270,000 square foot facility offers a wide range of naming opportunities for industry partners. Having the opportunity to endow a lab allows the college to offset the maintenance costs and further invest in these labs while offering industry partners the opportunity to be visible in our college while further investing in education. Endowing this lab will give Keihin the naming rights and a plaque will be permanently affixed at the entrance.

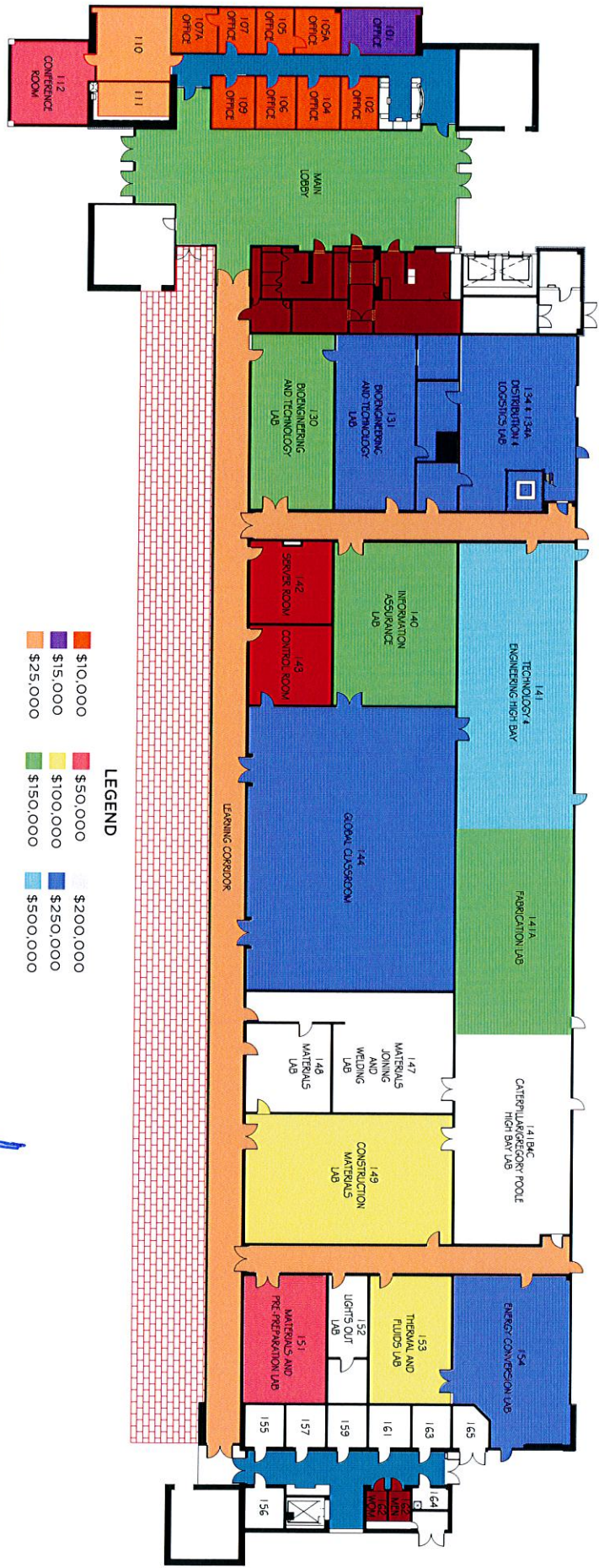
APPEAL FOR FINANCIAL SUPPORT:

This proposal for financial support for our students could not be more meaningful or needed more during this transformational period in East Carolina University's history. As a leader in the community and steward of our university, below is a multi-year option for your consideration. Your anticipated consideration is greatly appreciated.

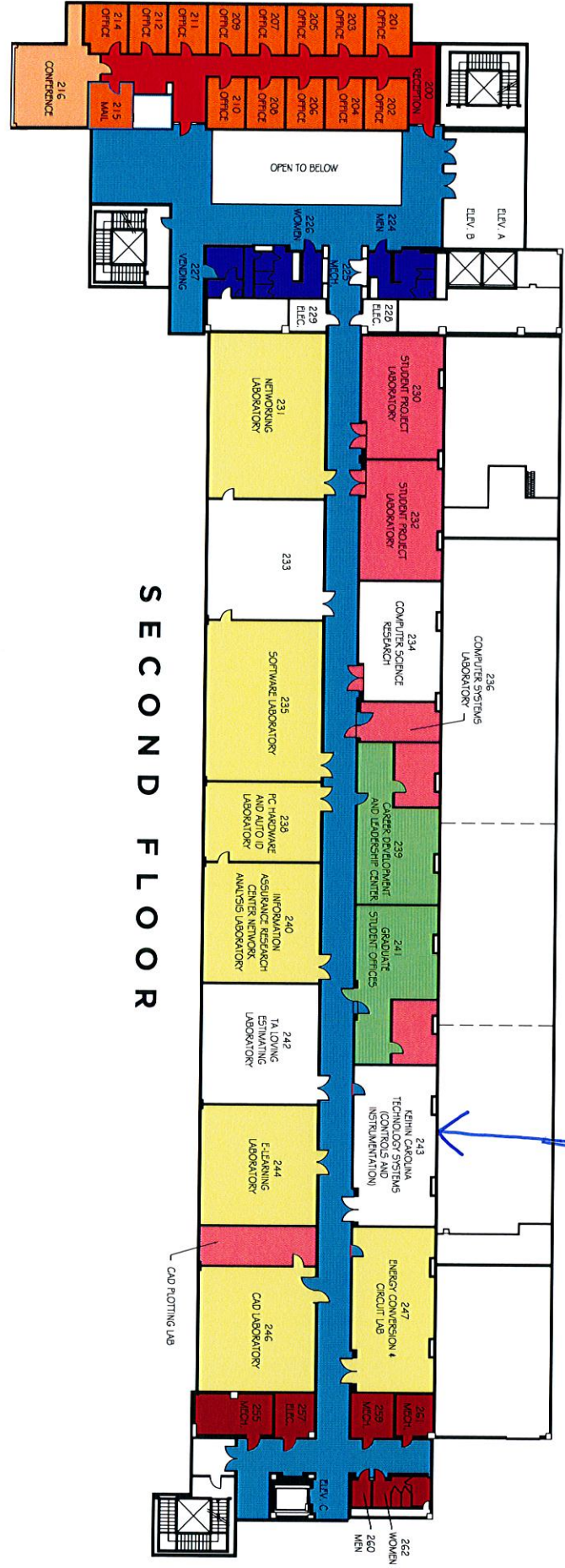
Project Name	2011-2012	2012-2013	2013-2014	Total
Keihin Carolina System Technology Scholarships	\$5,000	\$5,000	\$10,000	\$20,000
Keihin Carolina System Technology Controls and Instrumentation Lab	\$35,000	\$35,000	\$30,000	\$100,000
Totals:	\$40,000	\$40,000	\$40,000	3 year Gift Total \$120,000

On behalf East Carolina University and the college of Technology and Computer Science, thank you for your consideration and interest in allowing us to put this opportunity in front of Keihin Carolina System Technology Inc.

