



AGENDA
Budget, Finance, & Infrastructure Committee
February 15, 2024

- | | | |
|------|--|-------------|
| I. | Approval of Minutes November 30, 2023 | Action |
| II. | Metrics | Information |
| III. | Quarterly budget update | Information |
| IV. | FY23 Financial Review and Other KPI's | Information |
| V. | Design Team for Medical Examiner Facility | Action |
| VI. | Information Items | |
| | A. Comprehensive Budget Report | |
| | B. EHRA Employee Salary Adjustments | |
| | C. Pension Spiking | |
| | D. Major Capital Projects update | |
| | E. Board of Governors submissions since last meeting | |
| | F. Designer Selection approval since last meeting | |
| | G. Board of Trustees delegated projects since last meeting | |
| | H. Annual Board of Trustees D&I Report | |
| VII. | Other | |



Meeting of the Board of Trustees
Budget, Finance, & Infrastructure Committee
February 15, 2024

AGENDA ITEM

- I. Approval of Minutes..... Van Isley
Chair- Budget, Finance, and Infrastructure Committee

Situation: Approval of the minutes from the most recent committee meeting.

Background: N/A

Assessment: N/A

Action: This item requires a vote by the committee, with a vote by the full Board of Trustees through the consent agenda.

Minutes from the Budget, Finance, and Infrastructure Committee
November 30, 2023 – Main Campus Student Center and Online Meeting

The Budget, Finance, and Infrastructure Committee of the ECU Board of Trustees met in person on November 30, 2023.

Committee members present: Van Isley, Cassie Burt, Dave Fussell, Carl Rogers, Scott Shook
A quorum was established.

Trustee Van Isley, Chair of the Committee, convened the meeting at 2:20 p.m. Mr. Isley read the conflict-of-interest provisions as required by the State Government Ethics Act and asked if anyone would like to declare or report an actual or perceived conflict. None were reported.

Mr. Isley asked for the approval of the minutes of the September 28, 2023, committee meeting. Mr. Shook motioned approval and Ms. Burt seconded the motion. The minutes were approved with no negative votes.

Action Items

Minutes: The minutes of the Budget, Finance, and Infrastructure committee meeting were approved with no changes.

All Funds Budget Quarterly Report: Ms. Coleman, VC for Administration and Finance, provided 1st quarter 2024 budget compared to actuals.

Tuition and Fee Proposal: Ms. Coleman presented the item as detailed in board materials. Mr. Shook moved to approve the item and requested inclusion on the consent agenda at the full board meeting on November 30, 2023. Ms. Burt seconded. The motion passed with no negative votes.

ECU Health Physicians Lease: Ms. Coleman presented the item as detailed in board materials. Mr. Shook moved to approve the item and requested inclusion on the consent agenda at the full board meeting on November 30, 2023. Ms. Burt seconded. The motion passed with no negative votes.

Advance Planning -Residence Hall Rooftop Units: Ms. Coleman presented the item as detailed in board materials. Mr. Shook moved to approve the item and requested inclusion on the consent agenda at the full board meeting on November 30, 2023. Ms. Burt seconded. The motion passed with no negative votes.

Informational Items

Mr. Isley asked the committee for concerns about items included in the informational items listed in board materials. There were none.

Other Business

There was no other business to discuss, and the committee meeting was adjourned at 2:55 PM.

Respectfully submitted,

Rhonda Jordan



AGENDA ITEM

II. MetricsStephanie Coleman
Vice Chancellor Administration & Finance

- Situation:** Financial metrics for university.
- Background:** State expenditures, tuition receipts and change in unrestricted fund balances are key performance indicators.
- Assessment:** No issues are identified for 2nd quarter ending of fiscal year 2024.
- Action:** This item is for information only.



AGENDA ITEM

III. All Funds Budget Quarterly ReportStephanie Coleman
Vice Chancellor for Administration and Finance

Situation: All funds budget before elimination entries compared to 2nd quarter actuals and previous year 2nd quarter.

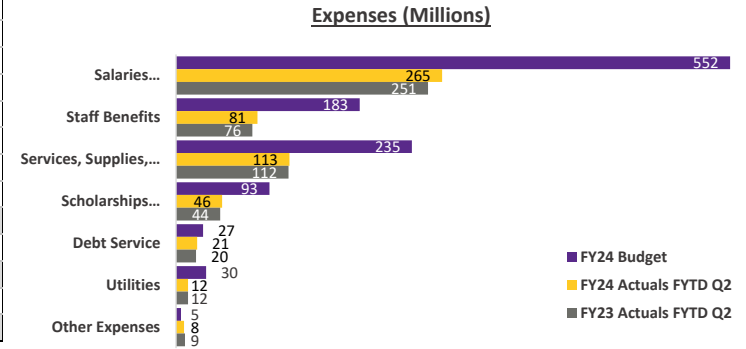
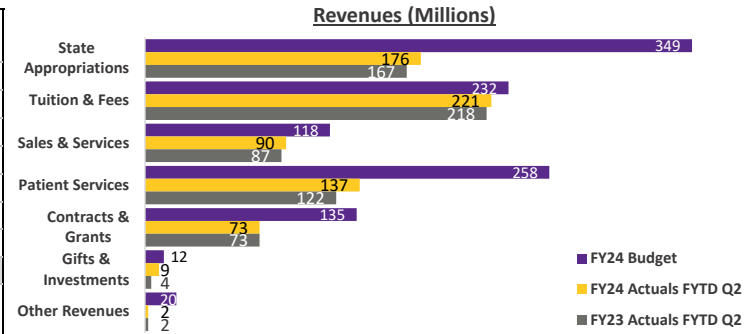
Background: BOT approves budget each Spring for the upcoming fiscal year that begins on July 1. Fiscal year 2023-24 is the 2nd fiscal year with an all funds budget.

Assessment: Budget vs. Actual for 2nd quarter of fiscal year 2024 does not reflect any concerns.

Action: This item is for information only.

FY24 Q2 All Funds Budget and Actuals- University Level

		FY24 Budget	FY24 Actuals FYTD Q2	Current Year %	FY23 Actuals FYTD Q2	Change %
Revenues	State Appropriations	349,181,977	176,100,000	50.43%	166,500,000	6%
	Tuition & Fees	231,946,314	220,986,977	95.28%	217,645,095	2%
	Sales & Services	117,611,995	89,972,934	76.50%	86,982,435	3%
	Patient Services	257,594,189	137,141,690	53.24%	122,438,142	12%
	Contracts & Grants	134,538,850	72,872,431	54.16%	73,445,356	-1%
	Gifts & Investments	11,712,198	9,088,214	77.60%	4,491,236	102%
	Other Revenues	20,152,575	1,976,094	9.81%	1,903,632	4%
Revenues Total		1,122,738,098	708,138,340	63.07%	673,405,896	5%
Expenses						
Expenses	Salaries and Wages	551,968,454	265,175,265	48.04%	250,949,670	6%
	Staff Benefits	183,253,888	80,930,591	44.16%	76,400,690	6%
	Services, Supplies, Materials	234,986,793	112,683,422	47.95%	112,272,225	0%
	Scholarships & Fellowships	93,177,730	45,654,069	49.00%	43,912,637	4%
	Debt Service	27,257,680	21,080,608	77.34%	20,252,698	4%
	Utilities	30,277,077	11,670,399	38.55%	11,708,371	0%
	Other Expenses	4,657,498	7,803,337	167.54%	9,149,197	-15%
Expenses Total		1,125,579,120	544,997,691	48.42%	524,645,488	4%
Net Transfer		(10,179,714)	(171,627)	1.69%	1,542,130	-111%
Change in Fund Balance		(13,020,736)	162,969,022		150,302,538	





AGENDA ITEM

IV. FY23 Financial Review and Other KPI's

Stephanie Coleman
Vice Chancellor for Administration and Finance

- Situation:** Provide highlights from FY23 Audited Financial Statements, other key performance indicators, and budget process for fiscal year 2025
- Background:** A financial statement audit is conducted annually by the NC State Auditor. The financial statement data are used to calculate various key performance indicators along with other nonfinancial data.
- Assessment:** FY23 financial statement audit received an unqualified opinion from the NC State Auditor.
- Action:** This item is for information only.

Board of Trustees Financial Performance Fiscal Year 2023

EAST CAROLINA UNIVERSITY



ECU[®]

Audit Results FY 2023

STATE OF NORTH CAROLINA
Office of the State Auditor



Beth A. Wood, CPA
State Auditor

20601 Mail Service Center
Raleigh, NC 27699
Telephone: (919) 807-7500
Fax: (919) 807-7647
www.auditor.nc.gov

INDEPENDENT AUDITOR'S REPORT

Board of Trustees
East Carolina University
Greenville, North Carolina

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the business-type activities and fiduciary activities of East Carolina University (University), a constituent institution of the multi-campus University of North Carolina System, which is a component unit of the State of North Carolina, and its discretely presented component unit, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the University's basic financial statements as listed in the table of contents.

