

**East Carolina University
Board of Trustees
September 10, 2021**

MINUTES

The ECU Board of Trustees met in open session as part of their regular scheduled meeting series on September 10, 2021. The meeting originated from room 249 in the Main Campus Student Center, on the campus of East Carolina University in Greenville, NC. Chair Scott Shook called the meeting to order.

Mr. Shook called on AFROTC Cadet Bannon Montgomery a Business Management major from Tampa, Florida, and Cadet Daniel Lamp, a Computer Science major from Wilson, N.C., to lead the board in the Pledge of Allegiance.

ROLL CALL

Mr. Shook called on Mr. Vince Smith, Secretary, to call the roll.

Present

Cassandra Burt
Leigh Fanning
Dave Fussell
Tom Furr
Van Isley
Fielding Miller
Angela Moss
Jason Poole
Jeffery Roberts
Jim Segrave
Scott Shook
Vince Smith
Chandler Ward

Absent

A quorum was established.

CONFLICT OF INTEREST STATEMENT

In compliance with the State Government Ethics Act, Mr. Shook called on Mr. Fielding Miller to read the conflict-of-interest statement. Mr. Miller asked if anyone had a conflict to disclose. No conflicts were identified.

APPROVAL OF MINUTES

Mr. Shook asked for a motion to approve the regular minutes from the July 22 orientation session and the regular session minutes from July 23. Ms. Fanning moved to approve the minutes. The motion was seconded. All voted to approve the motion with no negative votes.

APPROVAL OF CONSENT AGENDA

Chairman Shook referred to the consent agenda items and entertained a motion to approve. Mr. Poole motioned to approve the items on the consent agenda. Mr. Furr seconded the motion. All voted to approve the motion with no negative votes.

The consent agenda for this meeting included the following items:

1. Lease Agreement – Moye Medical Building II, 3rd Floor, 517 Moye Blvd. (Attachment M)
2. Advance Planning – Easkin Student Center HVAC and Gym Floor Replacement (Attachment N)
3. Endowment Fund Board Appointment (Attachment O).

CHANCELLOR'S REPORT

Mr. Shook called on Chancellor Philip Rogers to report to the board.

A full text version of his report is listed as “Attachment A.”

REPORT FROM THE STUDENT GOVERNMENT ASSOCIATION

Mr. Shook called on Mr. Chandler Ward, Student Body President, to report to the board. A full text version of his report is listed as “Attachment B.”

REPORT FROM THE FACULTY

Mr. Shook called on Dr. Purificacion Martinez, Chair of the Faculty, for the report from the faculty. A full text version of her report is listed as “Attachment C.”

REPORT FROM THE STAFF

Mr. Shook called on Dr. Hector Molina, Chair of the Staff Senate, for the report from the Staff Senate. A full text version of his report is listed as “Attachment D.”

REPORT FROM THE BOARD OF VISITORS

Mr. Shook called on Ms. Wanda Montano, Chair of the Board of Visitors, for a report from the Board of Visitors. A full text version of her report is listed as “Attachment E.”

COMMITTEE REPORTS AND RECOMMENDATIONS

ATHLETICS AND ADVANCEMENT COMMITTEE

Mr. Shook called on Mr. Fielding Miller, Chair of the Athletics & Advancement Committee, to share a report on behalf of the committee.

Mr. Miller reported the committee will have two items for full board consideration after closed session.

A full text version of the report is listed as “Attachment F.”

AUDIT, RISK MANAGEMENT, COMPLIANCE AND ETHICS COMMITTEE

Mr. Shook called on Mr. Vince Smith, Chair of the Audit, Risk Management, Compliance and Ethics committee, to share a report on behalf of the committee.

A full text version of the report is listed as “Attachment G.”

FINANCE AND FACILITIES

Mr. Shook called on Mr. Jason Poole, Chair of the Finance and Facilities committee, to share a report on behalf of the committee.

A full text version of the report is listed as “Attachment H.”

UNIVERSITY AFFAIRS

Mr. Shook called on Leigh Fanning, Chair of the University Affairs committee, to share a report on behalf of the committee.

A full text version of the report is listed as “Attachment I.”

HEALTH SCIENCES

Mr. Shook called on Tom Furr, Chair of the Health Sciences committee, to share a report on behalf of the committee.

A full text version of the report is listed as “Attachment J.”

CLOSED SESSION

Mr. Shook asked for a motion to move into closed session.

Mr. Ward moved that the board go into closed session to prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award; and to prevent the disclosure of confidential information under N.C. General Statutes §126-22 to §126-30 (personnel information) and the federal Family Educational Rights and Privacy Act; and to consider the qualifications, competence, performance, character, fitness, or appointment of prospective and/or current employees and/or to hear or investigate a complaint or grievance by or against one or more employees; and to consult with an attorney to preserve the attorney-client privilege between the attorney and the Committee to consult with an attorney and to preserve the attorney-client privilege and to consider and give instructions concerning claims, including pending, potential and/or threatened litigation.

The motion was seconded by Mr. Jason Poole. The board voted in favor of moving into closed session with no negative votes.

RETURN TO OPEN SESSION

Upon return to open session, the board had items for full board consideration.

Mr. Shook called on Mr. Miller, Chair of the Athletics and Advancement Committee to present an item from closed session.

Mr. Miller moved that the board approve the non-salary compensation for identified athletics personnel as presented in board materials. Mr. Poole seconded the motion and the board voted to approve the motion with no negative votes.

A full text version of this item is listed as “Attachment K.”

UNFINISHED BUSINESS

DELEGATIONS OF AUTHORITY

Mr. Shook called on Mr. Vince Smith present a motion.

Mr. Smith moved that the board approve the resolution amending and restating Board of Trustees delegations at East Carolina University as presented in trustee committee meetings and board materials.

Mr. Smith also moved that the proposed resolution be transmitted to the President for review and approval since the board of trustees does not have a regularly scheduled meeting prior to the deadline of November 1, 2021 provided by the Board of Governors in their July 2021 resolution.

The proposed resolution will become final and effective pending the president's approval and provided the President doesn't have any changes to the proposed resolution.

Mr. Miller seconded the motion. Hearing no discussion, the board voted to approve the delegations of authority resolution with no negative votes. This item is listed as "Attachment L."

NEW BUSINESS

There was not any new business to come before the board.

ADJOURNMENT

Hearing no further business to come before the board, Mr. Shook adjourned the meeting.

Respectfully submitted,

Ms. Megan Ayers
Assistant Secretary to the Board of Trustees

Introduction

Thank you, Mr. Chairman; great to be with you today and I'm pleased to welcome all of you to our first meeting of the fall semester.

Before I share a few reflections on emerging institutional priorities, permit me a moment to reflect on tomorrow's 20th anniversary of the 9/11 attacks. Like many of you, I remember the events of that day quite clearly. And every day for nearly 8 years I drove past the Pentagon on the way to my office at Dupont Circle in Washington DC and reflected on this moment in our nation's history. Today we remember those whose lives that were lost and forever changed that September morning. We also remember those who have served and sacrificed for our nation since the events of that day. Please join me in a moment of silent reflection in remembrance of the important place this day holds in all our hearts. Thank you. Okay, now for a few institutional updates.

COVID -19

First a few words on the topic that has consumed all our thoughts and activities on campus in recent weeks/months – COVID19 – and I'll focus my time specifically on our ongoing mitigation efforts. If we've learned anything over the last year related to this virus, it is that we can indeed manage through it with the right community expectations and mitigations in place – and the leading strategies that will help us thrive are masks and vaccines. Our vaccination rate among on-campus students is now 52%, which has increased significantly since the start of the fall term....but we must not get complacent with these improving vaccine numbers....there is still much work to be done on this front to protect our campus community, especially as new variants causing severe disease among a wide array of ages/people emerge. I want to take this moment to once again strongly and unequivocally urge members of our campus community to get vaccinated. It is safe and the best way to protect yourself and others. We all know that vaccinations are an individual choice and since the UNC System does not have the legal authority to mandate vaccines for students, our efforts remain focused on strongly encouraging vaccines and monitoring our supply, so we can deliver vaccines quickly to all who make this choice. In many ways, the choice to get vaccinated is one that embraces our motto of “servire” – meaning to serve – and I have high hopes and high expectations we'll continue to see progress on this front in the days ahead.

I've walked the halls of campus buildings and visited our classrooms over the first few weeks of classes and it's evident that most of our on-campus students, faculty, and staff comply with the indoor mask mandate, but we'll continue to stay focused on tools like this one that can help us manage through this moment. My thanks to all involved in assisting with our compliance campaigns on this effort in particular.

Speaking of campaigns, in partnership with Student Affairs, Student Health Services, and other campus partners, University Comms continues to push key messages related to the pandemic. In August, 32 vaccine-related posts were published across our social media platforms. To give you a sense of the outreach, on Twitter our posts generated a reach of over 52k; our Facebook posts generated a reach of 97k users; on Instagram, our stories generated a reach of over 26k; and finally, on Tik Tok (a social media tool with which I'm sure you're all actively engaged with – wink, wink), we generated a reach of over 6k with vaccine related posts. Also, in partnership with Vidant Health, the Brody School of Medicine created a public service announcement on the importance of vaccinations. Hopefully you also watched my joint message to campus with Dr. LaNika Wright...and the University Communications team has vaccination and mask campaigns ready this month as well – top priority.