FIRST FLOOR



SECOND FLOOR



PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Mark T. Wharton

Name of Originator

Pirate Club
Department/Division

737-4545
Phone

whartonm@ecu.edu
Email

Proposed Name(s) to Honor: Don Whitaker

P. O. Box 687
Address:

Virginia Beach
City

VA
State

23451
Zip

Telephone: 757-425-2101
Home

757-428-7799
Business

Relationship to the University: _____

Proposed Object for Naming: Co-Naming of Men's Basketball Practice Court

Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

See Attached _____

If related to a gift:

Purpose of Gift: Annual Capital Endowment

Date of Original Commitment: 8/31/2010

Amount of the Total Commitment: \$125,000

Amount Paid: \$77,488

Current Pledge Balance: \$47,512.49

Status of Payments: current

Was the gift part of a campaign: Yes No Define: _____

Was the project pre-approved: Yes No

Directed to: ECU Foundation Educational Foundation
 Medical Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Mark T. Wharton

Signature of Originator

8/30/12

Date



STATEMENT OF INTENT

STEP UP TO THE HIGHEST LEVEL Campaign

East Carolina University

Name Don Whitaker

Street Address Po Box 687

City Virginia Beach State VA Zip 23451

Phone 757 428 7799 Fax 757 428 9269

E-mail Whitadist3@aol.com

Naming Opportunity(ies) Basketball / Volleyball Court

To assist in attaining the goals set forth by the Department of Athletics under the STEP UP TO THE HIGHEST LEVEL Campaign for East Carolina University, I/we will commit a gift to the East Carolina Educational Foundation, Inc., in the sum of \$ 125K to be paid in either cash, securities or other property of equivalent market value.

I/we desire to have this financial support distributed in the following manner:

\$ 25K in 20 10 (Year)

\$ - in 20 11 (Year)

\$ - in 20 12 (Year)

\$ - in 20 13 (Year)

\$ - in 20 14 (Year)

Annually () Semi-Annually () Quarterly

In making this Statement of Intent, it is understood that this document constitutes a declaration of intent only, and shall not legally bind me/us or my/our estate.

Signature 

Signature _____

Date 8/31/10

PROPOSAL TO EAST CAROLINA UNIVERSITY BOARD OF TRUSTEES
COMMITTEE ON NAMING UNIVERSITY FACILITIES AND ACTIVITIES

Mark T. Wharton

Name of Originator

Pirate Club

737-4545

whartonm@ecu.edu

Department/Division

Phone

Email

Proposed Name(s) to Honor: Mike and Janet Rogers

305 Champions Point Way Cary

NC

27513

Address: City

State

Zip

Telephone: 919-467-0627

919-801-6701

Home

Business

Relationship to the University: Alum

Proposed Object for Naming: Co-Naming of Men's Basketball Practice Court

Purpose for recommendation: Service Gift
Explanation (Attach background materials as appropriate to justify the recommendation)

X See Attached

If related to a gift:

Purpose of Gift: Annual Capital Endowment

Date of Original Commitment: 10/04/2010

Amount of the Total Commitment: \$125,000

Amount Paid: \$100,000

Current Pledge Balance: \$\$25,000

Status of Payments: current

Was the gift part of a campaign: Yes No Define: _____

Was the project pre-approved: Yes No

Directed to: ECU Foundation Educational Foundation
 Medical Foundation Other

If the Gift was more than \$25,000:

1. Attach a copy of the signed Letter of Intent.
2. Define in detail any special arrangements or expectations the donor may have resulting from this Gift.
3. If the Gift is other than cash or cash equivalent, explain the method of valuation, and the plan for liquidation.

Mark T. Wharton
Signature of Originator

8/30/12
Date



PCH

STATEMENT OF INTENT
STEP UP TO THE HIGHEST LEVEL Campaign
East Carolina University Athletics

Name W. Michael and Janet Rogers

Street Address 305 Champions Point Way

City Cary State NC Zip 27513

Phone (919) 467-8627 Fax ()

E-mail wmr57@bellsouth.net

Naming Opportunity(ies) Together with Don Whitaker the Men's Practice Court in the Proposed Basketball Practice Facility

To assist in attaining the goals set forth by the Department of Athletics under the STEP UP TO THE HIGHEST LEVEL Campaign for East Carolina University, I/we will commit a gift to the East Carolina Educational Foundation, Inc., in the sum of \$ 125,000 to be paid in either cash, securities or other property of equivalent market value.

I/we desire to have this financial support distributed in the following manner:

\$ 100,000 pd. in 2010 (Year)

\$ 25,000 in 2011 (Year)

\$ in 20 (Year)

\$ in 20 (Year)

\$ in 20 (Year)

() Annually () Semi-Annually () Quarterly

In making this Statement of Intent, it is understood that this document constitutes a declaration of intent only, and shall not legally bind me/us or my/our estate.

Signature W. Michael Rogers

Date 10-4-10

Signature Janet D. Rogers

Date 10-09-10

Signature

Date

(m)

**Report of ECU Board of Trustees Audit Committee
July 19, 2012**

Action Items

- Approval of April 19, 2012 minutes
- Approval of FY 2012-2013 Internal Audit Engagement Plan, as amended
- Review and approval of Audit Committee certification letters required by UNC-GA

ITCS Security Report – Mr. Don Sweet and Ms. Margaret Umphrey

- Protection of sensitive data is a significant risk to the institution; can lead to substantial fines for regulatory non-compliance, as well as reputational damage and loss of constituents' trust.
- Data security has a significant impact on the University's goals and priorities. We are operating in a complex environment in which mobile devices, cloud computing, teleworking, and other factors present challenges. Humans are most often the biggest risk to the security of our sensitive data.
- The UNC System approved the development of a system-wide security framework based on ISO-27002. ITCS has performed a gap analysis and estimates that the University is approximately 80% compliant with the UNC System standard.
- Ms. Umphrey presented the Gartner maturity model for information security, and reported that ECU is currently between level 2 and level 3 (on a 1-5 scale), indicating that the University continues to develop and define our security practices and governance.
- ITCS has a plan to address the high-risk areas in order to move the University to an "optimized" security posture over the next two years. Will require additional suite of tools (approx \$1.5M) and a revised staffing plan.
- The Audit Committee affirmed its support of the plan as presented, as well as the Committee's role in overseeing data security and data-related risks.

ERM Report – Mr. Tim Wiseman

- Mr. Wiseman presented the methodology used in identifying the University's highest enterprise-level risks. The result of this was a "Top 10" risk areas listing.
 - The committee noted that the highest risks that are within the control of the University – data security and the current/evolving regulatory environment – were identified by the committee as top concerns several months ago.
 - Next steps are a review of the top risks by "risk owners", and a review/discussion by the Chancellor's Executive Council.
 - The process will go through the next iteration for the new FY, beginning this fall
- Mr. Wiseman distributed an information paper outlining the ERM office significant accomplishments over the most recent quarter, and the projected activities for next quarter

Internal Audit Report – Ms. Stacie Tronto

- Ms. Tronto briefly discussed the methodology for establishing the FY 2012-13 engagement plan. This took into account the "top 10" risks that were identified by the ERM process, as well as the ITCS Risk Assessment. FY 2012-13 annual engagement plan was presented, along with two proposed additional engagements that were identified after reviewing the "Freeh Report" of the issues at Penn State. The engagement plan was approved as amended (with the addition of the two engagements).
- Ms. Tronto also presented a list of four other (six total) items to be reviewed and/or implemented by management as a result of the Penn State issues. The Audit Committee requested periodic updates on these six items. The committee voiced its specific agreement with the need for an over-arching Ethics Policy for the entire University. Ms. Tronto discussed some engagements that are planned or in progress to review aspects of Athletics operations.
- The committee reviewed and approved the audit certifications that must be submitted to UNC-GA annually.