In our opinion, based on our audit and the report of the other auditors, the accompanying financial statements present fairly, in all material respects, the respective financial position of the business-type activities and fiduciary activities of East Carolina University, and its discretely presented component unit, as of June 30, 2023, and the respective changes in financial position and, where applicable, cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

We did not audit the financial statements of East Carolina University Foundation, Inc. and Consolidated Affiliates, the University's discretely presented component unit. Those financial statements were audited by other auditors whose report thereon has been furnished to us, and our opinions, insofar as they relate to the amounts included for East Carolina University Foundation, Inc. and Consolidated Affiliates, are based solely on the report of the other auditors.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* (GAGAS), issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required

- NC State Auditor issued unqualified opinion
- No management letter comments or findings
- No material weaknesses in internal control over financial reporting



Condensed Statement of Net Position

(Dollars in Thousands)

	2023	Restated 2022	Change	Percent Change
Assets				
Current Assets	\$ 467,042	\$ 437,310	\$ 29,732	7%
Capital Assets, Net	1,276,886	1,294,248	(17,362)	-1%
Other Noncurrent Assets	153,758	142,218	11,540	8%
Total Assets	<u>1,897,686</u>	<u>1,873,776</u>	<u>23,910</u>	<u>1%</u>
Deferred Outflows of Resources	<u>218,260</u>	<u>182,081</u>	<u>36,179</u>	<u>20%</u>
Liabilities				
Current Liabilities				
Long-Term Liabilities - Current Portion	33,661	35,198	(1,537)	-4%
Other Current Liabilities	63,586	66,143	(2,557)	-4%
Total Current Liabilities	<u>97,247</u>	<u>101,341</u>	<u>(4,094)</u>	<u>-4%</u>
Noncurrent Liabilities				
Long-Term Liabilities, Net	1,121,776	1,213,588	(91,812)	-8%
Other Noncurrent Liabilities	15,196	17,494	(2,298)	-13%
Total Noncurrent Liabilities	<u>1,136,972</u>	<u>1,231,082</u>	<u>(94,110)</u>	<u>-8%</u>
Total Liabilities	<u>1,234,219</u>	<u>1,332,423</u>	<u>(98,204)</u>	<u>-7%</u>
Deferred Inflows of Resources	<u>308,894</u>	<u>328,194</u>	<u>(19,300)</u>	<u>-6%</u>
Net Position				
Net Investment in Capital	882,956	871,449	11,507	1%
Restricted	151,669	140,926	10,743	8%
Unrestricted	(461,792)	(617,135)	155,343	-25%
Total Net Position	<u>\$ 572,833</u>	<u>\$ 395,240</u>	<u>\$ 177,593</u>	<u>45%</u>

Assets and deferred outflows of resources increased by \$60 million (3%)

Liabilities and deferred inflows of resources decreased by \$117.5 million (-7%)

Net Position increased by \$177.6 million (45%)

Net Position

(Dollars in Thousands)

	2023	Restated 2022	Change	Percent Change
Net Position				
Net Investment in Capital	882,956	871,449	11,507	1%
Restricted	151,669	140,926	10,743	8%
Unrestricted	(461,792)	(617,135)	155,343	25%
Total Net Position	\$ 572,833	\$ 395,240	\$ 177,593	45%

Net Position

Adjusted for Pensions and Post Retirement Benefits Accounting Entries

	2023	Restated 2022	Change	Percent Change
Net Position Adjusted				
Net Investment in Capital	882,956	871,449	11,507	1%
Restricted	151,669	139,126	12,543	9%
Unrestricted	350,468	320,477	29,991	9%
Total Adjusted Net Position	\$ 1,385,093	\$ 1,331,052	\$ 54,041	4%



Changes in the Statement of Revenues, Expenses, and Changes in Net Position

(Dollars in Thousands)

Operating revenues increased \$19.0 million (3%) from the prior year:

- *\$11.7 million increase in net sales and services*, due to increases in athletic sales, and sales and services of education related activities
- **Grants and contracts increased \$4.1 million** and reflect a continued increase in sponsor funding

Operating expenses increased of \$1.1 million (0.1%) from the prior year:

- *Supplies and services increased \$9.3 million*, due to increased expenses supplies and technology related purchases
- *Scholarships and fellowship expense decreased by \$22.9 million* primarily due to the decrease in payments to students related to Covid relief funding
- *Depreciation and amortization expense increased \$9.1 million*, mostly attributed to right-to-use subscription assets

Nonoperating revenues, net, increased \$9.4 million (2%) from the prior year:

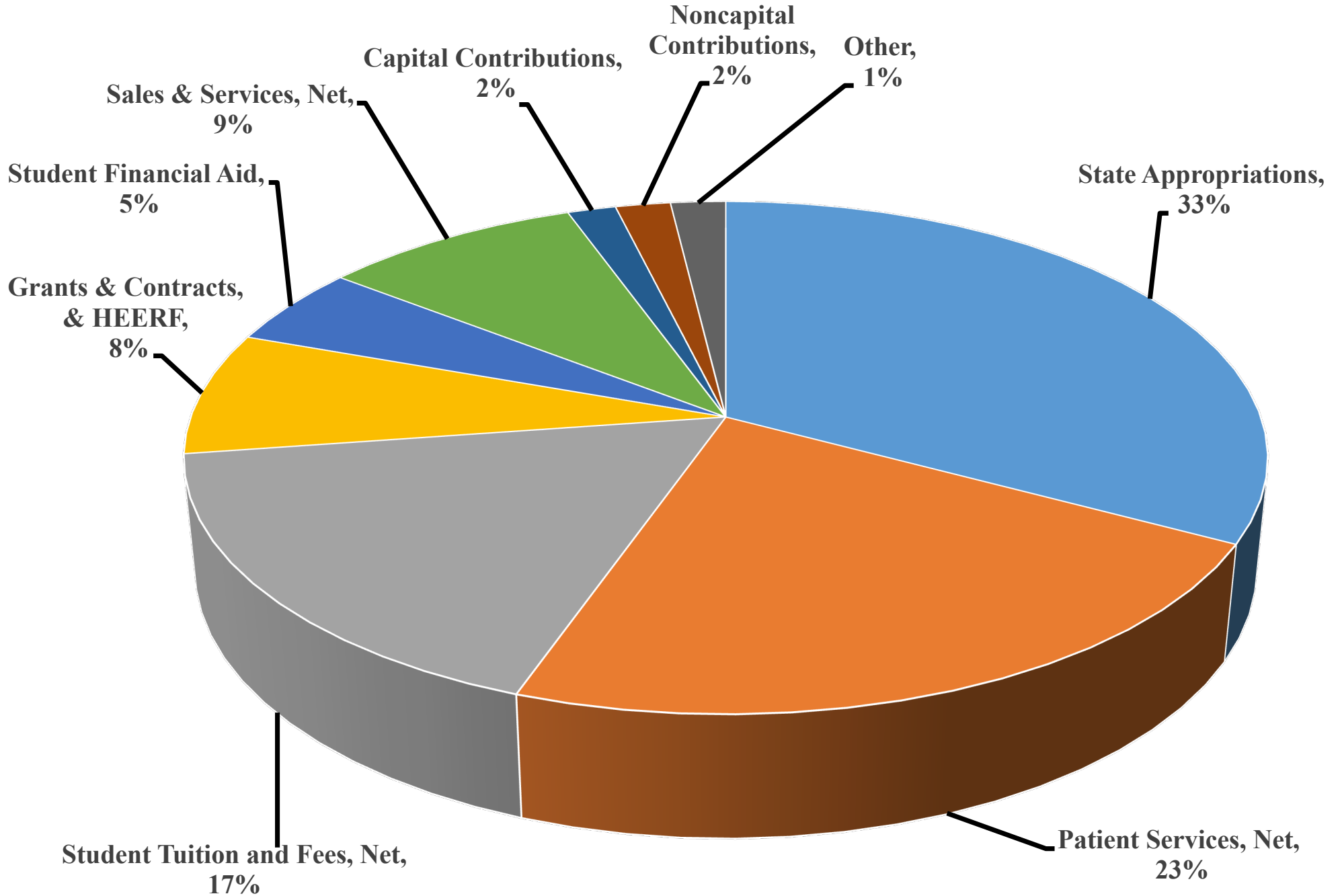
- *An increase of \$26.5 million in state appropriations*, is partially offset by a decrease in state aid funds for coronavirus of \$8.3 million.
- *A decrease of federal aid funds for coronavirus of \$31.0 million*, due to ending of coronavirus pandemic funding.
- *Capital contributions decreased \$18.0 million* due to the completion of the Life Sciences & Biotechnology building

	FY 2023	FY 2022
Operating Revenues and Expenses		
Operating Revenues	\$602,756	\$583,746
Operating Expense	892,920	891,772
Total Operating Loss	(290,164)	(308,026)
Net Nonoperating Revenues	447,232	437,831
Income (Loss) Before Other Revenues	157,068	129,805
Other Revenues	20,525	39,416
Change in Net Position	<u>\$177,593</u>	<u>\$169,221</u>
Net Position July 1	395,240	226,019
Change in Net Position (above)	177,593	169,221
Net Position June 30	<u>\$572,833</u>	<u>\$395,240</u>
Change in Net Position (%)	45%	75%