I've said this early and often – and it continues to be true: Increased case counts and cluster announcements were anticipated as we resumed in-person activities, which is why we designed a plan with operational adjustments based on the advice of our very best medical and public health experts. Those experts are leading this work and whenever needed, whether it is a residence hall or a classroom, we are leveraging a “precision management strategy” by following our swarm testing protocols so that we can identify positive cases as quickly as possible and move students into quarantine and isolation rapidly to minimize the spread and resume in-person activities. We continue to invest in our contact tracing operation as well to identify close contacts quickly and move individuals to testing. We promised the campus community that we'd monitor local conditions, remain in contact with public health officials, and adjust campus operations as needed. This is precisely what we have done so far and continues to be our plan moving forward. For example, just last week I met virtually with Dr. John Silvernail, Pitt County Health Director. Dr. Silvernail was helpful in reviewing our swarm testing protocols and was supportive of our current operations. Our team remains in close contact with him on a very regular basis.

As for testing, one operational change is our shift to increase the volume of PCR testing within our surveillance program to manage through this initial surge (40%). We are also engaging a vendor to assist with more capacity. Capacity and participation are important factors for a vibrant testing program and we're working with our on-campus experts, external partners, and others to ensure we're meeting the expectations of public health professionals.

As we all know, the Delta variant continues to be a significant factor, so we must remain vigilant in our efforts. As risk levels change and operations are adjusted, we will keep the campus community informed. We're following the plan, adjusting where needed, and ensuring that the health of our community is priority number 1. Our message to Pirate Nation: Stay calm and stay the course.

Enrollment

Now for a few comments on enrollment. First, let me express gratitude to all those individuals involved in recruitment and retention efforts. Although I arrived at the end of the recruitment cycle, I witnessed so many individuals and campus units fully investing themselves in this work – and it's been an especially difficult year given the unpredictability of the COVID landscape.

Over the last few weeks, I often commented our outlook was flat to slightly down. Our hesitancy in offering anything more precise prior to census day was based on the concern historical indicators may not be reliable in this disrupted environment. Now that we have the data on enrollment for the upcoming year (disappointing as it may be), it is clear our decline is not just a story of our ability to attract new undergraduate students. The data reviewed in University Affairs yesterday also revealed challenges in graduate recruitment and retention rates this cycle.

We have long known an enrollment cliff is approaching and the projections for public institutions are daunting – in fact, I've been framing this narrative since my very first interview with the search committee and we're now living those predictions in real time. There are also recent reports documenting the retention challenges for students during the disruption over the last year. Access to reliable high-speed internet, financial pressures, and hesitancy in the market are just some of the factors that may be at play. That said, Pirates don't make excuses; instead, we leverage data, reset the deck, and come back stronger than ever as we move forward together as a united ECU.

As I've discussed recently with some of my colleagues across the national higher ed landscape, this is a moment to choose to view this as an opportunity for ECU and we will approach executing our enrollment strategies with the mission at the center, focused on the future, and by challenging ourselves to be innovative in this space. The provost has already commissioned a careful analysis of our outcomes. He will bring to this Board a deep dive on enrollment during an upcoming meeting. While this analysis will help inform some of our actions, we must also drive change now. Time is not to waste – especially in this market. Recruitment cycles move fast so we cannot wait on prolonged analysis and dialogue to turn the tide. Our efforts to upgrade and implement the strategic enrollment plan, which was last designed outside of the COVID landscape with the support of an external consultant, remains a priority. However, we must also determine if there are other actions and opportunities outside the current plan.

Fundamentally our enrollment portfolio must diversify, which requires us to adjust our strategies and actions. There very well may be no more important long-term priority for the University, and I look forward to engaging this Board more on this important topic.

Mission-Centered

I close with a bit of good news and a reminder of ECU's importance to our students and the region. You may have read the headline recently that ECU ranks in the top 10% of Best Bang for the Buck schools in the Southeast according to a Washington Monthly ranking. In addition, we ranked in the top 20% of all national universities. The ranking is based on our contribution to the public good in three categories: social mobility, research, and providing opportunities for public service. As for research, scholarly activity, fundraising, and other key areas of the university, let me remind you of several related highlights:

- I hope you all saw the news earlier in the week about alumnus Tom Arthur's \$5 million gift to the College of Business to transform the school's graduate program and attract more students. This is just one example of the over \$30M raised for main campus priorities in the FY ending June 30 with total overall giving to campus priorities surpassing \$48M.
- Our faculty thrived over the last by generating \$75 million in grants and contracts, with 24% of faculty participating in funded projects – both of which are historic records and approximately twice the level in 2018 before the pandemic.

- The faculty also produced nearly 1,800 published works, including books, book chapters, journal articles, and proceedings - an average of more than one major publication per faculty member during the last academic year.
- And this doesn't even begin to account for the social, economic, and cultural impact our faculty and this university have made on our region (and beyond). Just last week, for example, federal officials at the US Dept of Agriculture recognized our Accelerate Rural NC program and our CRISP Center for the innovative approach they're taking to rural transformation. ECU has been and always will be a very strong return on investment to the taxpayers of North Carolina.

Just a few reminders that regardless of our challenges, this university delivers on its mission each and every day.

Closing

Next week marks six months on the job at ECU. Each day I am reminded of the blessing it is to lead this great University and I am confident together we will move forward toward a more prosperous future. Thanks for your service.

For those of you attending tomorrow's game, let's be loud in our support of Coach Houston and the team. Always remember to be loyal, to be bold, and to always be a Pirate.

SGA Presidents Report

BOT 9/10/21

Good morning everyone,

As trustees of East Carolina University, you all serve this institution at the highest level in higher education. Eight of the thirteen of you elected by the UNC Board of Governors, four appointed by the general assembly, and lastly myself, elected by my peers here at ECU. Many of you have served this University and Eastern North Carolina for decades prior your appointment to the board, and before I give my report, I wanted to share a quick testimony as to why I feel so passionately about being in this position to serve the students of ECU.

My mother is originally from Greenville, my father was a graduate of ECU in 1980, my older brother in 2019, and as of a few weeks ago, my youngest brother Anderson is officially moved into his dorm in Clement Hall. Needless to say, we have plenty of Pirates in our family. If there is one thing I learned about ECU even from a young age, it is that the university pride within students, alumni, and the surrounding community is unlike anything I have seen anywhere else across the country. As I began to grow older, my decision to attend a four-year university quickly approached, but in the back of my mind, I think I always knew I wanted to attend ECU. Of course, my mother insisted on me applying to several other schools because “I don’t care if you don’t want to, you’re doing it.” After applying to six other Universities across the Carolinas, I announced to my family that I would be joining my father and brother as a Pirate here at ECU.

Immediately I dived into social and professional student organizations that I believe are a key element as to what makes this University’s student experience so special. But I was always searching for more. With almost thirty thousand students, there’s always new people to meet, new brains to pick, ideas to be shared, and groups to innovate with. Luckily for me, the Student

Government Association works with them all. This made my choice to run for SGA President an easy one. And I guess the fact that my older brother had ran and lost was in the back of my mind too.

Savannah Slade and I ran on a platform consistent of three main points:

- Increasing transparency from University officials and its departments
- Escalating the performance of our student organization marketing strategies, in particular the Student Government Association
- Promoting the safety of ECU students off campus, particularly in the Uptown and Grid districts

During the pandemic, University communication was often delivered pending messages and updates from the CDC and UNC System that I believe led to the sometimes-low level of clarity between the University and its students. Although students have been frustrated in the past with the level communication, I believe that as we return to normalcy here in Greenville that are our communication with students will too. We also hope to increase the marketing and communication from student organizations, as well as specific student-oriented departments on our campus. It's becoming more and more of a digital world every day, and it's hard to share all the cool stuff you're doing if no one is listening. Specifically, we hope broadening the scope of SGA's marketing platforms will bring more information to students in a "college friendly format" if you will. Lastly, we hope to continue to work in close relations with Captain Sutton and ECU PD along with Greenville PD to bring insightful information to their departments. This year we are also planning several events to engage students with first responders in a more social setting.