**Report of ECU Board of Trustees Audit Committee
July 19, 2012**

- Ms. Tronto presented the completed Audit Plan Summary template which must be submitted to UNC-GA. This was previously reviewed by the Chancellor's Executive Council, and will be presented to UNC BOG at its next meeting.
- Ms. Tronto advised that she has been contacted regarding the UNC system's consideration of "shared services" for internal audit. Ms. Tronto expressed concerns regarding some of the possible options,. The committee shares these concerns and will address this with the UNC BOG Audit Committee if necessary.
- The Internal Audit final "dashboard" for FY 2011-12 was presented.
 - 88% of audit plan completed (target = 80%)
 - 76% direct audit hours (target = 70%)
 - 92% of management corrective actions were completed (target = 90%)
 - 1 auditor recently completed the certification in Healthcare Compliance

BSOM Compliance Report – Ms. Micki Jernigan

- Ms. Jernigan presented the FY 2011-12 Compliance Work Plan and HIPAA Privacy Work Plan. 80% of the high-risk projects are either complete or in progress.
- The FY 2012-13 work plan is almost complete, but cannot be finalized until the federal DHHS OIG issues its workplan. This should occur in October, in conjunction with the federal FY. The workplan will be reviewed in September, and the committee will approve it in November.
- Ms. Jernigan updated the committee on provider billing compliance reviews.
 - 18 new providers did not pass their initial review
 - 4 of the 18 have completed the second review (3 of these 4 passed; the 4th will receive additional training, as will her coder)
 - 5 of the 18 no longer are employed at the University
 - The remaining second reviews are either in progress or are pending adequate population of charges for review

Research Compliance Report – Mr. John Chinn

- Mr. Chinn presented information on the revised federal conflict of interest (COI) regulations, which take effect on 8/24/12.
- The University's plan to address the new requirements includes:
 - Interim PRR has been developed
 - A revised online COI disclosure system is being developed but will not be online until after the 8/24/12 effective date
 - A COI training module is being developed
 - A public disclosure process, which will flow through the Office of Research Compliance Administration, is being considered
- Dr. Ron Mitchelson (Interim Vice Chancellor, Research and Grad Studies) announced that a job description has been written for a new Associate Director position in the Office of Research Compliance Administration. Approval has been received to advertise this vacancy.

**ECU Board of Trustees
Finance and Facilities Committee
September 21, 2012
Highlights**

The Finance and Facilities Committee met on September 20, 2012.

Lease agreements

The Committee reviewed a request to implement increased real property by Lease Flexibility Policy. Mr. Buck was available for questions. The Committee approved a motion to recommend that the full Board approve the request.

The Committee reviewed a request to lease a \pm 3,500 SF Office Space for the Office of Personnel and Resource Administration to relieve overcrowding and growth needs. Mr. Buck was available for questions. The Committee approved a motion to recommend that the full Board approve the request.

Sell of Property

The Committee reviewed a request to sell two family medicine clinical properties to the town of Bethel, NC. The physical locations are 113 West Railroad Street and 7439 Main Street, both in Bethel, NC. Mr. Buck was available for questions. The Committee approved a motion to recommend that the full Board approve the request.

Designer Selection

The committee reviewed a designer selection for Clement Residence Hall Renovations. The pre-selection committee recommends in this order, Davis Kane Architects P.A., RND Architects P.A., Perkins + Will, and Lord Aeck Sargent. Mr. Bagnell was available for questions. The Committee approved a motion to recommend that the full Board approve the request.

Information

Dr. Niswander mentioned the short term lease of two family medicine clinical buildings to the town of Bethel beginning October 1, 2012 not to exceed six months until the approval and closing process is complete. Mr. Buck was available for questions.

Dr. Niswander mentioned the Designer Selection recommendation for Fleming Residence Hall. Mr. Bagnell was available for questions.

Dr. Niswander discussed the Capital Projects update and the priorities for Board of Governors. Mr. Bagnell was available for questions

Dr. Niswander provided an update on the Tuition and Fees process, peer analysis data, and current 2013-14 comparison. He was available for questions.

EAST CAROLINA UNIVERSITY

DRAFT

Transition to Increased Real Property Acquisition By Lease Flexibility



Approved by:

ECU Board of Trustees

(Month) (day), 2012

UNC Board of Governors

(Month) (day), 2012

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I. POLICY OVERVIEW

I. POLICY OVERVIEW

A. INTRODUCTION

In its November 2006 report to the Board of Governors, the President's Advisory Committee on Efficiency and Effectiveness (PACE) recognized that "the need to lease space is growing, especially as more campuses do greater and more complex research" and that "extending leasing authority as currently granted under GS 116-37 to all campuses would render the process timelier and more efficient" suggesting that this legislative relief could reduce process times from approximately nine to four months. The PACE working group explained that delays in the current leasing process not only cost administrative time and effort; opportunity costs also exist. If research grant funding is predicated on obtaining necessary office space and the campus cannot lease the space in time, it may very well lose the grant.

These opinions echoed the findings of the Huron Consulting Group in their 2004 report, "Enhancing the Ability of North Carolina's Public Research Universities to Contribute to State Economic Development." This report emphasized that efficient processes must support research programs, noting that, "speed and adaptability are essential to success in a competitive environment. As opportunities arise in the research marketplace, researchers and institutions must have the ability to react quickly, and to respond to those opportunities in a manner that will create competitive advantage."

On July 30th, 2007 and at the request of the Board of Governors, the General Assembly and Governor produced the needed legislative authority in Section 9 of Session Law 2007-322 titled: AN ACT TO IMPLEMENT EFFICIENCIES WITHIN THE UNIVERSITY SYSTEM AND STATE GOVERNMENT AS RECOMMENDED BY THE PRESIDENT'S ADVISORY COMMITTEE ON EFFICIENCY AND EFFECTIVENESS (PACE) or as it is often called, the "PACE bill" which states:

***SECTION 9.** Article 1 of Chapter 116 of the General Statutes is amended by adding a new section to read:*

"§ 116-31.12. Acquisition of real property by lease.

Notwithstanding G.S. 143-341(4), the Board of Governors may authorize the constituent institutions and the General Administration to acquire real property by lease if the lease is for a term of not more than 10 years. The Board of Governors shall establish a policy for acquiring an interest in real property for the use of The University of North Carolina and its constituent institutions by lease. This policy may delegate authorization of the acquisition of real property by lease to the boards of trustees of the constituent institutions or to the President of The University of North Carolina. The Board of Governors shall submit all initial policies adopted pursuant to this section to the State Property Office for review prior to adoption by the Board. Any subsequent changes to these policies adopted by the Board of Governors shall be submitted to the State Property Office for review. Any comments by the State Property Office shall be submitted to the President of The University of North Carolina. After the acquisition of an interest in real property by lease, The University of North Carolina shall promptly file a report concerning the acquisition to the Secretary of Administration. Acquisitions of an interest in real property by lease pursuant to this section shall not be subject to the provisions of Article 36 of Chapter 143 of the General Statutes or to the provisions of Article 6 of Chapter 146 of the General Statutes."

North Carolina General Statute Section 116-31.12 gives the Board of Governors of the University of North Carolina the authority to authorize the constituent institutions and the General Administration of the University of North Carolina to acquire real property by lease if the lease is for a term of not more than 10 years. Further, the statute directs the Board of Governors to establish a policy by which this leasing authorization may be further delegated to the boards of trustees of the constituent institutions or to the President of the University of North Carolina.