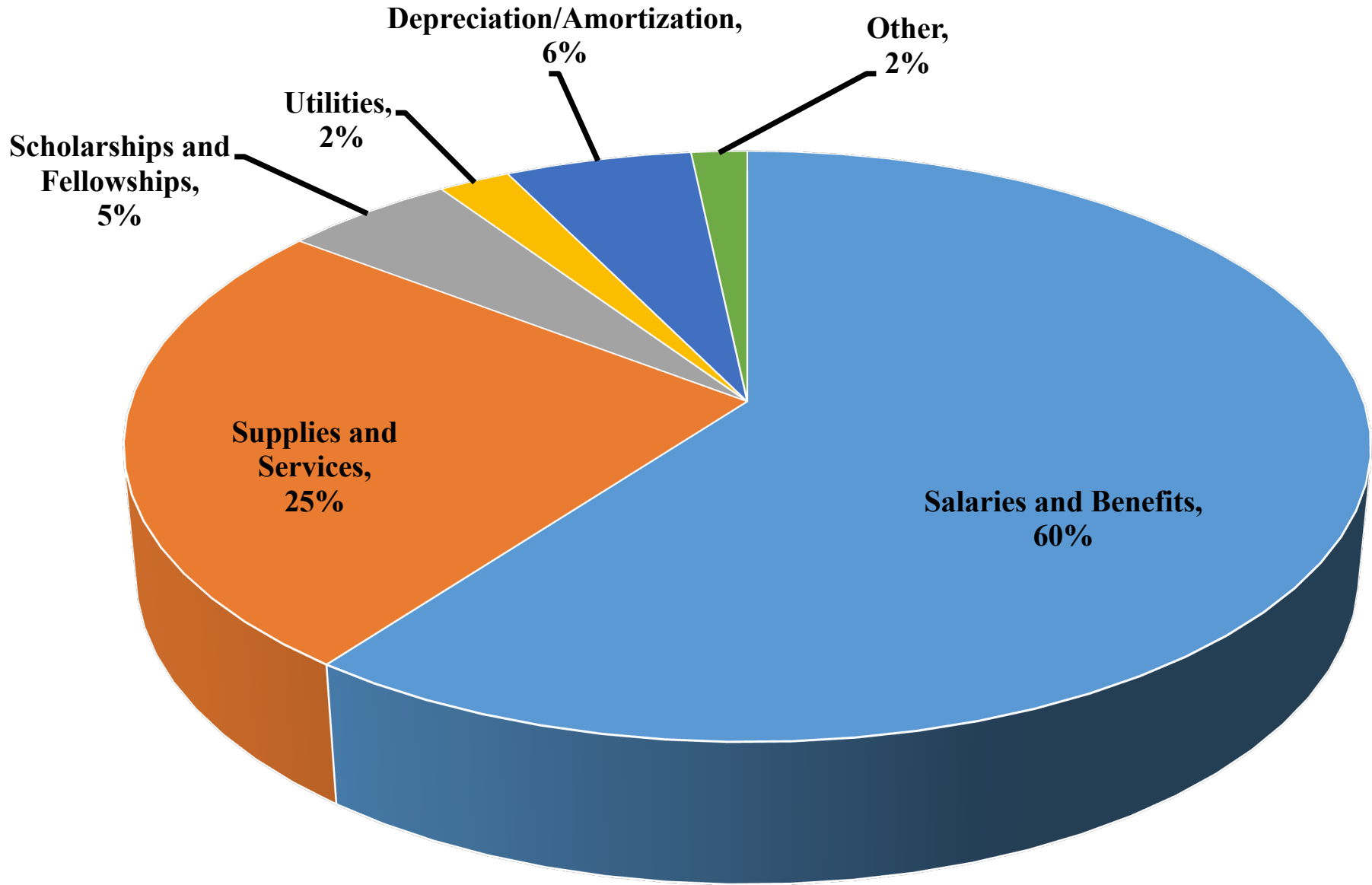
FY 2023 Total Revenues = \$1.084 Billion

(Operating + Nonoperating)

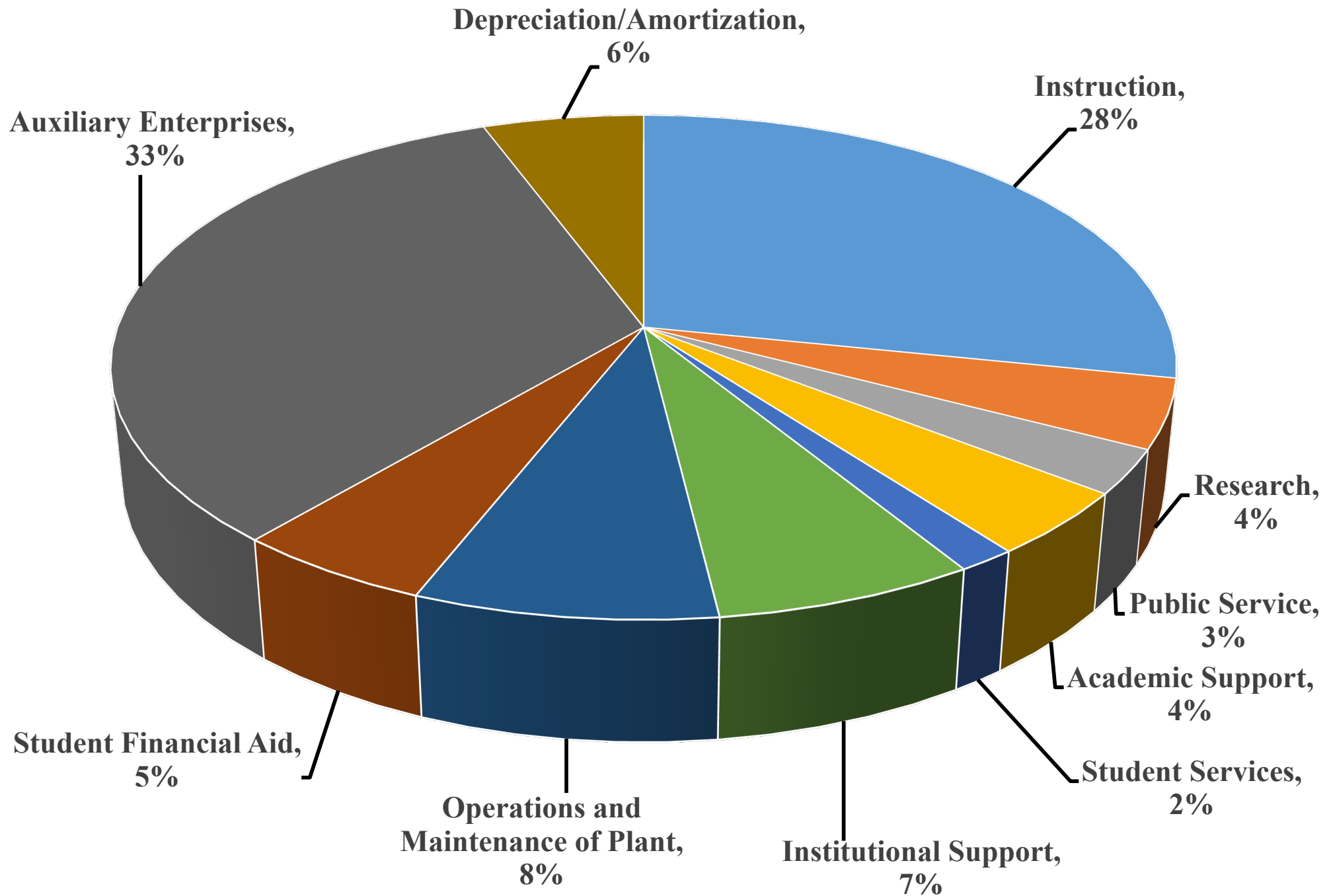


FY 2023 Total Expenses = \$906.3 Million

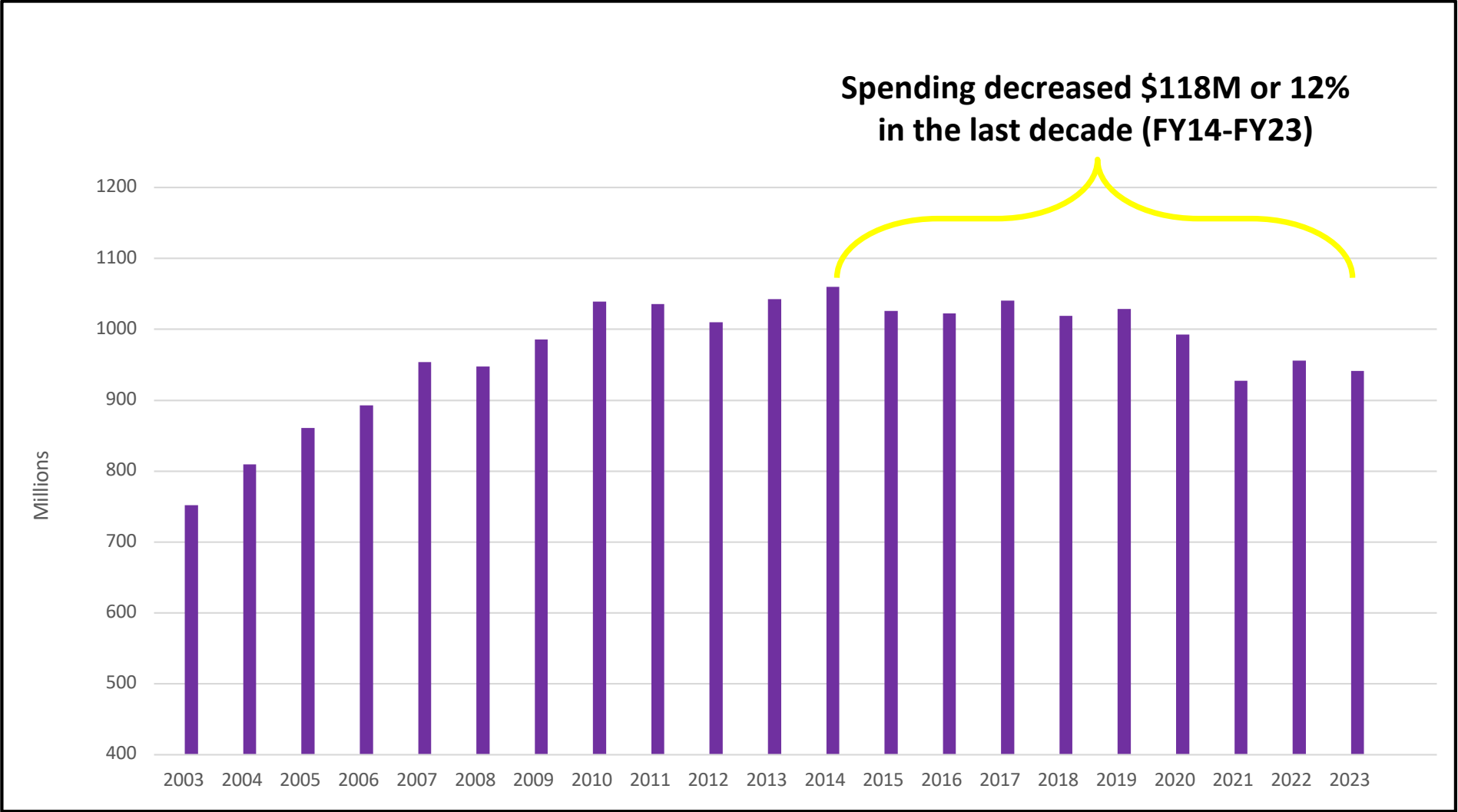
(Operating + Nonoperating)