Over the summer, SGA has hit the ground running and already completed several initiatives:

- We worked closely with OSRR to promote the voices of students which in turn has led to the to two new staff members, a feedback portal for students after the closing of their case, and lastly taking a more proactive approach on the education of students regarding the rules and regulations of student conduct.
- Next, we worked to carry out the initiative of President Robbins to bring a 20th Anniversary 9/11 Memorial to ECU's campus that will be unveiled just outside the student center this Saturday at 9am.
- Additionally with the help of Robbins, SGA has partnered with NC State's SGA to deliver the first annual blood bowl partnered with The NC Blood Connection that is set to take place on campus next week.
- To promote the student experience here at ECU, we have tapped into our fund balance for several initiatives including the individual academic travel program. SGA will be sponsoring individual student travel for the first time in its history, and we hope these funds allow students to present their research across the country, spreading the word of what ECU Pirates are capable of.
- Marketing has been a key focus, we Tripled IG followers, increased engagement by over 600%

To close, ECU will continue to battle the affects of COVID-19 throughout the semester; however it is my hope that SGA will serve as an important resource for students, just as it has for the last two years of the pandemic. Looking around this room gets me excited though because I know these are the people that are most committed to delivering the student experience that makes this University so special. I've said it throughout the summer, but I strongly believe this

year will be one of the most pivotal years in higher education in our recent history. Some institutions will fail. I'm here to help ECU deliver

REPORT FROM THE FACULTY - SEPTEMBER 10, 2021

I am Purificación Martínez and it is my honor to serve as Chair of the Faculty for this academic year. I congratulate the Chair of Trustees Shook, Vice Chair Poole and Secretary of the Board Smith on their election to leadership positions. The faculty wishes the three of you much success. I also would like to take a moment to welcome to the Pirate Nation Trustees Cassie Burt and Dave Fussell. We are excited to have you as one of our own.

ECU started in person classes two weeks ago, and despite a few bumps in the road, here we are, doing what we love, teaching and researching. As you can imagine, there is some level of anxiety among my colleagues regarding their chances of getting sick by coming to campus. However, not a single person has told me that they want to move online. We do not want a repeat of last academic year.

I hope that all of you, as I do, belong to the 47% fully vaccinated North Carolinians. I do not harass people when talking about vaccines; I simply mention that they are safe, that they work and that they are widely available. Pitt county in general, and ECU in particular, have low vaccination rates. Those of us vaccinated must constantly talk to our neighbors, families, and friends about the vaccine. The message is not difficult to pass, just what I mentioned above. Vaccines are the best tool in our toolbox to fight the virus.

Since the beginning of August, the Faculty Officers and the administration have been working together to figure out how to adapt our reopening plans, written before Delta made its appearance in our shores. Every week around the table, they discuss the data and allow us to see the eagle's view on how ECU is doing. We, the Officers, share with them the struggles that our colleagues are experiencing as they navigate the day to day. Many of the decisions made by the administration have come from candid conversations with the Officers. The Chancellor and the rest of the senior administration can expect a responsible and calm engagement on this topic. All of us must work together to keep the Pirate Nation healthy.

Besides working on Covid-19 related issues, as Chair of the Faculty I am in the middle of organizing the meetings of all the Faculty Senate committees. As they begin their work, I am asking them to keep in mind my call to action to all faculty which I articulated during this year's Faculty Convocation. I called it a sort of manifesto. What I told my fellow faculty members is that we might not be able to change international, national or UNC system policy. However, I reminded them that the faculty at ECU can make a difference, because local actions bring global changes. This is what I proposed to them:

First, the faculty will continue working on advancing the ambitious university agenda regarding issues of equity and diversity. As faculty we can do this through the Faculty Senate Committee on Diversity, Equity and Inclusion and the most needed and anticipated ECU's Commission on Diversity, Equity and Inclusion. The Faculty Senate Committee will begin its work where the Senate left it last year. We began the process of revising the Faculty Manual. Now those changes must come alive, and we must evaluate what procedures in other areas of university life need to be changed.

Second, the faculty will continue to stand up for better working conditions for our fixed- term faculty colleagues, putting particular emphasis on securing longer contracts when they have a demonstrated record of excellence. Last year, we revised parts of the Faculty Manual, now it is time to make sure that those changes are approved and become a reality. Besides this, we will begin work on other parts of the manual to ensure that subsequent appointments and advancement in title for fixed term faculty are standardized around the university.

Third, the faculty will continue to argue for the need for a more transparent and inclusive budget process. Increased transparency is necessary for the faculty to be able to give meaningful feedback about ECU's expenditures and priorities. We the faculty want to ensure that the taxpayers'

money is spent for what they meant it: excellence in the academic enterprise, excellence in teaching and research.

Fourth, the faculty will continue to advocate for replenishing the faculty numbers. Years of hiring freezes and the aging of the faculty ranks are not without consequences. The most immediate one is a currently exhausted and overworked faculty. The particularly worrisome one is that, without new faculty, the advancement of knowledge will be irreparably damaged. And our region will suffer from it. A diverse, passionate, and secure faculty body is necessary to attract students, to create innovative solutions to old and emerging problems, in other words, to live.

Fifth, the faculty will participate in designing the future of ECU. By our engagement in the search for a Provost, whether we are in Health Sciences or Academic Affairs, we will ensure that our leaders understand that we the faculty know that no one is more important than the other, that all of us share common purposes and goals, that we respect and value one another.

Sixth, again regardless of divisions, the faculty will work toward ensuring that the new integration between ECU and Vidant will fulfill societal expectations of an Academic Health Center by :
“leading the way in educating a new generation of health professionals, making scientific breakthroughs and providing cutting-edge patient care.”

As you can see from these priorities, the faculty is responsibly engaged in the governance of the institution, we understand the part we play in its success. We also understand and respect yours. In this, my first remarks to you this academic year, I want to extend my hands and my arms to you. Let’s work together toward ECU’s betterment.

Staff Senate BOT Remarks (09.10.21)

Hello, good morning, I am Dr. Hector Molina, I am the Deputy Chief Information Officer also serving in the capacity of the Chair of the Staff Senate for this year – 2021/22.

Before I begin with the goals outlined for this senate year, I'd like to first introduce the Staff Senate Executive Committee. Serving at the Chair-Elect (next year's Chair) Ms. Aisha Powell (College of Business), Ms. Lisa Ormond (College of Nursing), Ms. Kristin Wooten (Health Sciences), and Mr. Patrick Mitchell (ITCS), and our Parliamentarian Olivia Cottrell, who also services on the SGA. I'd like to thank Chandler the SGA President for his willingness to be a continued partner in the shared governance process. The staff senate is currently comprised of 52 senators with participation for each of the eight divisions.

For this year, that senate has developed three major goals that we plan to pursue.

- Increase Staff Senate's visibility across campus to improve communication efforts with ALL staff
- Elevate the participation of Staff Senate's role in university initiatives
- Proactive engagement in activities that strengthen the Staff Senate's role in University Shared Governance

Our Rewards and Recognition Committee is actively working on developing the ECU Wellness Walk for this semester (October) around Lake Laupus. We are hoping to promote the 5 pillars of well-being.

I am optimistic that our work as Staff Senate shall continue to represent ALL our staff and ECU across this great state.

I would like thank Chancellor Rogers and the BOT for their support.

Thank you!

BOV Remarks – 9/10/21

Good morning. It's Paint it Purple Friday!

I am Wanda Montano and I have the privilege of serving as the Board of Visitors chair this year.

My fifth grade teacher wrote on my end of year report card "if Wanda would only slow down." Well, here we are 59 years later, and Miss Warner has still not gotten her wish. If I get going too fast, wave at me to slow down!

One of the questions we hear a lot is "what does the Board of Visitors do?" Let's talk about that a bit.

We serve as an advocacy board —

- Charged with telling the ECU story to anyone who will listen.
- Tasked with correcting misinformation — we are not a party school, and our name is not Eastern Carolina
- And we are laser focused on connecting campus with key people who can impact our future.

Thus, our members are on the receiving end of a huge knowledge transfer that we hope they will share with others – as often as possible – in support of this advocacy.

Here was their Call to Action:

Please **Challenge** perceptions so people will be open to learning about the purple and gold. Ask them what makes them think such and such about ECU.

Look at **their circle of influence** and consider who can be connected to campus and how that connection will benefit ECU.

You will learn that I love to tell stories to illustrate points. Here's one.

During the early part / pre-Covid era of our Chancellor Search process, faculty conducted an extensive survey, gathering information about what was important to different constituent groups in reference to the Search process.

As I sat through the read-out process as an observer, I was struck by the results from the Alumni group.

And I was not at all happy at the reaction of the Faculty Member providing those results – the open disdain with which she reported that the Alumni comments were all about athletics.

What she didn't get – and what I asked our BoV members to think about from their Circle of Influence perspective is this -- sometimes Athletics are the ONLY way for our alumni to be connected. It's easy, it's public, it's rah-rah for the purple and gold.

However, **WE** have not educated them about the opportunities to serve on the academic side of campus – one of our new members is a good example. He told me his involvement has been primarily athletics and he was looking forward to engaging through his BoV service on the academic side.

We, the university advocates, have not provided our alumni with reasons to be involved beyond athletics – the why of caring about our Mission Statement.

We put the words to the alma mater on the screen at football games, we print the fight song words in the program.

Where do we publicly laude and reinforce the Mission? Well, the BoV got a strong lesson in Mission Statement at our meeting.