This policy delegates leasing responsibility consistent with G.S. 116-31.12 to a 'designated' constituent institution based on capability that has been affirmed by the constituent institution, confirmed and recommended by UNC-General Administration, and approved by the Board of Governors. Unless designated, a constituent institution would continue to use the North Carolina Department of Administration's State Property Office for its real property transactions.

Minimum criteria for delegation are:

1. The constituent institution has performed a written, comprehensive self-assessment that demonstrates it has the administrative, technical, and support resources necessary to properly carry out the delegated authority.
2. The Chancellor has certified that the constituent institution has the administrative, technical, and support resources necessary to properly carry out the delegated authority.
3. The constituent institution has a properly constituted and governing University Property Review Committee.
4. The constituent institution has on staff an individual with substantial experience in managing commercial real estate transactions and the Chancellor has designated that individual as the University Property Officer.
5. The constituent institution has appropriate technical staff with demonstrated capability in the development, evaluation and execution of commercial leasing transactions.
6. The constituent institution has on staff an attorney with commercial real estate experience.
7. The Board of Trustees of the constituent institution has adopted the Board of Governors' delegation policy and requested authority be delegated.
8. An assessment team, assembled and led by UNC General Administration, has reviewed the constituent institution's self-assessment, has performed an on-site capabilities appraisal that confirms the institution's self-assessment, and has recommended delegation to the President.

This document also defines procedures to be used by the designated constituent institution for the acquisition of real property by lease consistent with G.S. 116-31.12.

Foremost, the procedures guiding the acquisition of real property by lease shall comply with all applicable local, state, and federal laws and regulations. Further, the procedures will function in a

manner consistent with the State's and the University's values of fairness, transparency, and ethical business practices.

Transactions for the acquisition of real property by lease will be classified as either 'routine' or 'strategic' and a transaction's classification will dictate a procedure to follow. A routine lease will follow a procedure that provides maximum opportunity for owners with qualifying space to submit a proposal for consideration. A strategic lease will follow a procedure that enables the constituent institution to take advantage of mission related opportunities of strategic importance such as, but not limited to, the creation or expansion of programs, alliances, affiliations, acquisitions, joint ventures or when advertisement for space needs would prematurely disclose competitive information about the strategic opportunity. Only used with the prior approval of the University Property Review Committee, the Vice Chancellor for Administration and Finance, Chancellor, the University Board of Trustees, and, finally, UNC General Administration, the strategic classification allows the constituent institution to negotiate directly with owners for site-specific locations.

B. POLICY RECOMMENDATIONS

1. Upon recommendation of the President, a constituent institution may be delegated authority consistent with G.S. 116-31.12 to acquire real property by lease if the lease term is for a term of not more than 10 years. All other real property acquisitions or dispositions transactions shall be completed using the State of North Carolina Department of Administration State Property Office.
2. UNC General Administration will establish the process by which a constituent institution may request delegated authority consistent with G.S. 116-31.12.
3. UNC General Administration will make available to designated constituent institutions model lease documents that are consistent with G.S. 116-31.12 and that have been approved as to form by the Attorney General's office.
4. The designated constituent institution will utilize its University Property Office to administer its delegated acquisitions by lease transactions. The Chancellor shall designate the University Property Officer.
5. The designated constituent institution will utilize its University Property Review Committee to approve its delegated acquisitions by lease transactions.
6. The designated constituent institution will lease space classified as 'routine' utilizing a formal, advertised, and sealed proposal process when the transaction exceeds the informal transaction limit.

7. With the prior approval by UNC General Administration, a designated constituent institution can classify a lease as 'strategic' when necessary and appropriate to take full advantage of an opportunity of strategic importance. The strategic classification allows the constituent institution to negotiate directly with owners for site-specific locations.
8. Price will be an important consideration in all transactions.
9. All lease agreements shall be in the name of the State of North Carolina on behalf of the constituent institution.
10. The availability of funds clause is required in all leases. This clause will not to be exercised without the written permission of the Director of the State Property Office.
11. A lease produced under this delegated authority will be reported by the University Property Officer to the Secretary of Administration and UNC General Administration within ten (10) working days of the lease being fully executed.
12. This policy does not allow the Board of Trustees to encumber real property.
13. The President of the University of North Carolina shall take immediate action regarding reported weaknesses of a designated constituent institution's internal control structure, deficiencies in records, and noncompliance with rules and regulations. In any instance where significant findings are identified, the President shall notify the Chancellor of the constituent institution that the institution must make satisfactory progress in resolving the findings, as determined by the President, within a 30-day period commencing with the date of the President's notification letter. If satisfactory progress is not made within the 30-day period, the President may suspend the constituent institution's delegated authority and report the action to the Board of Governors at its next meeting. The Board of Governors may choose to revoke the constituent institution's delegated authority or allow the suspension of its delegated authority to continue until such time as the issues are resolved to the satisfaction of the President.

C. REFERENCE

UNC Regulations for Acquisition to Real Property Lease, UNC Policy Manual# 600.1.3.1[R]
Adopted by President Ross May 26, 2011 as permitted in North Carolina General Statute Section 116-31.12.

II. UNIVERSITY PROPERTY OFFICE

II. UNIVERSITY PROPERTY OFFICE

A. POLICY

ECU will utilize its University Property Office to administer its delegated acquisitions by lease transactions. The Chancellor shall designate the University Property Officer.

B. PROCEDURE

1. Under the supervision of the University Property Officer, the University Property Office will have, but not be limited to, the following responsibilities:
 - a. Acquisition by lease of routine space.
 - b. Acquisition by lease of strategic space.
 - c. Establishment and enforcement of procedures that ensure transactions will be executed in accordance with the North Carolina General Statute 116-31.12 and with any associated procedures established by UNC General Administration.
 - d. Establishment and enforcement of procedures that ensure transactions will be executed in accordance with space standards established by the institution and with any associated space standards established by UNC General Administration.
 - e. Lease negotiation.
 - f. Internal review of acquisition by lease practices to ensure compliance with established procedures and to incorporate best practices.
 - g. Coordination of a safety inspection by the campus department of campus safety or the Department of Insurance to ensure that the proposed lease will provide space that is in compliance with applicable local, state and federal codes.
 - h. Ensuring that property acquired under the constituent institution's delegated authority is properly insured.
2. The University Property Office will develop a comprehensive set of specifications to be used for the acquisition of real property by lease.
3. The University Property Officer will be advised by the ECU Property Review Committee and work under the direction of the Chancellor or designee.

4. ECU may retain, on an as-needed basis, the services of a real estate attorney(s), appraisal firm(s), and/or environmental review firm(s) to assist with the acquisition by lease.
5. The University Attorney shall prepare or oversee the preparation of all agreements, leases or contracts related to the acquisition by lease in accordance with Board of Governors and University policies and procedures.

III. ECU PROPERTY REVIEW COMMITTEE

III. ECU PROPERTY REVIEW COMMITTEE

A. POLICY

ECU will utilize its Property Review Committee to approve its delegated acquisitions by lease transactions.

B. PROCEDURE

1. The functional composition of the ECU Property Review Committee will be approved by the UNC General Administration assessment team and staff appointed by the Chancellor. It is recommended that the ECU Property Review Committee be comprised of at least seven members and include senior staff from the following functional areas:
 - a. Academic Affairs
 - b. Health Sciences
 - c. Research and Graduate Studies
 - d. Student Affairs
 - e. Administration and Finance
 - f. University Attorney
 - g. Chancellor's Office

Changes to the composition of the ECU Property Review Committee will be approved by UNC General Administration and appointed by the Chancellor.