FY 2023 Operating Expenses By Function = \$893 Million



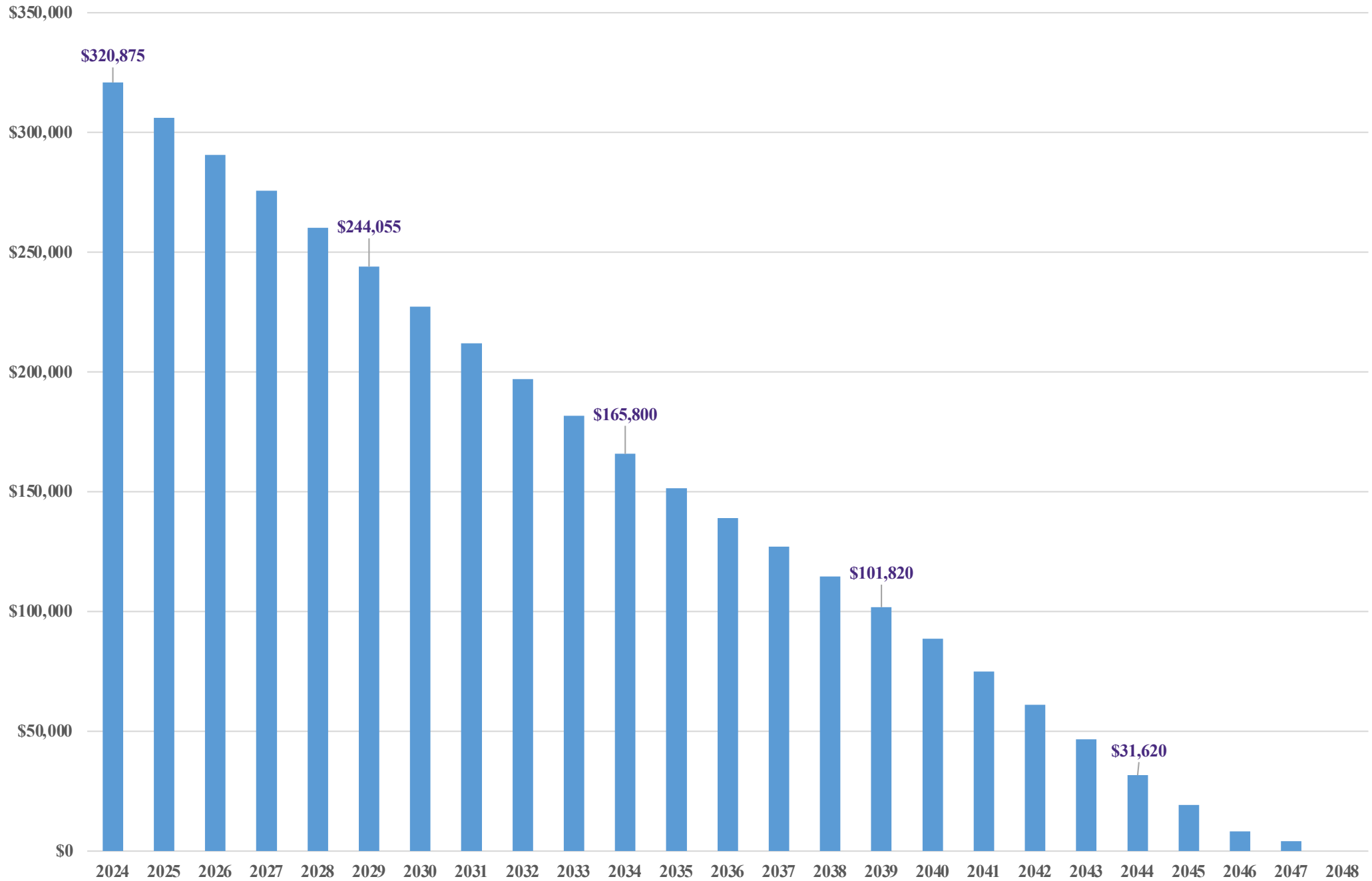
ECU Operating Expenses* over last 20 years adjusted for inflation (HEPI Index)



*Operating expenses before OPEB adjustments.

Long-Term Debt Outstanding Principal

Bonds + Notes (in \$000)



Financial Sustainability Assessment Tool



Financial Sustainability Assessment Tool

- Qualitative and quantitative metrics
- Provide warning signals
- Four Categories
 - Admissions/Enrollment
 - Retention/Completion
 - Financial/Fiscal Data
 - Workforce
- Different from UNC Performance Metrics



Admissions/Enrollment

	FY2021	FY2022	FY2023
Undergraduate Fall FTE	20,942	20,246	19,507
Graduate Fall FTE (includes Professional)	4,633	4,512	4,478
Net Revenue Tuition per Student FTE	\$7,069	\$7,544	\$ 7,819
Institutional Aid per Student FTE	\$1,838	\$1,971	\$2,045
State Support per Student FTE	\$12,481	\$13,636	\$14,831
Total First-Year Applications	20,313	21,898	21,383
First-Year Yield	23%	20%	19%

Reactions to KPIs:

- Continue to focus on undergraduate recruitment, enrollment and retention strategies
- Maintain graduate program stability to ensure increasing enrollment
- Evaluate the ROI of the increased institutional aid per student FTE
- Maintain positive financial trend in net revenue tuition per Student FTE



Retention/Completion

	FY2021	FY2022	FY2023
Second Year Retention Rate	81%	80%	82%
4-Year Completion Rate (from any University)	46.73%	47.09%	48.34%
Undergraduate Program Array Metric	12.1	10.8	11.0
Graduate Program Array Metric (Master's)	4.4	5.1	5.0
<i>Doctoral Program Array Metric</i>	3	2.3	2.7

Reactions to KPIs:

- Continue retention efforts
- Evaluate ongoing strategies to bolster positive trend in completion rates
- Explore program portfolio



Financial- Quantitative

	FY2021	FY2022	FY2023
Total Operating Margin Ratio	0.9%	7.8%	8.2%
Education & General Operating Margin Ratio	7.4%	11.8%	14.7%
Auxiliary Operating Margin Ratio	-1.6%	4.1%	1.2%
Primary Reserve Ratio	.48	.49	.53
Viability Ratio	0.99	1.13	1.31
Return on Net Assets Ratio	12%	4%	5%
Composite Financial Index	3.9	3.8	4.3
Cash on hand	119.21	136.48	149.31
Changes in Revenue from State Support	-5.0%	11.1%	8.0%

Response to KPIs:

- Overall, ECU's financial performance has improved
- Continue to closely monitor auxiliary operating margins to mitigate further decrease
- Both Primary Reserve Ratio and Viability Ratio trends indicate stable financial health; Continue to monitor reserves
- Maintain positive trend in Net Operating Revenues Ratio



Fiscal - Qualitative

Deferred Maintenance	Space Utilization	Facilities Conditions
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Reaction to KPI's

- Prioritize investments in nonstate facilities
 - Require auxiliaries to annually set aside capital improvement funds
 - Require auxiliaries to complete a 3-5 year capital plan
 - Housing master plan
- Prioritize investments in state facilities
 - Strong state support: \$4-5M in repairs and maintenance; additional funding for major comprehensive renovations and new buildings
 - University prioritizes carryforward and annual nonrecurring resources



Workforce Assessment

	FY2021	FY2022	FY2023
Student FTE/Faculty Ratio	14.05	13.81	13.30
Student FTE/Instructional Faculty Ratio	13.52	13.6	13.51
Student FTE/Non-Instructional (Staff) Ratio	6.7	6.8	6.6
Workforce Conditions	Healthy	Healthy	Healthy
Campus Climate	N/A	Good	N/A

Response to KPIs:

- Student FTE compared to faculty and staff have been relatively flat
- Overall solid mix of new and seasoned employees with an overall positive campus climate
- Area to focus is talent retention and recruitment
- Develop plans to foster talent development and enhance internal mobility

Note: Campus Climate based on 2022 Employee Engagement Survey; Not conducted in FY 2021 or 2023



UNC System
Performance- Weighted
Enrollment Funding



Performance-Weighted Enrollment Funding

- Impacts change in state appropriations
- Components
 - Enrollment Change (recurring)
 - Performance Funding (nonrecurring)

UNC System Performance Metrics

	2020 Baseline	2023 Stretch Goal	FY2021	FY2022	FY2023**
Four-Year Graduation Rate (from any university)	48.70%	54.74%	46.73%	47.09%	48.34%
Undergraduate Degree Efficiency	24.0	25.32	24.4	23.73	23.7
First Time Student Debt at Graduation*	\$ 17,018	-13.5% from 2020 baseline	\$ 14,645	\$ 13,159	\$ 12,610
Transfer Student Debt at Graduation*	\$ 14,546	-13.5% from 2020 baseline	\$ 12,708	\$ 10,430	\$ 9,957
Education and Related Expenses per Degree*	\$ 70,212	-12.01% from 2020 baseline	\$ 54,821	\$ 61,403	\$ 61,826
Research Productivity		\$ 75,654,572	\$ 70,892,062	\$77,488,131	\$ 77,732,227
Performance Weight			1.03%	1.78%	2.14%

*Inflation between 2020 and 2023 was 13.79% based on CPI minus food and fuel.

2020 baseline has been adjusted to 2023 dollars to calculate the 2023 performance factor; 2021 and 2022 actuals have not been adjusted.

** 2023 performance data are preliminary.

Reactions to KPIs:

- Annual improvements in overall performance weight



Budget Development



Monitoring Fiscal Health in Two Ways

All Funds Budget

- Modified cash-basis plan of operating activities of proposed income and expenses for the upcoming year
- Focuses on selected operating funds
- No adjustments for accrued liabilities, deferred revenue, etc.
- Uses recent trends and input from departments
- Inter-departmental activity included between units to reflect full transaction activity
- Internal sales and transfers are eliminated in the institution-wide all funds budget
- Budget targets set and monitored at campus departmental level

Comprehensive Annual Financial Report

- Accrual basis
- Comprehensive review of financial activity in the previous year and includes additional items such as agency funds, associated entities, and long-term liabilities.
- Follows the generally accepted accounting principles set by Governmental Accounting Standards Board (GASB) used by all state and local governments.
- Includes all fund types, including capital activities and donated funds within the ECU Foundation and its subsidiaries.
- Asset, liabilities, revenue, expenses and net position
- Used to benchmark to financial peers and industry.