Their frame of reference for all of our activities are the three prongs of our Mission Statement, which this group affirmed at your July meeting:

- Student Success
- Public Service
- Regional Transformation

Each year the BoV Executive Committee sets priorities around one of these three core values of our mission.

This year we are focused on student success.

Through my work with the College of Health and Human Performance Advancement Council, I have learned how critical our Advising Services are to the success of our students, and how that advising experience provides a differentiator in the student's consideration of where to enroll.

And our first meeting provided a framework of how the ECU student experience prepares our students along with why ECU provides the best student experience – admissions and the academic advising centers.

Our work will be conducted through the framework of several committees:

This year's Executive Committee has built upon the work started by Linda Thomas several years ago.

We are continuing the work of the Student Recruitment and Access Scholars Committees.

The Nominating Committee is a standing committee created by the by-laws.

Jon DeFriese has been a one-man show for our Orientation efforts.

Last year, a new position of Communications Liaison was created, and Henry Taylor has agreed to fill that position.

We have strengthened the Committees through the appointment of Vice Chairs, which expands leadership opportunities for members, and provides mentoring and development by the existing chairs for the future. This ensures continuity of mission and direction.

The Student Recruitment efforts kicked off in Charlotte last week with BoV members presenting at the Pirates in Your Town admissions event. Our Committee Chair and my fellow energizer bunny, Toby Thomas, invited the

prospects to join Pirate Nation and provided a wonderful presentation to the prospective students and their parents.

Four other BoV members also were available to answer questions and interact with the attendees. BoV members will attend and present at upcoming events in Fayetteville, Wilmington, Raleigh, Greensboro, Richmond, Chesapeake, and yes, even the Coastal Studies Institute event.

The Board of Visitors financially supports four access scholars. The Access Scholars Committee also interacts with the students to ensure that the scholars have access to all resources for their success – we even send them periodic gift cards to restaurants and coffee shops as well as provide them with mentoring when needed.

The Nominating Committee provides two functions:

- (1) Review and recommendation of new members to this group for your approval; and
- (2) Recommendation of the officer slate to this group.

This year's class is the largest class of new members we have had in several years.

Thank you to everyone who was involved in the Nominations process this past year. Several members of the Board of Trustees were active in nominating new members, and we encourage each of you to consider nominating members this year.

That process will kick off in January. It's never too early to think about who you might nominate for next year. We will have approximately 10 seats to fill.

Last year's Nominating Chair Dutch Holland is mentoring this year's committee, which is chaired by Ryan Beeson, and includes DaJuan Lucas, Linda Thomas, Phil Dixon and Robin Peace.

In the BoV's first meeting with Chancellor Rogers last January, he challenged us to be "unapologetically aspirational for our mission."

That challenge was reiterated to The BoV -- to live, breathe, and support our mission without reservation! This included wearing their BoV name tags wherever they go.

As I told them, You might be surprised what a great ice breaker the name tag is.

Not everyone can use purple hair to start conversations.

About 20 years ago when Apple was trying to figure out what it wanted to be when it grew up, I met an Apple employee at a networking event. He handed me his business card -- his job title was Evangelist.

Think about how far Apple has come – with its army of evangelists. Some of whom are those of us who can't live without our iPhones and iPads.

I dared our BoV members to be an ECU Evangelist.

How do we get there – what does all of this mean to our members personally?

Jon DeFries through his leadership development company, developed this Pirate Plan guide for us. Members were asked to think this through as a guide to how they will engage and support our Mission and their role as a member of the Board of Visitors.

In closing, the BoV will be unapologetically aspirational and know that this culture can be a significant, sustainable advantage in advocating for ECU. I look forward to hearing from the Board of Trustees about additional ways the BoV can fulfill its mission of advocacy.

Athletics & Advancement Committee Report September 9, 2021

The Athletics & Advancement Committee met yesterday and heard updates from Director of Athletics Jon Gilbert and Vice Chancellor for Advancement Chris Dyba.

Jon reported that the Athletics Annual Fund is up 61K. Athletic expenses compared to budget have done well with the intense monitoring of expenses. An anticipated \$20M deficit turned out to be \$4.5M.

Regarding ticket sales, we are in a better position for FY2021 season football tickets than the last few years with around 13,500. Next year's ticket goal is 14,000. We're actually expecting a large crowd at the game against South Carolina – with over 40,000 tickets sold. Basketball season ticket sales will launch soon with a goal of 1800 tickets.

The Pirate Club is fully staffed for the first time in quite awhile. Premium seating has been a hot commodity. We've made improvements to the Williams-Clark Club area with new furnishings and graphics. Growing the Student Pirate Club has been a priority this year and we're up to about 3700 members.

Jon provided an update regarding our student athletes and Name, Image, Likeness. Currently there are 60 student athletes who have submitted a disclosure form, the majority of which are for social media promotions.

We had some discussion about conference realignment; some institutions in our conference may be leaving. We have the best TV deal compared to the other five leagues. It is important to bring in institutions that bring value and are a good fit.

Vice Chancellor Dyba reports this fiscal year has started off strong with almost \$5M in less than 2 months for east campus and nearly \$785K for west campus. The goal for east campus is \$20M and west campus is \$12M. West campus has strong momentum around the integration model with Vidant. Fundraisers are back on the road being very careful and cautious and are slowly having events on campus and on the road. People seem eager to be engaged again and engagement helps with fundraising. A recent shift in the fundraising model within Advancement resulted in discontinued use of student callers and on to a more personalized effort with two annual fund officers.

Mr. Chairman, there was one action item regarding the appointment of John May to the Endowment Fund Board that was a part of the consent agenda this morning. I will also have two action items coming out of closed session, but for now, this concludes my report.

IN CLOSED SESSION

On behalf of the Athletics and Advancement Committee, I move the board revise the name of the Leo Jenkins Cancer Center to the "Leo Jenkins Building: as presented in board materials.

AFTER CLOSED SESSION:

On behalf of the Athletics and Advancement Committee, I move the board approve the non-salary compensation for certain personnel in the Athletics Department as presented in board materials.



Report of the Audit, Risk Management, Compliance, and Ethics Committee for September 9, 2021

Operational Metrics Review

The committee reviewed the operational metrics related to Internal Audit, Healthcare Compliance, Research Compliance, and Athletics Compliance.

For the 2021 fiscal year, the University met or exceeded the established KPIs related to internal audit, healthcare compliance, and athletics compliance. In research compliance, the required conflict of interest disclosure rate was just shy of the expectation of 100%, as one employee did not submit the required disclosure by the deadline.

For the 2022 fiscal year, all audit and compliance KPIs were met for the month of July, except for auditor productivity, which was at 74.2% due to staff vacations. The goal is 75%. One new KPI is being tracked for Athletics compliance this year – the number of consultations and education sessions that are provided regarding the new NCAA name, image, and likeness legislation.

Action Items

The committee approved minor revisions to the Audit Committee Charter and the Internal Audit Charter, as presented by Chief Audit Officer Wayne Poole.

The committee also approved a resolution on the Board's delegations of authority. I believe that request for approval will be done jointly with a corresponding resolution from Health Sciences later in this meeting.

Informational Items

Office of Internal Audit – Mr. Wayne Poole

Mr. Poole provided an overview of the regulatory compliance offices that report to the committee, including healthcare, research, athletics, and Title IX compliance, as well as IT governance and information security.

Mr. Poole shared the FY 2021 annual report of ECU's Office of Internal Audit. He also shared the annual self-assessment of the Internal Audit function which is required by the North Carolina Council of Internal Auditing. Mr. Poole reported that the internal audit functions exceeds all audit standards based on the state's assessment tool.

Mr. Poole also briefed the committee on several recently completed internal audits.

Enterprise Risk Management – Ms. Stephanie Coleman

Ms. Coleman presented the University's top enterprise risks matrix, which included the responsible senior management official for each risk. The matrix included communications and steps that have been taken on each risk.

Ms. Coleman also shared the results of a recent ERM Committee exercise to review the University's response to the COVID-19 pandemic and the emerging risks that the pandemic brought to light.

Ms. Coleman advised the committee that the UNC System Board of Governors has taken a strong interest in cybersecurity risks across the system and as a result ECU's ERM Committee and the Board's Audit Committee will be very engaged on this in the coming months.

Mr. Chairman, that concludes my report.



East Carolina University | Board of Trustees
Finance & Facilities | In Person & Virtual/Main Campus Student Center | September 9,2021
Committee Report

Review of Operational Metrics - Vice Chancellor Stephanie Coleman walked us through the operational metrics for Fiscal Year 2021 and Fiscal Year 2022.

All Funds Budget - Stephanie provided our committee with preliminary education around the "all funds budget" process and what will be required by the BOT beginning in April 2022, including the template that will be used and the timeline. This is definitely a priority for our committee and we look forward to the collaborative process around the all funds budget.

Dowdy Student Stores - Barnes & Noble College - Our committee heard an update from Bill Koch and Chelsea Havner about Dowdy Student Stores transition to Barnes & Noble College.