2. Others may attend the ECU Property Review Committee meetings and serve as resources to the committee as deemed necessary by the committee chairperson.
3. The ECU Property Review Committee of the constituent institution will oversee the acquisition of real property by lease. Oversight will include but not be limited to setting priorities, establishing standards, and providing direction for acquisition by lease activities.
4. The ECU Property Review Committee will review justification for the lease of space, review ECU Property Office information on proposal results for routine space or negotiated results for strategic space, review ECU Property Office information on due diligence performed, and make recommendations to the Chancellor or Designee regarding a delegated acquisition by lease.

5. The ECU Property Review Committee will review the rationale presented by the University Property Officer to classify a lease as strategic. If supportive, the committee chairperson shall provide written rationale and request approval to classify the lease as strategic from the Vice President for Finance at UNC General Administration.
6. To ensure consistency and standardization, the ECU Property Review Committee will approve requests by the University Property Officer to seek modifications to UNC procedures governing the acquisition of real property by lease.
7. The ECU Property Review Committee will address any concerns of property owners with regard to the acquisition of routine and strategic space by lease.

IV. ACQUISITION OF SPACE BY LEASE

IV. ACQUISITION OF SPACE BY LEASE

A. POLICY

1. ECU will lease space classified as 'routine' utilizing a formal, advertised, and sealed proposal process when the transaction exceeds the informal transaction limit.
2. With the prior approval by UNC General Administration, ECU can classify a lease as 'strategic' when necessary and appropriate to take full advantage of an opportunity of strategic importance. The strategic classification allows ECU to negotiate directly with owners for site-specific locations.
3. Price will be an important consideration in all transactions.
4. All lease agreements shall be in the name of the State of North Carolina on behalf of the constituent institution.
5. The availability of funds clause is required in all leases. This clause will not to be exercised without the written permission of the Director of the State Property Office.
6. A lease produced under this delegated authority will be reported by the University Property Officer to the Secretary of Administration and UNC General Administration within ten (10) working days of the lease being fully executed.

B. GENERAL PROCEDURE AND APPROVAL OVERVIEW

ECU may acquire real property by lease contingent upon full compliance with applicable procedures and required approvals described herein as well as other relevant processes documented and maintained by the University Property Office. Transactions will be classified into two categories: routine and strategic. The transaction's classification will determine the procedure that must be followed.

1. *Routine Space* – ECU will acquire space by lease for routine administrative, office, and/or storage space utilizing a formal, advertised, sealed proposal process if the annual cost of the lease is greater than \$50,000. An informal proposal process may be used if the annual cost of the lease is \$50,000 or less. Lease may not exceed ten (10) years.
2. *Strategic Space* – ECU will acquire space by lease for strategic, site-specific space necessary and appropriate to take full advantage of opportunities of strategic importance, such as the creation of programs, alliances, affiliations, acquisitions, and joint

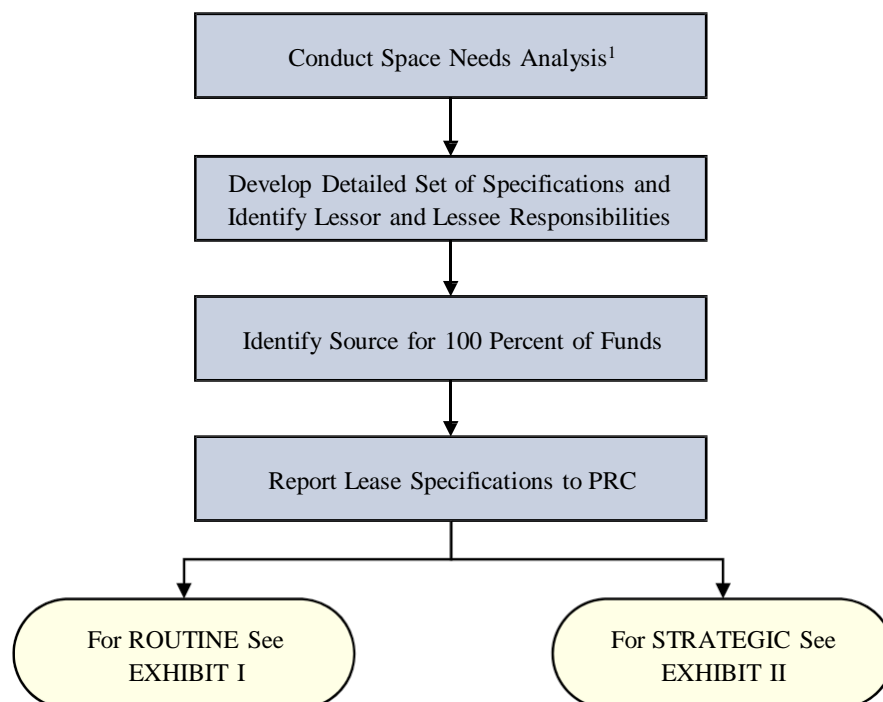
ventures, utilizing a process developed by UNC General Administration, adopted by ECU and with the prior approval of the ECU Property Review Committee and UNC General Administration.

3. All acquisition by lease transactions must be reviewed and approved by the ECU Property Review Committee.
4. All acquisition by lease transactions must be reviewed and approved by the Vice Chancellor for Administration and Finance and by the Chancellor or Designee.
5. All lease documents must be prepared and approved as to form under the supervision of the ECU attorney.

C. PROCEDURE FOR PREPARATION OF LEASE SPECIFICATIONS

As illustrated in the figure below and specified in the subsequent text, a specific set of procedures must be followed once the University Property Office has tentatively identified that the acquisition of space is needed for purposes of the constituent institution, and the ECU Property Review Committee is notified of such need.

Identification of Space Need and Preparation of Lease Specifications



¹ University Property Officer

1. The University Property Officer shall have a space analysis performed utilizing UNC General Administration established space requirements.
 - a. An updated organizational chart for those housed in the facility shall support the request for routine space.
 - b. An updated organizational chart for those housed in the facility shall support the request for strategic space.
2. A detailed set of specifications shall be developed under the guidance of the University Property Office to address all facility requirements. Lessor and lessee responsibilities shall be identified in detail within these specifications.
3. A source of funds must be identified and secured for 100 percent of the required funding for the term of the proposed lease. Funds must be used in strict compliance with state statute.
4. The lease specifications shall be reported to the ECU Property Review Committee prior to obtaining formal proposals or informal proposals.
5. Required clearances for the acquisition of real property by lease transactions using lease flexibility is illustrated in chart below:

Required Clearances for the Acquisition of Real Property by Lease Transactions using Delegated Authority									
Annual Rent	Term	University Property Review Committee	Vice Chancellor Administration & Finance	Chancellor or designee	Board of Trustees	UNC President or designee	Board of Governors	Dept. of Admin.	Council of State
≤\$150,000	≤ 10 years	X	X	X				NA	NA
\$150,000 - \$350,000	≤ 10 years	X	X	X	X			NA	NA
\$350,000 - \$500,000	≤ 10 years	X	X	X	X	X		NA	NA
>\$500,000	≤ 10 years	X	X	X	X		X	NA	NA

D. PROCEDURE FOR ACQUISITION OF ROUTINE SPACE BY LEASE

As graphically depicted in EXHIBIT I, the following is the procedure for acquisition of routine space by lease not to exceed 10 years:

1. For leases that have an annual cost of no more than \$50,000 per year, informal, written proposals may be obtained using a UNC General Administration approved process that details the terms and conditions of the proposed lease.
 - a. Once the best-value proposal is selected, approved by the Property Review Committee and approved by the Chancellor or Designee, a lease will be prepared by

the campus attorney for execution. The lease will incorporate all terms and conditions of the proposal document into the lease.