All Funds Budget Development FY25

October 19, 2023	FY2025 All-Funds Budget Guidance from System Office issued
September 2023	Meetings with financial leaders in each Division
November 3, 2023	Provided campus guidelines
November 6, 2023	Began Anaplan training and providing access to budget development model in Anaplan
January 19, 2024	Budgets due to University Budget Office
Beginning February 26, 2024	Review and discussion of budgets with Chancellor
March 11, 2024	Final Budget Decisions
March 14, 2024	Final Budget Documents Completed
April 11, 2024	BOT Reviews Budget at meeting
May 1, 2024	All-Funds Budget Due to System Office
May 22, 2024	BOG Reviews Budget at meeting



All Funds Budget

Source	Description	Projections
General Fund	State appropriations, tuition, miscellaneous revenues Supports instruction, academic support, institutional support, student services, financial aid, etc.	FY24 budget plus anticipated salary and benefit increases, FY25 enrollment funding change
Auxiliary & Other Trust Funds	Self-supporting operations (housing, dining, parking, athletics, student health, campus recreation, ECU Physicians, Dental School Clinics, etc.) Student fees with minimal alternative revenues (SGA, Student Media, Ed Tech, Campus Safety, student programming, etc.) Other revenue generating activities- Child Development Lab, Study Abroad Programs, etc.	Department/Division budget officers projected budgets
Overhead Receipts	Federal Facilities and Administrative cost (F&A) receipts	Department/Division budget officers projected budgets
Restricted Trust Funds	Contracts and Grants Expendable resources from university endowments and professorships	Department/Division budget officers projected budgets



All Funds Budget Template

East Carolina University FY 2024-25 All-Funds Budget						
		General Fund	Auxiliary & Other Trust Funds	Overhead/F&A Receipts	Restricted Trust Funds	Total
Revenues	State Appropriations	\$ -	\$ -	\$ -	\$ -	\$ -
	Tuition & Fees	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>Less Discounts and Allowances</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	Sales & Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Patient Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Contracts & Grants	\$ -	\$ -	\$ -	\$ -	\$ -
	Gifts & Investments	\$ -	\$ -	\$ -	\$ -	\$ -
	Other Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues Total		\$ -	\$ -	\$ -	\$ -	\$ -
Expenses	Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
	Staff Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
	Services, Supplies, Materials, & Equip.	\$ -	\$ -	\$ -	\$ -	\$ -
	Scholarships & Fellowships	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>Less Discounts and Allowances</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
	Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
	Other Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses Total		\$ -	\$ -	\$ -	\$ -	\$ -
Net Transfers		\$ -	\$ -	\$ -	\$ -	\$ -
Change in Fund Balance			\$ -	\$ -	\$ -	\$ -



All Funds Budget

Colleges and Academics	Administrative Units	Auxiliaries
Academic Affairs	Advancement	Athletics
Each College	Business Affairs	Dining
School of Dental Medicine	Facilities	Housing
School of Medicine	Financial Aid	Parking
Library	Human Resources	Student Health
	Information Technology	Other
	Public Safety	
	Sponsored Research	
	Student Affairs	
	University Administration	



Questions





AGENDA ITEM

V. Request to approve Design Team
for the ECU Health Medical Examiner Complex

William Bagnell
Associate Vice Chancellor for Campus Operations

Situation: On January 19, 2024, the designer pre-selection committee for the above referenced project conducted interviews with four (4) firms who were shortlisted on a qualifications-based selection criterion as required by the State Building Commission. Interviews were conducted in-person.

Background: Based on the interviews and requirements of this project, the committee recommends the following four firms in prioritized order with CPL Architects and Engineers, P.C. being the top recommended firm.

CPL Architects and Engineers, P.C. Raleigh & Charlotte, NC
MHAworks, PA Greenville & Durham, NC
Becker Morgan Group, Inc. Wilmington, NC
Environments for Health (USA), P.C. (E4H) Charlotte, NC

Assessment: Board of Trustees approval of the recommended firm, CPL Architects and Engineers, P.C. is requested.

Action: This item requires a vote by the committee, with a vote by the full Board of Trustees through the consent agenda.

For Action: Request Approval for Design Team for ECU Health Medical Examiners Complex

On January 19, 2024, the designer pre-selection committee for the above referenced project conducted interviews with four (4) firms who were shortlisted on a qualifications-based selection criterion as required by the State Building Commission. Interviews were conducted in-person.

The committee consisted of:

William Bagnell - Associate Vice Chancellor for Campus Operations

Gina Shoemaker - Director, Facilities Engineering & Architectural Services

Griffin Avin - Director, Health Science Campus Facilities Services

Ainsley Thrailkill - Project Manager, Facilities Engineering & Architectural Services

Jay Walton - ECU Health Design & Construction

Garrett Theisen - ECU Health Design & Construction

David Harlow - ECU Health Office of the President

Craig Steffee - ECU Health Pathology

Based on the interviews and requirements of this project, the committee recommends the following four firms in prioritized order with CPL Architects and Engineers, P.C. being the top recommended firm.

CPL Architects and Engineers, P.C. Raleigh & Charlotte, NC

MHAWorks, PA Greenville & Durham, NC

Becker Morgan Group, Inc. Wilmington, NC

Environments for Health (USA), P.C. (E4H) Charlotte, NC

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

Board of Trustees approval of the recommended firm, CPL Architects and Engineers, P.C. is requested.





Meeting of the Board of Trustees
Budget, Finance, & Infrastructure Committee
February 15, 2024

AGENDA ITEM

VI-A. Comprehensive Budget Report

Stephanie Coleman
Vice Chancellor of Administration and Finance

Situation: Selective operating budgets compared to actuals.

Background: A financial report comparing budget to actual and prior year comparisons.

Assessment: No issues identified for FY24.

Action: This item is for information only.

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
State Funds						
Tuition Annual Revenues 16065						
On Campus	113,430,085	0	113,430,085	113,580,548	111,874,968	1,705,580
Distance Education	37,945,100	0	37,945,100	25,909,955	28,355,094	(2,445,139)
Summer Face-to-Face	2,007,087	0	2,007,087	3,820,068	504,971	3,315,097
***Total Tuition Annual Revenues 16065	153,382,272	0	153,382,272	143,310,571	140,735,033	2,575,538
Tuition Annual Revenues 16066						
School of Dental Medicine	5,695,863	0	5,695,863	4,882,094	4,697,215	184,879
Brody School of Medicine	6,845,447	0	6,845,447	7,409,916	6,743,916	666,000
***Total Tuition Annual Revenues 16066	12,541,310	0	12,541,310	12,292,010	11,441,131	850,879
Continuing Education Revenues	2,126,857	0	2,126,857	3,747,381	3,940,594	(193,213)
Appropriations 16065	264,583,003	0	264,583,003	131,400,000	124,000,000	7,400,000
Appropriations 16066	91,409,846	0	91,409,846	44,700,000	42,500,000	2,200,000
Other Miscellaneous Revenues	12,030,126	6,325,573	18,355,699	21,406,770	31,619,955	(10,213,185)
***Total State Funded Revenues	536,073,414	6,325,573	542,398,987	356,856,732	354,236,713	2,620,019
Total 16065 Operating Expenses	431,768,798	199,471	431,968,269	195,938,792	195,800,147	138,645
Total 16066 Operating Expenses	104,304,616	6,126,102	110,430,718	42,254,234	39,425,169	2,829,065
***Total State Funded Expenses	536,073,414	6,325,573	542,398,987	238,193,026	235,225,316	2,967,710

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Non-State Funds						
Academic Affairs						
College of Engineering Fee						
Beginning Fund Balance				1,226,517	1,224,675	1,842
Total Annual Revenues	850,000	0	850,000	780,975	767,744	13,231
Total Annual Expenses	1,105,211	0	1,105,211	424,818	471,802	(46,984)
Annual Operating Results	(255,211)	0	(255,211)	356,157	295,942	60,215
Net Transfers	(26,422)	0	(26,422)	(323,897)	(30,515)	(293,382)
Annual Operating Results Net Transfers	(281,633)	0	(281,633)	32,260	265,427	(233,167)
Ending Fund Balance				1,258,777	1,490,102	(231,325)
College of Business Professional Program						
Beginning Fund Balance				506,874	519,348	(12,474)
Total Annual Revenues	20,000	80,750	100,750	2,000	0	2,000
Total Annual Expenses	50,599	66,335	116,934	14,257	0	14,257
Annual Operating Results	(30,599)	14,415	(16,184)	(12,257)	0	(12,257)
Net Transfers	(3,098)	0	(3,098)	(110)	(375)	265
Annual Operating Results Net Transfers	(33,697)	14,415	(19,282)	(12,367)	(375)	(11,992)
Ending Fund Balance				494,507	518,973	(24,466)
Admissions						
Beginning Fund Balance				1,741,453	1,733,588	7,865
Total Annual Revenues	1,013,863	0	1,013,863	566,779	770,478	(203,699)
Total Annual Expenses	2,876,539	0	2,876,539	1,329,173	1,353,262	(24,089)
Annual Operating Results	(1,862,676)	0	(1,862,676)	(762,394)	(582,784)	(179,610)
Net Transfers	(51,867)	0	(51,867)	(27,406)	(22,490)	(4,916)
Annual Operating Results Net Transfers	(1,914,543)	0	(1,914,543)	(789,800)	(605,274)	(184,526)
Ending Fund Balance				951,653	1,128,314	(176,661)