Reports Provided - Vice Chancellor Coleman provided the committee with several reports we receive at each meeting, including the Comprehensive Budget Report, the Report of Approved EHRA Employee Salary Adjustments and the Pension Report.

Project Authorization Matrix - Bill Bangell Associate VC for Campus Operations provided information on Project Authorization Matrix and the differences of the project dollar thresholds.

Designer Selections - Bill Bagnell also provided information on Designer Selections. Informal Projects included: Coastal Studies Institute improvements; Bate Fire Alarm: Dowdy-Ficklen Stadium end zone joint sealants and North Side Upper Deck Evaluation; Building 43 Steam Surveying and SUE; Mendenhall Renovation Phase 1, LJCC Pharmacy CHEMOShield Hood; Brody Biochemistry Lab/Offices Upgrades; Multi-Sport Strength Training Facility construction material testing; BMP Permitting Updates for DENR for the Service Learning Centers, Coastal Studies Institute, and both campuses; ECU Warehouse Operations Relocation; and Brewster Building A- Building Inspection/Indoor Air and Water Quality Testing. Formal projects included: HSC Steam Plant Deaerator and Surge Tank Replacement.

Capital Projects - Bill Bagnell updated the Committee on Capital Projects. Information was provided on the Life Sciences and Biotechnology Center, Mendenhall Renovation Phase I, Isley Innovation Hub, Main Campus Steam Plant Fuel Tank Farm, Clement and White Elevator Modernization, Multi-Sports Strength Training Facility, Bate Building- Fire Alarm System and Smoke Containment Repairs, and College Hill Drive Replace Steam Ph 2. The Major Capital Projects Schedule was also provided.

Debt Capacity - Stephanie Coleman also provided the Statement of Bonded Indebtedness as of June 30, 2021.

Action Items - There were two action items, a Moye Boulevard lease and the Advance Planning for the Eakin Student Rec Center HVAC and Gym Floor that were both approved thru the consent agenda.

Mr. Chairman, that concludes my report.

**University Affairs Meeting – Board of Trustees
September 9, 2021**

- **Operational Metrics** – Operational metrics from the Divisions of Academic Affairs, Student Affairs and Research, Economic Development and Engagement were reviewed.

- **Coastal Research During the Pandemic**
 - Interim Vice Chancellor Mike Van Scott presented a video that highlighted Coastal Research at the ECU Coastal Studies Institute.
 - Dean Reide Corbett was with the committee online and spoke more about the student and research experiences at CSI.

- **Greenville ENC Alliance & Intersect East**
 - Merrill Flood provide update on the development of Intersect East and shared several design images.
 - Construction will begin this fall, with groundbreaking kickoff event on Oct. 5, 2021
 - 10 year development; \$350M investment over next decade
 - Historic tax credits are being reviewed and are pivotal to this development
 - Brad Hufford, Vice President of Business Development with Greenville ENC Alliance spoke to the committee. He gave an overview of Greenville ENC Alliance and how the public private partnership supports economic development in the East.
 - Mr. Hufford also talked about the collaborative efforts between ElliottSidewalk, ECU and Greenville ENC Alliance to market Intersect East.
 - Greenville ENC Alliance will be one of the first tenants in the former Export Leaf Building

- **Fall Enrollment Update**
 - Dr. Ying Zhou presented the fall enrollment data based on Census Day information on Sept. 3, 2021.
 - 28,005 total enrollment which is a decline of 2.8% even though we had record applications and admittances.
 - Our committee will look forward to hearing more about budget impacts and initiatives to reverse the decline in November.

We had no action items coming out of committee.

Mr. Chairman, this concludes my report.



**Health Sciences Committee
September 9, 2021
Committee Report**

Mr. Chairman, our meeting was conducted entirely in closed session yesterday. The committee did discuss the ECU P delegations of authority that I believe the full board will address later in the meeting.

This concludes my committee report.



**Athletics & Advancement Committee
September 9, 2021**

Agenda Item: IV. B. Nonsalary Compensation

Responsible Person: Jon Gilbert
Director of Athletics

Action Requested: Approval

Notes:

Proposed Motion:

I move that the committee approve the nonsalary compensation as presented in board materials and recommend this item for full board approval on Friday.

Non-Salary and Deferred Compensation for Employees Exempt from the State Personnel Act

In accordance with UNC Policy 300.2.14 and the *ECU Policy on Non-Salary and Deferred Compensation for Employees Exempt from the Human Resources Act*, the following non-salary compensation benefits for East Carolina University Athletics staff is endorsed by the Chancellor and submitted for consideration by the East Carolina University Board of Trustees.

Country Club Memberships

Designated Athletics and Pirate Club staff individuals may receive Club memberships if the membership is deemed useful to the university and is job related and the club has a policy prohibiting discrimination against groups protected by federal and North Carolina law.

The Athletics Director recommends the following employees to receive a country club membership:

- Executive Associate Athletics Director/Revenue Generation; Pirate Club Executive Director – Ryan Robinson
- Assistant Athletics Director/Development – Drew Moeller
- Assistant Athletics Director/Major Gifts Pirate Club - Matt Maloney
- Sr. Associate Athletics Director Internal Operations - JJ McLamb
- Director of Football Administration - Dale Steele
- Head Men's Golf Coach – Kevin Williams
- Head Women's Golf Coach – Chelsea Buford

The Chancellor is recommending and endorsing the following individuals Club membership.

- Athletics Director- Jon Gilbert



Audit, Risk Management, Compliance, and Ethics Committee
September 9, 2021

Agenda Item: III. Delegations of Authority

Responsible Person: Paul Zigas
Vice Chancellor Legal Affairs

Action Requested: Action

Notes:

Proposed Motion:

I move the committee approve the draft resolution amending and restating Board of Trustees delegations as presented in board materials, and recommend this item for full board approval.

To: ECU Board of Trustees

**From: Stephanie Coleman, Vice Chancellor for Administration & Finance
Kitty Wetherington, Associate Vice Chancellor for Human Resources**

Re: Delegations for Human Resources Related Matters

Date: September 7, 2021

BACKGROUND

On July 22, 2021, the University of North Carolina Board of Governors directed each board of trustees to adopt a proposed resolution amending and restating in detail all delegations of authority by the board of trustees of that institution. In many cases ECU will be asking the Board of Trustees to simply restate previous human resources related delegations or confirm longstanding practices through delegations. While some associated policies and practices have been modified over the years, we have not been able to find a clear record of changes or delegations that support all of the current practices and policies.

Pursuant to the [University of North Carolina Policy Manual 600.3.4](#) (Granting of Management Flexibility to Appoint and Fix Compensation), ECU was granted Management Flexibility to Appoint and Fix Compensation in November 2002, and its status was confirmed in February 2004. You can find [ECU's Campus Management Flexibility Plan](#) here.

[In addition, Appendix A to this Memorandum is a current inventory of ECU's Management Flexibility Related Policies and Procedures. Appendix B to this Memorandum includes the authority delegated to the Boards of Trustees when an institution's management flexibility plan is authorized by the president, which may not be further delegated unless the president or Board of Governors shall allow. Some of you may also recall the Annual HR Compliance Report that is presented to the BOT before being submitted to the University of North Carolina System Office, customarily in the Spring, which emanated from [UNC Policy Manual 600.3.4](#).]

SPECIFIC AUTHORITY, DELEGATIONS, AND RECOMMENDATIONS

I. APPOINT, PROMOTE & SET COMPENSATION

A. Authority Granted Which May be Delegated

Pursuant to [The Code of the Board of Governors of the University of North Carolina, Appendix 1, Section 1](#), the Board of Trustees has been delegated the authority to appoint, promote, and set the compensation for EHRA employees, excluding the Chancellor.

Pursuant to [UNC Policy Manual 600.3.4](#), the Board of Trustees has been delegated the power to execute the following personnel actions for faculty and EHRA non-faculty instructional,

research, and public service (IRPS) [currently known as IRIT] employees: (1) permanent and temporary appointments and salaries; (2) promotion, including faculty rank changes but excluding tenure; and (3) permanent and temporary salary increases or stipends.

Pursuant to the [UNC Policy Manual 600.3.4.](#), simultaneous with the President's authorization of an institution's management flexibility plan, the Board of Trustees is also delegated the authority for the following personnel actions: 1. Establish faculty salary ranges within different academic disciplines, based on relevant data; 2. Appoint and fix the compensation for faculty awarded the designation of Distinguished Professors; and 3. Establish IRPS positions and salary ranges.

B. Delegations

The Board of Trustees, pursuant to board action on [March 22, 2002](#), delegated broad authority to the Chancellor, to the extent permissible, pursuant to the [Campus Management Flexibility Plan](#), to appoint and fix compensation for all senior positions.