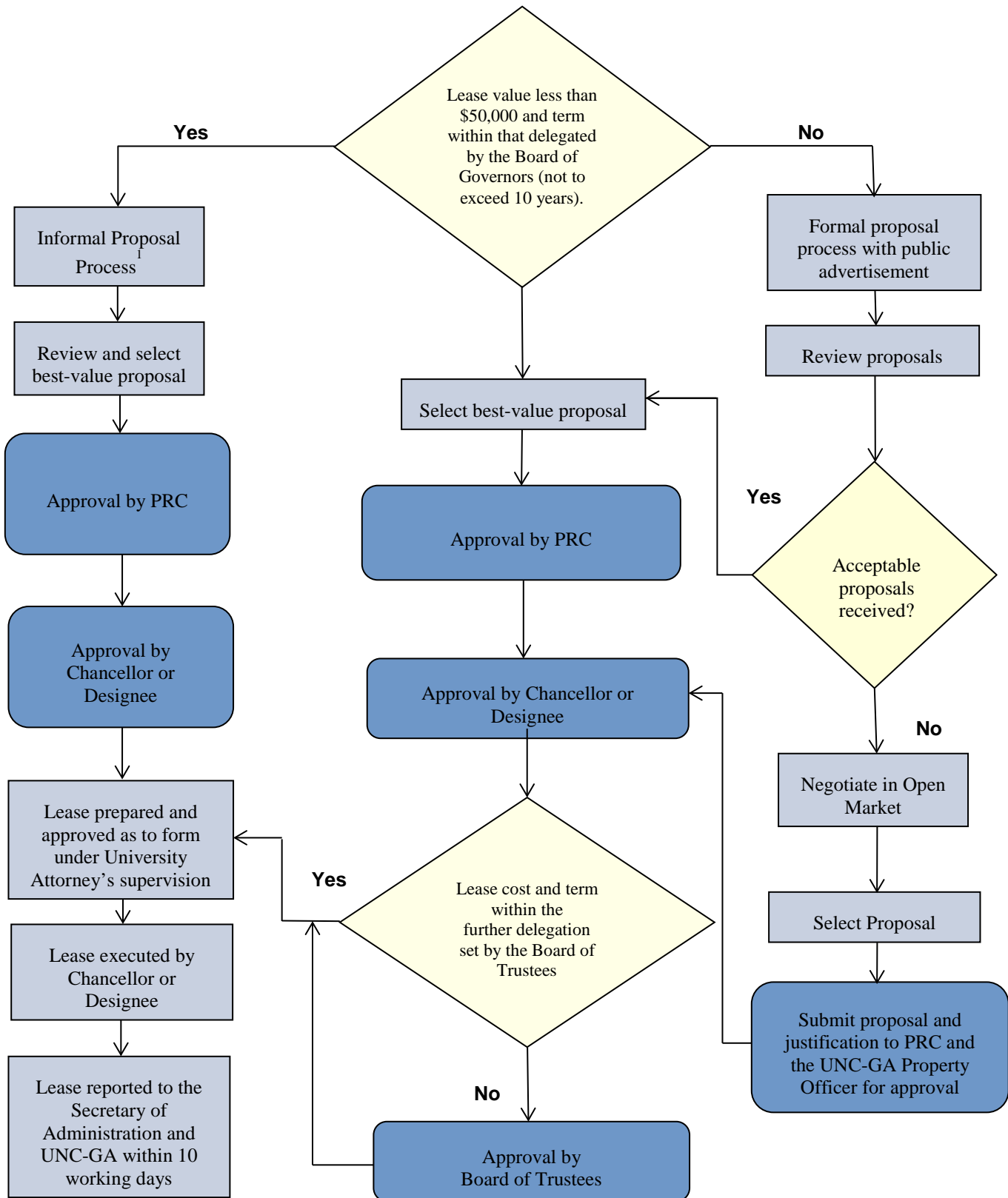
- b. The Chancellor or Designee will execute the lease, and the original fully executed lease will be retained by the University Property Office.
 - c. The transaction will be reported to UNC General Administration and the Secretary of Administration within ten (10) working days of the lease being fully executed.
2. For leases that have an annual cost of more than \$50,000 per year, formal, advertised, written proposals shall be obtained.
- a. The University Property Office shall place a public advertisement in the legal notice section of a newspaper of general circulation in the county where the lease shall be located and in other public electronic media available to the University.
 - b. The advertisement shall run for at least five (5) consecutive days and shall provide that proposals will be received in the University Property Office at a specified time and on a date that is no less than five (5) days beyond the last day the lease is publically advertised.
 - c. In the event that no proposals or no acceptable proposals are received, the University Property Office may negotiate in the open market for the needed lease. Once negotiated, the best value proposal and detailed justification is submitted to the ECU Property Review Committee and the UNC General Administration Property Officer for approval.
 - d. The University Property Office seeks the approval of the Chancellor or Designee.
 - e. If the lease cost and term are not within the further delegation set by the ECU Board of Trustees, the University Property Office seeks approval of the proposed lease by the Board of Trustees via a request by the Vice Chancellor for Administration and Finance.
 - f. Once all approvals have been received, a lease that incorporates all the terms and conditions of the proposal documents is prepared by and approved as to form by the University Attorney.
 - g. The Chancellor or Designee will execute the lease and the fully executed lease will be retained by the University Property Office.
 - h. The transaction will be reported to UNC General Administration and the Secretary of Administration within ten (10) working days of the lease being fully executed.

E. PROCEDURE FOR ACQUISITION OF STRATEGIC SPACE BY LEASE

As graphically depicted in EXHIBIT II, the following is the procedure for acquisition of strategic space by lease by the constituent institution:

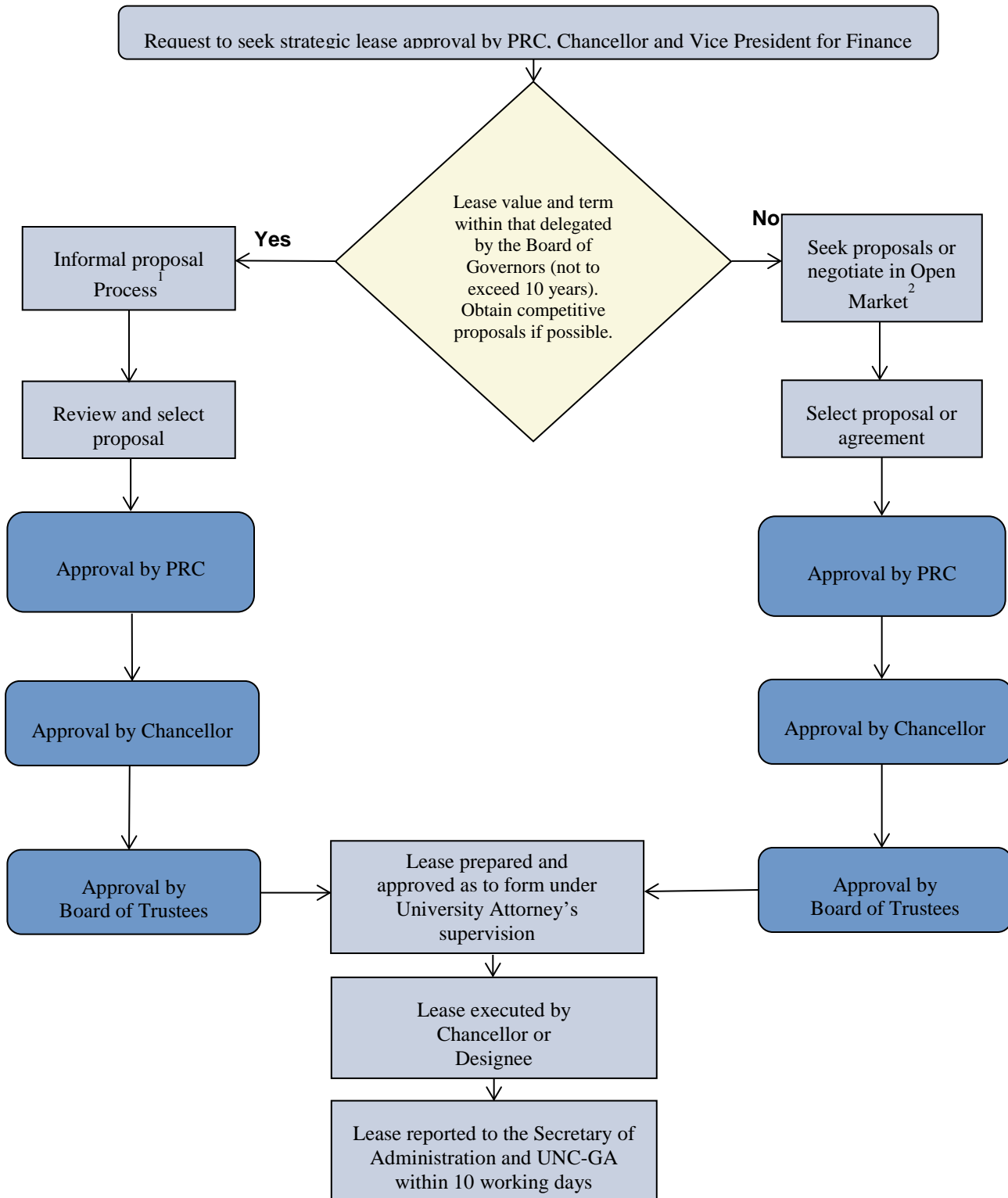
1. Provide detailed justification for seeking to acquire by lease strategic, site-specific space to and obtain approval from the ECU Property Review Committee, the Chancellor and the UNC Vice President for Finance.
2. Advertising for proposals is not required but every reasonable effort shall be made to promote competitive proposals.
3. In the event that competitive proposals cannot be obtained due to the strategic nature of the acquisition, the University Property Office shall negotiate in the open market in accordance with the facility specifications and those specifications shall become part of a lease agreement.
4. The best-value proposal or lease agreement will be approved by the ECU Property Review Committee, the Chancellor and the Board of Trustees of the constituent institution.
5. Once all approvals have been received, a lease that incorporates all the terms and conditions of the lease agreement is prepared by and approved as to form by the University Attorney.
6. The Chancellor or Designee will execute the lease and the fully executed lease will be retained by the University Property Office.
7. The transaction will be reported to UNC General Administration and the Secretary of Administration within ten (10) working days of the lease being fully executed.

ACQUISITION OF ROUTINE SPACE BY LEASE



¹ Informal proposal process will be defined and documented by UNC General Administration Property Officer. Informal proposals are not required for property owned by government agencies or leased to other government agencies

ACQUISITION OF STRATEGIC SPACE BY LEASE



¹ Informal proposal process to be clarified and documented by UNC General Administration Property Officer. Informal proposals are not required for property owned by government agencies or leased to other government agencies.

² Every reasonable effort should be made to promote competitive proposals, but immediate action may be required given the strategic nature of acquisition.



Associate Vice Chancellor for
Administration and Finance - Business Services

East Carolina University
224 Ragsdale Building • Greenville, NC 27858-4353
252-328-6910 office • 252-328-1558 fax

Attachment H

MEMORANDUM

TO: Rick Niswander
FROM: Scott Buck *Scott*
DATE: August 20, 2012
SUBJECT: Request ECU Board of Trustees Approval to Lease ± 3,500 SF of Office Space for Office of Personnel and Resource Administration – Academic Affairs

Request ECU Board of Trustees approval to lease ± 3,500 SF of office space for the Office of Personnel and Resource Administration – Academic Affairs to relieve overcrowding and growth needs.

While subject to the competitive bid process to be conducted by the State Property Office, your advance approval is requested to expedite obtaining a lease agreement. It is anticipated the lease rate will be between \$15.00 to \$17.00/SF/YR or \$52,000 to \$60,000/YR contingent on bid results. ECU will pay for janitorial and utilities. Lease term shall be for three (3) years with four (4), one (1) year renewal options.

Source of funds shall be state funds.

Subsequent to ECU Board of Trustees approval, the lease is contingent on UNC-General Administration and the Council of State approvals.

cc: M. Sheerer
T. Feravich
J. Webb



Associate Vice Chancellor for
Administration and Finance - Business Services

East Carolina University
224 Ragsdale Building • Greenville, NC 27858-4353
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Attachment I

MEMORANDUM

TO: Rick Niswander
FROM: Scott Buck *Scott*
DATE: August 21, 2012
SUBJECT: Request ECU Board of Trustees Approval to Sell Two Family
Medicine Clinical Properties to the Town of Bethel

Request ECU Board of Trustees approval to sell two Family Medicine clinical buildings to the Town of Bethel for \$1.00. The physical locations are 113 West Railroad Street (vacant/non-operational) and 7439 Main Street (formerly 110 West Railroad Street), both located in Bethel, NC.

The properties are being sold due to ECU Physicians closing clinical operations in Bethel. The Town of Bethel has expressed interest in obtaining the properties and securing a physician to keep a clinic open in the town.

Subsequent to your approval, sale of the properties is contingent on approvals from the UNC-General Administration and the Council of State.

cc: P. Horns
P. Cunningham
N. Benson
B. Jowers
T. Feravich
T. Walton



**Facilities Engineering
and Architectural
Services**

Campus Operations
1001 East Fourth Street
East Carolina University
Greenville, NC 27858-4353

252-328-6858 office
252-328-4259 fax

MEMORANDUM

TO: Dr. Frederick Niswander, Vice Chancellor Administration & Finance *F. Niswander*

FROM: John G. Fields, Director *John G. Fields*

DATE: September 17, 2012

SUBJ: **Designer Selection
Clement Residence Hall Renovations
Code: 41136 Item: 311**

The designer pre-selection committee, after conducting interviews on September 14, 2012, recommends the following four firms in prioritized order:

Davis Kane, Architects P.A.	Raleigh NC
RND Architects, P.A.	Durham NC
Perkins + Will	Charlotte NC
Lord Aeck Sargent	Chapel Hill NC

The committee consisted of Mr. Edwin Clark, ECU Board of Trustees; Mr. Bill Bagnell, Associate Vice Chancellor Campus Operations; Mr. Aaron Lucier, Associate Director Campus Living; Mr. Mark Kimball, Assistant Director Housing Facilities; Mr. Robert Brown, Assistant Director FE&AS and Mr. Eugene Tashiro, Project Manager FE&AS.

To the best of our knowledge and belief, all steps in this selection were conducted in accordance with requirements of the State Building Commission as they apply to the institutions of the University of North Carolina.