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Performing Arts						
Beginning Fund Balance				279,269	348,902	(69,633)
Total Annual Revenues	89,000	0	89,000	36,293	46,385	(10,092)
Total Annual Expenses	88,950	0	88,950	26,459	67,873	(41,414)
Annual Operating Results	50	0	50	9,834	(21,488)	31,322
Net Transfers	(50)	0	(50)	(2)	0	(2)
Annual Operating Results Net Transfers	0	0	0	9,832	(21,488)	31,320
Ending Fund Balance				289,101	327,414	(38,313)
Administration and Finance						
lCard						
Beginning Fund Balance				677,360	711,031	(33,671)
Total Annual Revenues	119,000	0	119,000	78,497	46,639	31,858
Total Annual Expenses	99,489	0	99,489	24,237	112,226	(87,989)
Annual Operating Results	19,511	0	19,511	54,260	(65,587)	119,847
Net Transfers	0	0	0	(1,690)	(317)	(1,373)
Annual Operating Results Net Transfers	19,511	0	19,511	52,570	(65,904)	118,474
Ending Fund Balance				729,930	645,127	84,803
Campus Safety & Police						
Beginning Fund Balance				4,176,312	2,882,769	1,293,543
Total Annual Revenues	1,442,000	0	1,442,000	1,339,704	1,364,336	(24,632)
Total Annual Expenses	1,444,611	985,767	2,430,378	1,158,707	889,140	269,567
Annual Operating Results	(2,611)	(985,767)	(988,378)	180,997	475,196	(294,199)
Net Transfers	(1,474)	989,852	988,378	(7,992)	(135)	(7,857)
Annual Operating Results Net Transfers	(4,085)	4,085	0	173,005	475,061	(302,056)
Ending Fund Balance				4,349,317	3,357,830	991,487

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
ECU Purchasing Card						
Beginning Fund Balance				821,728	376,495	445,233
Total Annual Revenues	400,000	0	400,000	509,295	0	509,295
Total Annual Expenses	0	0	0	38	0	38
Annual Operating Results	400,000	0	400,000	509,257	0	509,257
Net Transfers	(400,000)	0	(400,000)	(800,000)	(171)	(799,829)
Annual Operating Results Net Transfers	0	0	0	(290,743)	(171)	(290,572)
Ending Fund Balance				530,985	376,324	154,661
Ed & Tech						
Beginning Fund Balance				9,606,211	8,893,317	712,894
Total Annual Revenues	10,200,000	0	10,200,000	8,927,974	9,051,807	(123,833)
Total Annual Expenses	10,021,001	0	10,021,001	6,485,734	5,600,210	885,524
Annual Operating Results	178,999	0	178,999	2,442,240	3,451,597	(1,009,357)
Net Transfers	(179,000)	0	(179,000)	(200,134)	(177,796)	(22,338)
Annual Operating Results Net Transfers	(1)	0	(1)	2,242,106	3,273,801	(1,031,695)
Ending Fund Balance				11,848,317	12,167,118	(318,801)
Minges						
Beginning Fund Balance				206,887	147,558	59,329
Total Annual Revenues	112,500	0	112,500	101,791	103,909	(2,118)
Total Annual Expenses	59,268	0	59,268	15,027	62,143	(47,116)
Annual Operating Results	53,232	0	53,232	86,764	41,766	44,998
Net Transfers	(51,732)	0	(51,732)	(50,220)	0	(50,220)
Annual Operating Results Net Transfers	1,500	0	1,500	36,544	41,766	(5,222)
Ending Fund Balance				243,431	189,324	54,107

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Parking and Transportation						
Beginning Fund Balance				13,720,516	12,373,277	1,347,239
Total Annual Revenues	3,633,854	0	3,633,854	2,989,666	2,910,962	78,704
Total Annual Expenses	2,689,124	0	2,689,124	1,111,308	795,356	315,952
Annual Operating Results	944,730	0	944,730	1,878,358	2,115,606	(237,248)
Net Transfers	(370,821)	0	(370,821)	(394,671)	(23,245)	(371,426)
Annual Operating Results Net Transfers	573,909	0	573,909	1,483,687	2,092,361	(608,674)
Ending Fund Balance				15,204,203	14,465,638	738,565
Printing and Graphics						
Beginning Fund Balance				1,271,778	1,062,784	208,994
Total Annual Revenues	2,132,364	0	2,132,364	1,077,422	1,092,412	(14,990)
Total Annual Expenses	2,201,379	0	2,201,379	933,495	1,016,318	(82,823)
Annual Operating Results	(69,015)	0	(69,015)	143,927	76,094	67,833
Net Transfers	(59,862)	0	(59,862)	(58,776)	(29,987)	(28,789)
Annual Operating Results Net Transfers	(128,877)	0	(128,877)	85,151	46,107	39,044
Ending Fund Balance				1,356,929	1,108,891	248,038
Student Stores						
Beginning Fund Balance				5,273,931	5,109,770	164,161
Total Annual Revenues	1,050,000	0	1,050,000	593,096	43,367	549,729
Total Annual Expenses	305,645	0	305,645	180,583	140,257	40,326
Annual Operating Results	744,355	0	744,355	412,513	(96,890)	509,403
Net Transfers	(751,253)	0	(751,253)	(832)	(1,262)	430
Annual Operating Results Net Transfers	(6,898)	0	(6,898)	411,681	(98,152)	509,833
Ending Fund Balance				5,685,612	5,011,618	673,994

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Vending						
Beginning Fund Balance				189,744	214,015	(24,271)
Total Annual Revenues	172,500	0	172,500	77,071	92,320	(15,249)
Total Annual Expenses	0	0	0	0	0	0
Annual Operating Results	172,500	0	172,500	77,071	92,320	(15,249)
Net Transfers	(215,000)	0	(215,000)	0	0	0
Annual Operating Results Net Transfers	(42,500)	0	(42,500)	77,071	92,320	(15,249)
Ending Fund Balance				266,815	306,335	(39,520)
Warehouse & Storerooms						
Beginning Fund Balance				973,461	962,284	11,177
Total Annual Revenues	35,000	0	35,000	379,139	564,952	(185,813)
Total Annual Expenses	27,778	0	27,778	375,238	483,216	(107,978)
Annual Operating Results	7,222	0	7,222	3,901	81,736	(77,835)
Net Transfers	(15,113)	0	(15,113)	(16,820)	(21,010)	4,190
Annual Operating Results Net Transfers	(7,891)	0	(7,891)	(12,919)	60,726	(73,645)
Ending Fund Balance				960,542	1,023,010	(62,468)
IT Maintenance and Infrastructure						
Beginning Fund Balance				3,677,034	3,432,999	244,035
Total Annual Revenues	113,272	0	113,272	65,423	42,571	22,852
Total Annual Expenses	283,562	0	283,562	104,241	137,269	(33,028)
Annual Operating Results	(170,290)	0	(170,290)	(38,818)	(94,698)	55,880
Net Transfers	213,498	0	213,498	(1,617)	202,166	(203,783)
Annual Operating Results Net Transfers	43,208	0	43,208	(40,435)	107,468	(147,903)
Ending Fund Balance				3,636,599	3,540,467	96,132

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Storm Damage						
Beginning Fund Balance				631,900	631,900	0
Total Annual Revenues	0	0	0	0	0	0
Total Annual Expenses	0	0	0	0	0	0
Annual Operating Results	0	0	0	0	0	0
Net Transfers	0	0	0	0	0	0
Annual Operating Results Net Transfers	0	0	0	0	0	0
Ending Fund Balance				631,900	631,900	0
Millennial Campus						
Beginning Fund Balance				2,870,090	2,764,793	105,297
Total Annual Revenues	168,161	0	168,161	86,551	42,274	44,277
Total Annual Expenses	0	0	0	0	0	0
Annual Operating Results	168,161	0	168,161	86,551	42,274	44,277
Net Transfers	0	0	0	0	(44)	44
Annual Operating Results Net Transfers	168,161	0	168,161	86,551	42,230	44,321
Ending Fund Balance				2,956,641	2,807,023	149,618
Athletics						
Athletics Operating				0	0	0
Beginning Fund Balance						
Total Annual Revenues	39,893,750	0	39,893,750	20,998,871	23,038,517	(2,039,646)
Total Annual Expenses	46,923,348	85,815	47,009,163	23,142,078	22,380,896	761,182
Annual Operating Results	(7,029,598)	(85,815)	(7,115,413)	(2,143,207)	657,621	(2,800,828)
Net Transfers	6,668,668	85,815	6,754,483	(323,370)	0	(323,370)
Annual Operating Results Net Transfers	(360,930)	0	(360,930)	(2,466,577)	657,621	(3,124,198)
Ending Fund Balance				(2,466,577)	657,621	(3,124,198)

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Marching Pirates						
Beginning Fund Balance				13,535	158,537	(145,002)
Total Annual Revenues	93,750	0	93,750	67,861	69,273	(1,412)
Total Annual Expenses	75,000	0	75,000	76,605	65,843	10,762
Annual Operating Results	----- 18,750	----- 0	----- 18,750	----- (8,744)	----- 3,430	----- (12,174)
Net Transfers	=====	=====	=====	=====	=====	=====
Annual Operating Results Net Transfers	----- 0	----- 0	----- 0	----- 0	----- 0	----- 0
Ending Fund Balance	----- 18,750	----- 0	----- 18,750	----- (8,744)	----- 3,430	----- (12,174)
Southside Stadium						
Beginning Fund Balance				2,944	77,786	(74,842)
Total Annual Revenues	3,712,775	0	3,712,775	3,319,549	3,347,528	(27,979)
Total Annual Expenses	3,626,775	86,000	3,712,775	2,474,265	2,610,860	(136,595)
Annual Operating Results	----- 86,000	----- (86,000)	----- 0	----- 845,284	----- 736,668	----- 108,616
Net Transfers	=====	=====	=====	=====	=====	=====
Annual Operating Results Net Transfers	----- 0	----- 0	----- 0	----- (295)	----- 0	----- (295)
Ending Fund Balance	----- 86,000	----- (86,000)	----- 0	----- 844,989	----- 736,668	----- 108,321
ESPN Media Rights						
Beginning Fund Balance				559,511	559,511	0
Total Annual Revenues	0	0	0	0	0	0
Total Annual Expenses	0	0	0	0	0	0
Annual Operating Results	----- 0	----- 0	----- 0	----- 0	----- 0	----- 0
Net Transfers	=====	=====	=====	=====	=====	=====
Annual Operating Results Net Transfers	----- 0	----- 0	----- 0	----- 0	----- 0	----- 0
Ending Fund Balance	----- 0	----- 0	----- 0	----- 559,511	----- 559,511	----- 0