Pursuant to [University of North Carolina Policy Manual 200.6](#) and [University of North Carolina Policy Manual 600.3.4](#), the Board of Trustees has been delegated authority over certain personnel actions, and the Board of Trustees, pursuant to board action on [September 30, 2016](#), further delegated that authority to the Chancellor for certain salary actions for Employees Exempt from the State Human Resources Act (EHRA). The Chancellor has delegated certain salary actions to members of the Chancellor's Cabinet as reflected in the Salary Pre-Authorization Requirements. ([Resolution](#) and [matrix](#))

The Chancellor, pursuant to [ECU Policy REG 01.10.01](#), further delegated portions of this authority to specific members of the Chancellor's Cabinet. Also see [Delegations of Contract Signatory Authority](#) dated November 16, 2015 and revised on May 5, 2017.

C. Recommendations

We are recommending that the Board of Trustees restate these delegations and note that, any additional authority described herein that was not specifically delegated previously, be specifically delegated to the Chancellor to the extent permissible. We are further recommending that the Board of Trustees permit the Chancellor to further delegate this authority, if/as appropriate, and change any such sub-delegations, provided records of any and all sub-delegations are maintained in the office of the Assistant Secretary to the Board of Trustees.

II. DISCONTINUATIONS OF SAAO TIER II AND IRIT EMPLOYMENT

Pursuant to [University of North Carolina Policy Manual 300.1.1](#) and [University of North Carolina Policy Manual 300.2.1](#), the Board of Governors delegated authority to make appointments and determine salaries to the Chancellors and the respective Boards of Trustees for Senior Academic and Administrative Officers (SAAO) Tier II appointments, and to the

Chancellor for IRIT (formally known as IRPS) appointments. Separations of SAAO Tier II and IRIT (formally known as (IRPS) appointments, including discontinuations with notice, are within the authority of the Chancellor. The Chancellor, pursuant to the [Chancellor's Delegation of Authority for Personnel Actions Involving Employees Exempt from the State Human Resources Act \(EHRA\) Memo Dated August 31, 2021](#), has delegated that authority to certain specified direct reports.

APPENDIX A

[The UNC Policy Manual 600.3.4](#)

Granting of Management Flexibility to Appoint and Fix Compensation

Current Inventory of ECU's Related Policies and Procedures

V. Submitting Institutional Plans for Management Flexibility for Personnel Appointments

The president has the authority to approve institutional management flexibility plans for personnel appointments. Upon approval, the board of trustees of a Special Responsibility Constituent Institution^[6] shall have the authority delegated by this policy. An institutional plan shall include the following:

A. Policies and procedures for promotion and tenure of faculty.

1. An institutional policy for promotion and tenure^[7] that complies with *The Code* of the University of North Carolina, complies with current federal and state law, and provides clear requirements for promotion and the conferral of permanent tenure.
2. A schedule and process for periodic review of promotion and tenure policies, including a process for amending promotion and tenure policies subject to review by the president or president's designee.

[ECU Faculty Manual – Part VIII – Personnel Policies and Procedures for the Faculty of ECU](#)

[ECU Faculty Manual – Part IX – Appointment, Tenure, Promotion, and Advancement Policies and Procedures and Performance Review of Tenured Faculty](#)

[ECU Faculty Manual – Part X – Personnel Action Dossier and Tenure and Promotion Schedule](#)

[ECU Faculty Manual Index](#)

B. Policies and procedures for senior academic and administrative officers (SAAO) and EHRA non-faculty.

1. Policies and procedures for establishing salary ranges for SAAO Tier 2 and for instructional, research, and public service (IRPS) EHRA non-faculty positions, consistent with the salary ranges and the policies established by the Board of Governors and the regulations and guidelines established by the president. The institution may otherwise elect to adopt salary ranges established by the UNC General Administration for these positions.
2. Policies and procedures for the recruitment and selection of senior academic and administrative officers and other EHRA non-faculty positions.

ECU has elected to adopt salary ranges established by UNC-SO for Tier 2 and IRIT positions.

[Employment Policy for Employees Exempt from the State Human Resources Act](#)

[EHRA Recruitment Compliance Review Process Regulation](#)

[EHRA Recruitment Compliance Review Process Standard Operating Practice](#)

[ECU Peer Institutions](#)

[Policy on Administrative Separation and/or Retreat to a Faculty Position](#)

- C. Policies and procedures for compensation policies for faculty and EHRA non-faculty.
 - 1. An institutional policy on non-salary compensation of faculty and EHRA non-faculty, and on compensation from non-state sources such as grants, endowment funds, practice plan funds, etc.
 - 2. Documentation of comprehensive salary studies that establish salary ranges for tenured faculty within different disciplines based on relevant data and for EHRA non-faculty, including methodology and relevant data.^[8]
 - 3. Documentation of EHRA salary-setting guidelines provided to institutional management.
- D. Policies and procedures for audits and accountability.
 - 1. Documentation that the institution has not had audit findings related to personnel practices, salary, or payroll for the previous three years or, if there have been audit findings in this period, documentation supporting that any findings have been remedied.
 - 2. Documentation of appropriate accountability procedures in the event that the board of trustees delegates the authority granted pursuant to this policy to the chancellor.

ECU Disclosure on Faculty Salary Ranges FY19-20 as presented to the ECU BOT and UNC-SO in April 2021 as part of the ECU HR Annual Compliance Report (attached).

[ECU Human Resources Compensation Policies Website](#)

[ECU Physicians Clinical Faculty Compensation Plan](#)

Brody School of Medicine Basic Science Faculty Compensation Plan (attached).

College of Allied Health Sciences Temporary Variable Supplement Plan (attached).

[Policy on Non-Salary and Deferred Compensation for Employees Exempt from the Human Resources Act](#)

[ECU Automobile Policy and Allowances](#)

[Guidelines for Housing Allowance Provisions](#)

[Supplemental Pay for EHRA Employees](#)

[Regulation on Conflicts of Interest, Commitment, and External Professional Activities for Pay](#)

APPENDIX B

The UNC Policy Manual 600.3.4

Granting of Management Flexibility to Appoint and Fix Compensation

- III. Delegation of Authority to Boards of Trustees of Institutions with Management Flexibility
- A. Simultaneous with the president's authorization of an institution's management flexibility plan, the board of trustees of that institution is delegated the authority to execute the following personnel actions, which it shall not delegate further unless the president or the Board of Governors shall allow:^[1]
1. Upon recommendation of the chancellor, appoint^[2] and fix the salary and non-salary compensation^[3] for all vice chancellors and other Tier 1 senior academic and administrative officers (as defined in Section I.A., of Policy 300.1.1) with the exclusion of the chancellor.
 2. Approve appointments and salary changes for SAAO Tier 1 appointments, with the exclusion of the chancellor.
 3. Upon recommendation of the chancellor, establish salary ranges for SAAO Tier 2 positions, consistent with both the salary ranges and the policies established by the Board of Governors and the regulations and guidelines established by the president. The institution may otherwise elect to adopt salary ranges established by the UNC General Administration for these positions.
 4. Upon recommendation of the chancellor, and consistent with the approved tenure policies and regulations of each institution, confer permanent tenure.

**Resolution to Amend and Restate Delegated Authority
from the Board of Trustees of East Carolina University**

WHEREAS, the Board of Trustees of East Carolina University (“Board of Trustees”) has a duty to promote the sound development of East Carolina University within the functions prescribed for it, helping it to serve the people of the state in a way that will complement the activities of the other institutions and aiding it to perform at a high level of excellence in every endeavor;

WHEREAS, the Board of Trustees serves as an advisor to the Board of Governors on matters pertaining to East Carolina University and serves as an advisor to the chancellor concerning the management and development of East Carolina University;

WHEREAS, the Board of Trustees’ powers and duties are defined by the Board of Governors through the Board of Governors delegating certain authorities and responsibilities to the Board of Trustees;

WHEREAS, the Board of Governors’ approval of the “Resolution to Amend and Restate Constituent Institution Board of Trustees Delegations” on July 22, 2021, directs each board of trustees of the constituent institutions to identify and restate in one binding resolution all instances in which the board of trustees of the constituent institution has delegated all or some of its delegated authority from whatever source to any committee, person, agency, or entity;

NOW THEREFORE, the Board of Trustees restates the following delegations of authority:

I. DELEGATIONS CONCERNING THE MEDICAL FACULTY PRACTICE PLAN OF THE BRODY SCHOOL OF MEDICINE

- Pursuant to [North Carolina General Statute § 116-40.6](#), the Board of Trustees has been delegated the power to adopt and establish policies, procedures, rules, and regulations for the Medical Faculty Practice Plan, a division of the School of Medicine of East Carolina University currently known as “ECU Physicians,” concerning the following:
 - Personnel, including but not limited to schedules of pay and other compensation, annual leave, sick leave, incentive awards programs, grounds for dismissal or discipline, office hours, holidays, and employee disciplinary hearings;
 - Purchases, including but not limited to requests for proposals, competitive bidding, contract negotiations, and contract awards for supplies, materials, equipment, and services;
 - Property, including but not limited to acquisition and disposition of property, provisions for development of specifications, advertisement, and negotiations with owners for acquisition by purchase, gift, lease, or rental; and
 - Construction, including but not limited to design, construction, and renovation of buildings, utilities, and other property developments for negotiations requiring the expenditure of public money for conducting the fee negotiations for all design contracts and supervising the letting of construction and design contracts, performing the Duties of

various state agencies such as the Department of Administration and Office of State Construction, using open-end design agreements, submitting construction documents for review and approval by the Department of Insurance and other agencies, and using standard contracts for design and construction currently in use for State capital improvement projects.