This involves interior renovations for ADA compliance for toilets and laundries, asbestos abatement, and prototype remodeling for ground floor common spaces. Exterior renovations include prototype renovation and expansion of the building entry to conform to the ECU Masterplan and West End neighborhood. Prototyping will apply to future projects at Greene and White Residence Halls.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.

Enclosure: Designer Advertisement Memo

cc: Bill Bagnell

JGF/et

**Health Sciences Committee
September 20, 2012**

Dr. Horns shared from the Division:

School of Dental Medicine:

- Moved into Ross Hall last week. The Ross Hall Dedication and Opening Celebration will be on Friday, October 12, at 2:00 p.m. Board members will receive an invitation (this is during Homecoming weekend).
- 52 new students began this fall semester. The school's 104 students represent 50 NC counties.
- Ahoskie Community Service Learning Center is open and patients are being seen by dentists and residents.
- Elizabeth City Community Service Learning Center is scheduled to open December 2012.
- Continuing to hire faculty and staff to meet the growing needs of the school. Currently have 96 faculty, staff, and administrators.

Health Sciences Division programs continue to be very competitive. Over 60% of the graduate applications are in the areas of Health Sciences. Performance of graduates on licensure exams continues to be strong.

College of Nursing's request for authorization to establish the DNP program will go to the UNC Board of Governors in October.

Laupus Library is working with Joyner Library as a result of the PPC recommendations to streamline operations. Realignment of technical services between the two libraries has begun and they are working to map out a strategic planning process with the assistance of outside consultants.

BSOM Update:

- Dr. Kenneth Steinweg, Chair of Family Medicine, gave an overview of the history of the Family Medicine Department and its current services. Patient care includes four clinical sites with over 80,000 patient visits a year. The new Monk Geriatric Center is the largest provider of nursing home care in the county. The BSOM is ranked the #1 medical school in the nation for percentage of medical school graduates who enter Family Medicine programs.
- Dr. Baxley gave an update on the LCME accreditation. Met with the LCME Co-Secretariats in August and they were very pleased with their work and the BSOM is positioned to be in good shape. 80 new students began this fall and they represent 24 different undergraduate schools.
- Dr. Cunningham announced that Dr. Eleanor Harris has been appointed the new Department Chair of Radiation Oncology.
- Dr. Benson gave an update on the work of the Affiliation Agreement between the BSOM and Vidant Medical. A draft of the agreement will come to the HS Committee at either the November or February meeting and eventually to the full Board for approval. The current agreement expires in 2014.
- Mr. Jowers reported on ECU Physicians financial performance as of August 2012 FYTD. There has been a huge growth in charges and collections. Predicted a \$0.4 loss, but actual for FYTD was \$1.0M profit.

University Affairs Committee

- We immediately opened the meeting and went into closed session to address to student confidential matters. Closed session lasted about 30 minutes.
- **Student Affairs**
 - Dr. Hardy provided information about a June 15, 2012 amendment to the UNC GA policy on drugs, specifically Schedule 1 type drugs. We can now look at mitigating and/or extenuating circumstances as a part of the decision making process. That will require us to make some changes to the Student Code of Conduct. This may mean that all violations will not result in expulsion of a student. Dr. Hardy reminded the board that any student expelled from one UNC School can't enroll in another UNC school.
- **Proclamation: Celebrating 50 Years of Desegregation at ECU**
 - In 1962, Laura Marie Leery become the first black student at ECU (50 years ago). Dr. Andrew Best and Dr. Leo Jenkins helped drive this desegregation on campus as well as in the community. We are beginning a yearlong celebration from October through April 2013 to recognize the desegregation of ECU.
 - **Bob Lucas made a motion to approve the proclamation, as it will be presented to the board. Edwin Clark seconded the motion and the committee approved the motion.**
 - Laura Marie Leery will be present at this year's Homecoming football game.

Academic Affairs – Austin Bunch introduced Len Rhodes from IPAR

- **College Rankings**
 - Mr. Rhodes shared information from the most recent US News and World Report rankings. ECU faired pretty well in the rankings for online programs in categories such as undergraduate degrees with student services and technology, graduate nursing programs, and graduate business programs.
 - We also discussed the US News and World Report for national universities. ECU is tied with six other schools at 199 out of 205. Len said there has not been much movement at all from any. I noted this information is influential to many people who look at them, but these are not things that are going to deter us from doing what we do well and fulfilling our mission.
- **Enrollment – John Fletcher**
 - Dr. Fletcher shared enrollment numbers from Sept. 18th.
 - We discussed the recent decrease (albeit slight) in graduate enrollment and Dr. Gemperline stated that this is specific to a few degree programs and also the perception of available career paths. They are very focused on addressing this in the coming years.
 - Freshmen class – Apps are up – Overall class number is slightly up – 17% Out of state (18% is all we are allowed). Our SAT scores are slightly above state and national averages.
 - Retention is 78.4% - below our target, but we also increased our minimum standards in 2012

Research & Graduate Studies

- **Chancellor's Task Force on the Office of Sponsored Programs and the Office of Grants and Contracts 2011-12 Final Report**
 - Dr. Ron Mitchelson shared information from the report, which looked at structure, goals and ways to address concerns including:
 - Improving efficiency and effectiveness through specific leadership, organizational specialists evaluating each office, streamlining HR processes to get grants and contracts, addressing processes that deal with HIPAA and clinical trials. Seeking some new postions, most of which would be funded through F&A dollars.

THE BOARD OF TRUSTEES OF



Resolution

Recognizing the 50th anniversary of the desegregation of East Carolina University, a most prominent and important event in the history of the University and in the civil rights movement in North Carolina.

Whereas, the landmark 1954 Supreme Court decision in *Brown v. Board of Education of Topeka, KS* established that racial segregation in public schools violated the Constitution of the United States;

Whereas, in 1957 the General Assembly amended East Carolina College's charter to conform with the 1954 *Brown Decision* and redirect the institution from being only "for white men and women."

Whereas, in 1961, Chancellor Leo Jenkins encouraged ECC's Board of Trustees to adopt a policy of admitting any qualified applicant regardless of race.

Whereas, in August of 1962, a single student, Laura Marie Leary, from Vanceboro, NC, arrived at East Carolina College and became the first full-time black student enrolled in a regular session; and Chancellor Jenkins and Dr. Andrew A. Best, a local physician who became the first black to serve on East Carolina's Board of Trustees, facilitated Ms. Leary's full academic year enrollment as the lone black student.

Whereas, Ms. Leary displayed tremendous strength, determination, and courage in exercising her civil rights and by completing her course of study and graduating in 1966 with a bachelor of science degree in business administration;

Whereas, in the academic year 2012-2013, East Carolina University will host events that will celebrate the desegregation of the University; and

Whereas, East Carolina University continues to be regarded as one of the best public universities in the state and is building a legacy as the leadership university:

Resolved, That the Board of Trustees

- (1) recognizes Laura Leary Elliott, who through extraordinary bravery and courage, helped expand opportunity and equality in public education in North Carolina and throughout the UNC school system by becoming the first black student at East Carolina University;
- (2) commemorates the 50th anniversary of desegregation of East Carolina University, one of the most significant events in the university's history;
- (3) encourages all people of East Carolina University to reflect on the importance of this event; and
- (4) acknowledges that continued efforts and resources should be directed to afford all students of North Carolina, resident and non-residents, the opportunity to achieve equal education in the United States of America.

On this 20th day of September, 2012

Robert V. Lucas
Chairman of the Board of Trustees

Joel K. Butler
Secretary of the Board of Trustees