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Chancellor						
Chancellors Discretionary						
Beginning Fund Balance				358,309	534,776	(176,467)
Total Annual Revenues	0	0	0	2,222	830	1,392
Total Annual Expenses	245,095	0	245,095	159,387	140,982	18,405
Annual Operating Results	(245,095)	0	(245,095)	(157,165)	(140,152)	(17,013)
Net Transfers	(4,905)	0	(4,905)	(6,490)	(4,727)	(1,763)
Annual Operating Results Net Transfers	(250,000)	0	(250,000)	(163,655)	(144,879)	(18,776)
Ending Fund Balance				194,654	389,897	(195,243)
Health Sciences						
ECU Physicians						
Beginning Fund Balance				73,461,819	78,845,524	(5,383,705)
Total Annual Revenues	252,613,255	2,889,335	255,502,590	129,228,427	111,198,416	18,030,011
Total Annual Expenses	255,910,472	1,820,777	257,731,249	127,045,036	118,628,807	8,416,229
Annual Operating Results	(3,297,217)	1,068,558	(2,228,659)	2,183,391	(7,430,391)	9,613,782
Net Transfers	(7,397,590)	0	(7,397,590)	(3,688,648)	(3,587,951)	(100,697)
Annual Operating Results Net Transfers	(10,694,807)	1,068,558	(9,626,249)	(1,505,257)	(11,018,342)	9,513,085
Ending Fund Balance				71,956,562	67,827,182	4,129,380
School of Dental Medicine						
Beginning Fund Balance				20,330,300	17,395,329	2,934,971
Total Annual Revenues	22,014,145	0	22,014,145	8,652,176	11,267,411	(2,615,235)
Total Annual Expenses	23,243,034	0	23,243,034	9,978,349	10,211,872	(233,523)
Annual Operating Results	(1,228,889)	0	(1,228,889)	(1,326,173)	1,055,539	(2,381,712)
Net Transfers	(374,450)	0	(374,450)	(361,770)	(302,391)	(59,379)
Annual Operating Results Net Transfers	(1,603,339)	0	(1,603,339)	(1,687,943)	753,148	(2,441,091)
Ending Fund Balance				18,642,357	18,148,477	493,880

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Comparative Medicine						
Beginning Fund Balance				403,884	371,978	31,906
Total Annual Revenues	705,000	0	705,000	345,631	345,356	275
Total Annual Expenses	864,882	0	864,882	336,804	314,580	22,224
Annual Operating Results	(159,882)	0	(159,882)	8,827	30,776	(21,949)
Net Transfers	(18,470)	0	(18,470)	(14,166)	(11,363)	(2,803)
Annual Operating Results Net Transfers	(178,352)	0	(178,352)	(5,339)	19,413	(24,752)
Ending Fund Balance				398,545	391,391	7,154
Research						
F&A						
Beginning Fund Balance				14,208,074	9,522,708	4,685,366
Total Annual Revenues	8,277,742	0	8,277,742	3,978,819	3,884,259	94,560
Total Annual Expenses	7,743,346	(102,505)	7,640,841	2,279,505	2,107,608	171,897
Annual Operating Results	534,396	102,505	636,901	1,699,314	1,776,651	(77,337)
Net Transfers	(783,790)	0	(783,790)	(473,576)	(500,194)	26,618
Annual Operating Results Net Transfers	(249,394)	102,505	(146,889)	1,225,738	1,276,457	(50,719)
Ending Fund Balance				15,433,812	10,799,165	4,634,647
Student Affairs						
Campus Recreation						
Beginning Fund Balance				6,462,453	6,511,643	(49,190)
Total Annual Revenues	6,128,482	0	6,128,482	5,420,353	4,933,553	486,800
Total Annual Expenses	5,654,673	0	5,654,673	2,424,481	2,449,750	(25,269)
Annual Operating Results	473,809	0	473,809	2,995,872	2,483,803	512,069
Net Transfers	(4,825,196)	0	(4,825,196)	(2,307,430)	(526,979)	(1,780,451)
Annual Operating Results Net Transfers	(4,351,387)	0	(4,351,387)	688,442	1,956,824	(1,268,382)
Ending Fund Balance				7,150,895	8,468,467	(1,317,572)

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Dining						
Beginning Fund Balance				2,443,875	1,128,485	1,315,390
Total Annual Revenues	30,323,120	0	30,323,120	29,503,445	26,830,351	2,673,094
Total Annual Expenses	27,860,801	0	27,860,801	19,267,878	16,396,191	2,871,687
Annual Operating Results	2,462,319	0	2,462,319	10,235,567	10,434,160	(198,593)
Net Transfers	(2,182,067)	0	(2,182,067)	(473,864)	(442,218)	(31,646)
Annual Operating Results Net Transfers	280,252	0	280,252	9,761,703	9,991,942	(230,239)
Ending Fund Balance				12,205,578	11,120,427	1,085,151
Housing						
Beginning Fund Balance				14,066,283	8,528,144	5,538,139
Total Annual Revenues	33,754,358	0	33,754,358	32,999,634	31,203,970	1,795,664
Total Annual Expenses	26,372,799	0	26,372,799	15,083,380	14,070,890	1,012,490
Annual Operating Results	7,381,559	0	7,381,559	17,916,254	17,133,080	783,174
Net Transfers	(8,326,775)	0	(8,326,775)	(4,832,847)	(901,330)	(3,931,517)
Annual Operating Results Net Transfers	(945,216)	0	(945,216)	13,083,407	16,231,750	(3,148,343)
Ending Fund Balance				27,149,690	24,759,894	2,389,796
Student Health						
Beginning Fund Balance				7,495,058	6,615,476	879,582
Total Annual Revenues	8,068,936	0	8,068,936	6,149,724	6,405,736	(256,012)
Total Annual Expenses	7,718,856	0	7,718,856	3,200,485	3,769,932	(569,447)
Annual Operating Results	350,080	0	350,080	2,949,239	2,635,804	313,435
Net Transfers	(417,982)	0	(417,982)	(539,876)	(439,905)	(99,971)
Annual Operating Results Net Transfers	(67,902)	0	(67,902)	2,409,363	2,195,899	213,464
Ending Fund Balance				9,904,421	8,811,375	1,093,046

Comprehensive University Operating Budget
 FYM810
 For DECEMBER FY 2024

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Student Unions						
Beginning Fund Balance				7,547,129	6,162,775	1,384,354
Total Annual Revenues	5,576,490	0	5,576,490	4,979,693	5,048,207	(68,514)
Total Annual Expenses	4,337,256	0	4,337,256	2,014,104	2,109,437	(95,333)
Annual Operating Results	1,239,234	0	1,239,234	2,965,589	2,938,770	26,819
Net Transfers	(1,029,397)	0	(1,029,397)	(1,324,646)	(409,524)	(915,122)
Annual Operating Results Net Transfers	209,837	0	209,837	1,640,943	2,529,246	(888,303)
Ending Fund Balance				9,188,072	8,692,021	496,051
Transit						
Beginning Fund Balance				1,088,546	567,981	520,565
Total Annual Revenues	4,827,500	0	4,827,500	3,757,905	3,387,154	370,751
Total Annual Expenses	4,785,703	0	4,785,703	2,188,074	2,221,905	(33,831)
Annual Operating Results	41,797	0	41,797	1,569,831	1,165,249	404,582
Net Transfers	(26,871)	0	(26,871)	320,660	(15,585)	336,245
Annual Operating Results Net Transfers	14,926	0	14,926	1,890,491	1,149,664	740,827
Ending Fund Balance				2,979,037	1,717,645	1,261,392
Student Activities Board						
Beginning Fund Balance				1,197,130	1,148,432	48,698
Total Annual Revenues	459,375	0	459,375	415,747	424,295	(8,548)
Total Annual Expenses	484,221	0	484,221	212,288	91,245	121,043
Annual Operating Results	(24,846)	0	(24,846)	203,459	333,050	(129,591)
Net Transfers	(325)	0	(325)	(951)	0	(951)
Annual Operating Results Net Transfers	(25,171)	0	(25,171)	202,508	333,050	(130,542)
Ending Fund Balance				1,399,638	1,481,482	(81,844)

Comprehensive University Operating Budget
 FYMG810
 For DECEMBER FY 2024

	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Student Government Association						
Beginning Fund Balance				1,138,347	1,159,324	(20,977)
Total Annual Revenues	515,625	0	515,625	466,651	476,250	(9,599)
Total Annual Expenses	396,513	0	396,513	156,870	177,285	(20,415)
Annual Operating Results	119,112	0	119,112	309,781	298,965	10,816
Net Transfers	(78,016)	0	(78,016)	(682)	0	(682)
Annual Operating Results Net Transfers	41,096	0	41,096	309,099	298,965	10,134
Ending Fund Balance				1,447,446	1,458,289	(10,843)
Fine Arts Funding Board						
Beginning Fund Balance				356,240	341,178	15,062
Total Annual Revenues	150,000	0	150,000	135,722	138,545	(2,823)
Total Annual Expenses	148,000	0	148,000	32,770	45,533	(12,763)
Annual Operating Results	2,000	0	2,000	102,952	93,012	9,940
Net Transfers	0	0	0	0	0	0
Annual Operating Results Net Transfers	2,000	0	2,000	102,952	93,012	9,940
Ending Fund Balance				459,192	434,190	25,002
Career Programs						
Beginning Fund Balance				954,851	719,319	235,532
Total Annual Revenues	400,000	0	400,000	257,040	212,335	44,705
Total Annual Expenses	361,894	0	361,894	127,389	110,537	16,852
Annual Operating Results	38,106	0	38,106	129,651	101,798	27,853
Net Transfers	(6,854)	0	(6,854)	(4,134)	(3,349)	(785)
Annual Operating Results Net Transfers	31,252	0	31,252	125,517	98,449	27,068
Ending Fund Balance				1,080,368	817,768	262,600