The Board of Trustees delegates all authority of [N.C. Gen. Stat. §116-40.6](#) to the Chancellor as the administrative and executive head of East Carolina University. The Chancellor has the authority to sub-delegate this authority, provided records of any and all sub-delegations are maintained in the office of the Assistant Secretary to the Board of Trustees and any sub-delegations of authority to sign contracts is made in compliance with [Regulation 01.10.01 “Delegation of Authority to Sign Contracts—Interim”](#) as it may be amended

- Pursuant to approval of an Office of Risk Management Professional Liability Insurance Program and Plan in 2014, the Board of Governors delegated its authority from [N.C. Gen. Stat. §116-219](#) to purchase professional liability insurance to the ECU Board of Trustees, and the Board of Trustees delegates this authority to the Chancellor, who may further delegate this authority provided a record of any and all sub-delegations is kept on file in the office of the Assistant Secretary to the Board of Trustees and any sub-delegation of authority to sign contracts is made in compliance with [Regulation 01.10.01 “Delegation of Authority to Sign Contracts—Interim”](#) as it may be amended.

II. DELEGATIONS FOR HUMAN RESOURCES MATTERS

- Pursuant to [The Code of the Board of Governors of the University of North Carolina, Appendix 1, Section 1](#), the Board of Trustees has been delegated the authority to appoint, promote, and set the compensation for EHRA employees, excluding the Chancellor. The Board of Trustees, pursuant to board action on [March 22, 2002](#), delegated broad authority to the Chancellor, to the extent permissible, pursuant to the [Campus Management Flexibility Plan](#), to appoint and fix compensation for all senior positions. Any additional authority described herein that was not specifically delegated previously, is specifically delegated to the Chancellor to the extent permissible. The Chancellor may further delegate this authority and change any such sub-delegations, if/as appropriate, provided records of any and all sub-delegations are maintained in the office of the Assistant Secretary to the Board of Trustees and any sub-delegation of authority to sign contracts is made in compliance with [Regulation 01.10.01 “Delegation of Authority to Sign Contracts—Interim”](#) as it may be amended.
- Pursuant to [University of North Carolina Policy Manual 200.6](#) and [University of North Carolina Policy Manual 600.3.4](#), the Board of Trustees has been delegated authority over certain personnel actions, and the Board of Trustees, pursuant to board action on [September 30, 2016](#), further delegates that authority to the Chancellor for certain salary actions for Employees Exempt from the State Human Resources Act (EHRA). ([Resolution](#) and [matrix](#))
- Pursuant to [University of North Carolina Policy Manual 600.3.4](#) (Granting of Management Flexibility to Appoint and Fix Compensation), the Board of Trustees has been delegated the power to execute the following personnel actions for faculty and EHRA non-faculty instructional, research, and public service (IRPS) [currently known as IRIT] employees: (1) permanent and

temporary appointments and salaries; (2) promotion, including faculty rank changes but excluding tenure; and (3) permanent and temporary salary increases or stipends. The Board of Trustees, pursuant to board action on [March 22, 2002](#), delegated broad authority to the Chancellor, to the extent permissible, pursuant to the [Campus Management Flexibility Plan](#), which is incorporated by reference, to appoint and fix compensation for all senior positions. Any additional authority described herein that was not specifically delegated previously, is hereby specifically delegated to the Chancellor to the extent permissible. The Chancellor may further delegate this authority and change any such sub-delegations, if/as appropriate, provided records of any and all sub-delegations are maintained in the office of the Assistant Secretary to the Board of Trustees.

- Pursuant to [University of North Carolina Policy Manual 300.1.1](#) and [University of North Carolina Policy Manual 300.2.1](#), the Board of Governors delegated authority to make appointments and determine salaries to the Chancellors and the respective Boards of Trustees for Senior Academic and Administrative Officers (SAAO) Tier II appointments, and to the Chancellor for IRIT (formally known as IRPS) appointments. Separations of SAAO Tier II and IRIT (formally known as IRPS) appointments, including discontinuations with notice, are within the authority of the Chancellor. The Chancellor, pursuant to the [Chancellor's Delegation of Authority for Personnel Actions Involving Employees Exempt from the State Human Resources Act \(EHRA\) Memo Dated August 31, 2021](#), has delegated that authority to certain specified direct reports.
- Pursuant to the [UNC Policy Manual 600.3.4.](#), simultaneous with the President's authorization of an institution's management flexibility plan, the Board of Trustees is also delegated the authority for the following personnel actions: 1. Establish faculty salary ranges within different academic disciplines, based on relevant data; 2. Appoint and fix the compensation for faculty awarded the designation of Distinguished Professors; and 3. Establish IRPS positions and salary ranges. The Board of Trustees, pursuant to board action on [March 22, 2002](#), delegated broad authority to the Chancellor, to the extent permissible, pursuant to the [Campus Management Flexibility Plan](#), which is incorporated by reference, to appoint and fix compensation for all senior positions. Any additional authority described herein that was not specifically delegated previously, is hereby specifically delegated to the Chancellor. The Chancellor may further delegate this authority and change any such sub-delegations, if/as appropriate, provided records of any and all sub-delegations are maintained in the office of the Assistant Secretary to the Board of Trustees.

III. DELEGATIONS FOR CAPITAL IMPROVEMENT PROJECTS

- Pursuant to [The Code of the Board of Governors of the University of North Carolina, Appendix 1, Section VI](#), and the [University of North Carolina Policy Manual 600.1.1](#), the Board of Trustees has been delegated the authority to approve capital improvement projects that are funded entirely with non-General Fund money that are projected that cost less than \$750,000, and pursuant to [Board of Trustees action on March 17, 2020](#), delegates that authority to the Chancellor.

The Attached Exhibit I: Delegated Authority Table ("Table") is incorporated herein by reference and all authorities are delegated and sub-delegated as indicated therein, provided that the text of this Resolution shall control in the event of any inconsistency between the Table and the Resolution.

Any authority delegated to the Chancellor in this Resolution or Table may be further delegated provided records of any and all sub-delegations are maintained in the office of the Assistant Secretary to the Board

of Trustees and any sub-delegation of authority to sign contracts is made in compliance with [Regulation 01.10.01 “Delegation of Authority to Sign Contracts—Interim”](#) as it may be amended.

Notwithstanding any other provision authorized by the Board of Trustees, all authority that has been delegated to the Board of Trustees and has not been expressly identified and further delegated in this Resolution or Table is hereby vested in the authority of the Board of Trustees.

EXHIBIT 1: DELEGATED AUTHORITY TABLE

Source	Authority	Delegation	Source	Sub-Delegation	Source
Powers Delegated by the General Assembly					
N.C. Gen. Stat. § 116-36(a).	The board of trustees of each constituent institution shall establish and maintain, pursuant to such terms and conditions, uniformly applicable to all constituent institutions, as the Board of Governors of the University of North Carolina may from time to time prescribe, an endowment fund for the constituent institution.				
N.C. Gen. Stat. § 116-40.6(b)	With respect to the Medical Faculty Practice Plan, the Board of Trustees of ECU shall adopt the policies, procedures, rules and/or regulations governing employment (including compensation, benefits, hours, due process),	Chancellor			
N.C. Gen. Stat. § 116-40.6(c)	With respect to the Medical Faculty Practice Plan, the Board of Trustees of ECU shall adopt the policies, procedures, rules and/or regulations governing purchasing requirements (including proposals, bidding, contract negotiations, etc.)	Chancellor			
N.C. Gen. Stat. § 116-40.6(d)	With respect to the Medical Faculty Practice Plan, the Board of Trustees of ECU shall adopt the policies, procedures, rules and/or regulations governing property acquisition and disposal	Chancellor			
N.C. Gen. Stat. § 116-40.6€	With respect to the Medical Faculty Practice Plan, the Board of Trustees of ECU shall adopt the policies, procedures, rules and/or regulations governing property construction.	Chancellor			

N.C. Gen. Stat. § 116-219	Board of Governors is authorized to purchase contracts of insurance or create self-insurance trusts, or a combination of the two insurance models, to provide individual healthcare providers with coverage against claims of personal tort liability based on conduct within the course and scope of healthcare functions undertaken by such individuals as employees, agents, or offices of ECU as a constituent institution of UNC	Chancellor			
N.C. Gen. Stat. § 116-40.6	Board of Trustees is given authority over various aspects of Medical Faculty Practice Plan	Chancellor			
Powers Delegated by the Board of Governors or President					
The Code, Appendix 1, Section I	Campuses with Management Flexibility will appoint, promote, and set the compensation for EHRA employees, excluding the Chancellor.	Chancellor	BOT Approved 3/22/02 Plan for Management Flexibility to Appoint and Fix Compensation (smaller).pdf (ecu.edu)	Provost & Vice Chancellors	https://attorney.ecu.edu/wp-content/uploads/sites/158/2019/05/Delegations-of-Contract-Signatory-Authority-from-the-Chancellor.pdf Delegation of Authority to Sign Contracts – Interim
UNC Policy Manual 200.6 and 600.3.4	Expanded Authority for certain EHRA Salary Actions	Chancellor	Board of Trustees Minutes Sept. 30, 2016	Certain members of the Chancellor's direct reports	Salary Increase Pre-Approval Matrix

			<p>the ECU BOT delegated to the Chancellor certain salary actions for Employees Exempt from the State Human Resources Acts (EHRA).</p> <p>Resolution and Salary Increase Pre-Approval Matrix</p>		
<p>UNC Policy Manual 300.1.1 and 300.2.1</p>	<p>Discontinuations of SAAO Tier II and IRIT employment</p>	<p>Chancellor</p>	<p>UNC Policy Manual 300.1.1 and 300.2.1 (and BOT minutes from September 10, 2021)</p>	<p>Vice Chancellors, Director of Athletics, Chief of Staff</p>	<p>Chancellor's Delegation of Authority for Personnel Actions Involving Employees Exempt from the State Human Resources Act (EHRA) memo dated August 31, 2021</p>
<p>The Code, Appendix 1, Section 1.D.</p>	<p>Chancellor Selection</p>				
<p>The Code, Appendix 1, Section II</p>	<p>The board of trustees shall be responsible for ensuring the institution's compliance with the educational, research, and public service roles assigned to it by the Board of</p>				

	Governors, either by express directive or by promulgated long-range plans of the Board of Governors.				
The Code, Appendix 1, Section III	The board of trustees will determine whether an individual student shall be entitled to receipt of a particular degree.				
The Code, Appendix 1, Section IV.	The board of trustees will be responsible for approving the names of all individuals on whom it is proposed that an honorary degree or other honorary or memorial distinction be conferred by the institution.				
The Code, Appendix 1, Section V.	The board of trustees shall advise the chancellor with respect to budget estimates for the institution and with respect to the execution and administration of the budget of the constituent institution, as approved by the General Assembly and the Board of Governors.				
The Code, Appendix 1, Section VI	The board of trustees has been delegated the authority to prepare and maintain a master plan for the physical development of the institution, consistent with the academic and service mission of the institution as defined and approved by the Board of Governors.				
	The board of trustees has been delegated the authority to approve capital improvement	Chancellor	BOT Minutes March 17, 2020		

<p>The Code, Appendix 1, Section VI.</p> <p>The UNC Policy Manual, 600.1.1</p>	<p>projects that are funded entirely with non-General Fund money that are projected to cost less than \$750,000.</p>		<p>BOT delegates to the Chancellor, in consultation with the BOT Finance Committee chair, approval of non-General Fund repair and/or renovation projects whose cost is expected to be less than \$750,000 and report at each Board of Trustees meeting actions taken since the last meeting.</p>		
<p>The Code, Appendix 1, Section VI.</p> <p>The UNC Policy Manual, 600.1.1</p>	<p>The board of trustees has been delegated the authority to approve advance planning of capital improvement projects, where the advance planning effort is to be funded entirely with non-General Fund money.</p>				
<p>The Code, Appendix 1, Section VI.</p>	<p>The board of trustees have been delegated the power to authorize acquisition or disposition by the institutions of the following interests in real property without</p>	<p>Chancellor</p>	<p>UNC Policy Manual 600.1.3 [R]</p>	<p>Vice Chancellor for Administration and Finance</p>	<p>https://attorney.ecu.edu/wp-content/uploads/sites/158</p>

UNC Policy Manual 600.1.3	<p>obtaining approval of the Board of Governors:</p> <ol style="list-style-type: none"> 1. Any interest in real property, other than a leasehold, with a value less than \$500,000; and 2. A leasehold interest in real property with an annual value less than \$500,000 and a term of not more than 10 years. 		<p>The Chancellor is delegated the authority to authorize for their institutions acquisition or disposition of an interest in real property valued at less than \$50,000 (\$150,000 per management flex) without obtaining the approval of the Board of Trustees or the Board of Governors.</p>		<p>/2019/05/Delegations-of-Contract-Signatory-Authority-from-the-Chancellor.pdf</p> <p>Delegation of Authority to Sign Contracts – Interim</p>
<p>The Code, Appendix 1, Section IX.</p>	<p>The boards of trustees of the constituent institutions shall cause to be collected from each student, at the beginning of each semester, quarter, or term, such tuition, fees, and other amounts necessary to pay other expenses for the term, as have been approved by the Board of Governors. [See G.S. 116-11(7) and G.S. 116-143]</p>				
<p>The Code, Appendix 1, Section X.</p>	<p>All scholarships and other forms of financial aid to students which are limited in their application to or are supported from sources generated by an individual campus shall be administered by the constituent institution pursuant to such regulations as may be prescribed by the board of trustees and</p>				

	subject to the terms of any applicable laws and to policies of the Board of Governors.				
The Code, Appendix 1, Section XI.	<p>Each board of trustees, upon recommendation of the chancellor, shall determine the type, level, and extent of student services (such as health care, athletic programs, and counseling) to be maintained for the benefit of students at the institution, subject to general provisions concerning types and levels of student services as may be prescribed by the Board of Governors.</p>				
Powers Delegated Through Special Responsibility Constituent Institution or Management Flexibility Status					
The UNC Policy Manual, 600.3.4	<p>Simultaneous with the president's authorization of an institution's management flexibility plan, the board of trustees of that institution is also delegated the authority for the following personnel actions, which it may further delegate to the chancellor and may authorize the chancellor to further delegate on a limited basis.</p> <ol style="list-style-type: none"> 1. Establish faculty salary ranges within different academic disciplines, based on relevant data. 2. Appoint and fix the compensation for faculty awarded the designation of Distinguished Professors. 3. Establish IRPS positions and salary ranges. 	Chancellor	BOT Approved 3/22/02 Plan for Management Flexibility to Appoint and Fix Compensation (smaller).pdf (ecu.edu)		



Finance and Facilities Committee
September 9, 2021

Agenda Item:	V. Leases
Responsible Person:	Stephanie Coleman, VC Admin & Finance
Action Requested:	Approval
Notes:	N/A



MEMORANDUM

TO: Stephanie Coleman
FROM: Kevin Carraway
DATE: Friday, August 27, 2021
SUBJECT: Request ECU Board of Trustees Approval to Enter New Sublease Agreement by Disposition at 517 Moye Blvd.

Request ECU Board of Trustees approval on one property matter:

ECU Physicians wishes to enter a new Sublease Lease Agreement by Disposition between East Carolina University, State of North Carolina and Vidant Medical Group, LLC for 6,125 SF of the premises for plastic services in the space currently occupied by ECU Physicians located in the Moye Medical Building II, 3rd Floor, 517 Moye Boulevard. Vidant Medical Group will sublease the 6,125 SF as well as the nonexclusive right to use in common with others those common areas on the 3rd Floor, totaling 1,498 square feet.

Initial Term: The sublease term shall begin September 15, 2021 ending December 31, 2022 for a period of sixteen months. This revise term will allow the sublease agreement to mirror the Master lease agreement's yearly terms.

Renewal: The term of this Sublease will automatically renew on the same terms and conditions and have 3% annual rent increases until December 31, 2024. The sublease will have 2.5% yearly increases for years 2025-2030.

Rental for the Sublease:

- Partial term: effective 9/15/2021 ending 12/31/2021 the rate will be \$16,500.50 each month.
- Year One term: effective 1/1/2022 and ending 12/31/2022, at the annual rate of \$203,946.20 or \$16,995.52/month. (3% escalator)

Lease proceeds shall be deposited by the Brody School of Medicine.

The lease has been approved by the ECU Physicians Property Review Committee and the Dean, Brody School of Medicine.

cc: Robert LaGessee



**Athletics & Advancement Committee
September 9, 2021**

Agenda Item: III.B. Endowment Fund Board
Appointment

Responsible Person: Chris Dyba
Vice Chancellor for
University Advancement

Action Requested: Approval

Notes:

Proposed Motion:

I move that the committee recommend for appointment by the full board, Mr. John May of Chicago, IL, to serve a three-year term on the



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252-328-9578 office | 252-328-0922 fax | www.ecu.edu/give

August 30, 2021

To: ECU Endowment Fund Board

From: Christopher Dyba

Re: Member nomination

At the recommendation of the ECU Foundation Investment Committee, I submit the nomination of John May (Chicago, IL) to serve a three-year term on the ECU Endowment Board. John currently serves as Vice Chair of the ECU Foundation Investment Committee.

John May is the Founder and Managing Partner of CORE Industrial Partners, a Chicago-based private equity firm with over \$700 million in assets under management (AUM) that invests in lower middle market manufacturing and industrial technology companies.

Thank you