Comprehensive University Operating Budget
 FYMG810
 For DECEMBER FY 2024

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Orientation						
Beginning Fund Balance				541,769	764,300	(222,531)
Total Annual Revenues	1,047,212	0	1,047,212	571,272	19,014	552,258
Total Annual Expenses	978,318	0	978,318	583,580	505,757	77,823
Annual Operating Results	68,894	0	68,894	(12,308)	(486,743)	474,435
Net Transfers	(643)	0	(643)	(1,154)	0	(1,154)
Annual Operating Results Net Transfers	68,251	0	68,251	(13,462)	(486,743)	473,281
Ending Fund Balance				528,307	277,557	250,750
Student Engagement						
Beginning Fund Balance				1,472,731	1,351,736	120,995
Total Annual Revenues	614,250	0	614,250	580,530	567,344	13,186
Total Annual Expenses	634,002	0	634,002	299,886	245,892	53,994
Annual Operating Results	(19,752)	0	(19,752)	280,644	321,452	(40,808)
Net Transfers	(158)	0	(158)	(1,050)	0	(1,050)
Annual Operating Results Net Transfers	(19,910)	0	(19,910)	279,594	321,452	(41,858)
Ending Fund Balance				1,752,325	1,673,188	79,137
Mendenhall Student Center Renovations						
Beginning Fund Balance				7,500,000	7,500,000	0
Total Annual Revenues	0	0	0	0	0	0
Total Annual Expenses	0	0	0	0	0	0
Annual Operating Results	0	0	0	0	0	0
Net Transfers	0	0	0	0	0	0
Annual Operating Results Net Transfers	0	0	0	0	0	0
Ending Fund Balance				7,500,000	7,500,000	0

Comprehensive University Operating Budget
 FYMG810
 For DECEMBER FY 2024

	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Student Unions Construction						
Beginning Fund Balance				2,091,186	2,548,813	(457,627)
Total Annual Revenues	0	0	0	0	0	0
Total Annual Expenses	0	0	0	0	0	0
Annual Operating Results	0	0	0	0	0	0
Net Transfers	0	0	0	0	(457,627)	457,627
Annual Operating Results Net Transfers	0	0	0	0	(457,627)	457,627
Ending Fund Balance				2,091,186	2,091,186	0
Student Media						
Beginning Fund Balance				1,041,207	1,070,792	(29,585)
Total Annual Revenues	435,750	0	435,750	378,592	516,171	(137,579)
Total Annual Expenses	640,847	0	640,847	266,871	335,863	(68,992)
Annual Operating Results	(205,097)	0	(205,097)	111,721	180,308	(68,587)
Net Transfers	(1,427)	0	(1,427)	(1,560)	0	(1,560)
Annual Operating Results Net Transfers	(206,524)	0	(206,524)	110,161	180,308	(70,147)
Ending Fund Balance				1,151,368	1,251,100	(99,732)
University						
Auxiliary Overhead						
Beginning Fund Balance				98,026,300	83,562,796	14,463,504
Total Annual Revenues	2,952,100	0	2,952,100	4,801,338	1,528,743	3,272,595
Total Annual Expenses	942,842	0	942,842	(373,078)	(531,553)	158,475
Annual Operating Results	2,009,258	0	2,009,258	5,174,416	2,060,296	3,114,120
Net Transfers	(1,765,888)	0	(1,765,888)	5,507,984	7,376,576	(1,868,592)
Annual Operating Results Net Transfers	243,370	0	243,370	10,682,400	9,436,872	1,245,528
Ending Fund Balance				108,708,700	92,999,668	15,709,032

Comprehensive University Operating Budget
 FYMG810
 For DECEMBER FY 2024

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	Original Budget	Budget Changes	Current Budget	YTD Actual Results	Prior YTD Actual Results	YTD Actual Current vs Prior
Debt Service						
Beginning Fund Balance				16,891,103	15,695,291	1,195,812
Total Annual Revenues	8,435,750	0	8,435,750	7,825,148	7,793,386	31,762
Total Annual Expenses	8,196,686	0	8,196,686	6,079,602	5,983,916	95,686
Annual Operating Results	239,064	0	239,064	1,745,546	1,809,470	(63,924)
Net Transfers	(540,000)	0	(540,000)	(21,840)	0	(21,840)
Annual Operating Results Net Transfers	(300,936)	0	(300,936)	1,723,706	1,809,470	(85,764)
Ending Fund Balance				18,614,809	17,504,761	1,110,048
Campus Operations Aux Funded Positions						
Beginning Fund Balance				3,043,783	2,226,164	817,619
Total Annual Revenues	1,386,619	0	1,386,619	101,682	837,286	(735,604)
Total Annual Expenses	7,910,997	0	7,910,997	3,242,641	3,413,066	(170,425)
Annual Operating Results	(6,524,378)	0	(6,524,378)	(3,140,959)	(2,575,780)	(565,179)
Net Transfers	6,524,378	0	6,524,378	6,504,205	0	6,504,205
Annual Operating Results Net Transfers	0	0	0	3,363,246	(2,575,780)	5,939,026
Ending Fund Balance				6,407,029	(349,616)	6,756,645

AGENDA ITEM

VI-B. EHRA Salary IncreasesStephanie Coleman
Vice Chancellor for Administration & Finance

Situation: This is an informational report of all EHRA salary increases approved during the reporting period pursuant to authority provided in the University of North Carolina Policy Manual 200.6 and the University of North Carolina Policy Manual 600.3.4.

Background: The Board of Trustees has been delegated authority over certain personnel actions, and the Board of Trustees has delegated that authority to the Chancellor to the fullest extent allowed by the delegations and in accordance with applicable UNC Policy Manual provisions and/or Board of Governors directives, including in the June 14, 2022 *Resolution to Amend and Restate Delegated Authority from the Board of Trustees of East Carolina University*. The Chancellor further delegated this approval to the Vice Chancellors, Chief of Staff, Dean of BSOM and Director of Athletics. This report is to provide a summary of all salary actions approved using this delegated authority during the reporting period. Please note that the report contains confidential personnel information in accordance with N.C. Gen. Stat. §126-22, *et seq.*

Assessment: This report covers November 1, 2023 through December 31, 2023, and includes the following:

- 94 permanent salary increases
 - 2 of which are in accordance with the BSOM ECU Physicians Clinical Faculty Compensation Plan
- 13 temporary salary increases

Action: This item is for information only.

AGENDA ITEM

VI-C. State Retirement Pension Spiking Monthly Report

Stephanie Coleman
Vice Chancellor for Administration &
Finance

Situation: In order to assist employing agencies with planning and budgeting to comply with the Contribution-Based Benefit Cap (CBBC), the State Treasurer's Office provides a monthly report of members who may require additional employer contributions should they elect to retire in the following 13 months from the date on the report. The Chief Financial Officer is required to provide a copy of the report to the Board of Trustees.

Background: During the 2014 General Assembly session, CBCC legislation was enacted effective January 1, 2015. This legislation was created to control the practice of "pension spiking" in which a member's compensation substantially increases resulting in a monthly retirement benefit that is significantly greater than the member and employer contributions would fund. The CBBC was created to protect each system from absorbing the additional liabilities caused by compensation decisions made by other employers. This legislation applies to members who retire on or after January 1, 2015, with an average final compensation of \$100,000 or higher (adjusted annually for inflation) and requires the member's last employer to pay the additional contribution required to fund the member's benefit in excess of the cap.

Assessment: The report provides a list of potential employees, including those whose compensation average may approach the threshold. It includes employees who may be eligible to retire in the next 13 months (at a reduced or unreduced benefit), whose salary is \$100,000 or greater, and whose estimated monthly retirement benefit exceeds the CBBC based on information in the employee's most recent annual benefits statement. The list is not exhaustive, and members included on the lists may or may not exceed the CBBC upon retirement. This is merely a notification of a potential cost that ECU may be required to pay, in the form of a lump-sum payment, due after the member retires. When a member submits their intent to retire, the State Treasurer's Office completes a Pension Spiking calculation using the CBBC and provides a statement to ECU if it is determined that additional contributions are due. Employers are not required to pay the additional contributions for employees hired on or after January 1, 2015.

Action: This item is for information only.



Meeting of the Board of Trustees
Budget, Finance, & Infrastructure Committee
February 15, 2024

AGENDA ITEM

VI-D. Major Capital Project Updates William Bagnell
Associate Vice Chancellor for Campus Operations

- Situation:** Review status of major Capital Projects
- Background:** Review of project status, budget, and next steps for major Capital Projects
- Assessment:** Assessment is on a per-project basis.
- Action:** This item is for information only.

Major Capital Project Updates

Facilities Engineering and Architectural Services

February 15, 2024



Brody School of Medicine (New Medical Education Building)



- Status: Design Development
- Budget: \$265,000,000
- Designer: BSA Life Structures
- CM at Risk: TA Loving/Barnhill/Metcon
- Estimated Construction: 02/04/2025 – 08/01/2027
- Next Quarter: Review Design Development Documents with user groups, begin on Construction Documents



Jones and Legacy Residence Hall Renovation



- Status: Schematic Design
- Budget: \$60,000,000
- Designer: Intrepid Architecture
- CMAR: TA Loving
- Estimated Construction: 06/01/2025 - 07/31/2027
- Next Quarter: Advance Planning has been completed. We have finished negotiating a design fee and submitted to SCO on 01/29/2024.



Howell Science Building South Renovation



- Status: Construction Documents
- Budget: \$37,000,000
- Designer: BSA Life Structures
- CMAR: Muter Construction
- Estimated Construction: 05/27/2024 - 03/20/2026
- Next Quarter: Execute a GMP and advertise for bids



Whichard Building Comprehensive Renovation



- Status: Construction Documents
- Budget: \$15,000,000
- Designer: HH Architecture
- CMAR: Muter Construction
- Estimated Construction: 02/01/2025 – 02/01/2026
- Next Quarter: Continue with construction documents.



Mendenhall Renovation Phase 2



- Status: Selective interior demolition
- Budget: \$10,544,304
- Designer: Davis Kane, Architects, P.A.
- CMAR: TA Loving Company
- Estimated Construction: 01/18/2024-01/11/2025
- Next Quarter: Wall framing and begin rough ins



Main Campus – Chilled Water Extension to Graham and Whichard



- Status: Contract Award Pending
- Budget: \$7,005,200
- Designer: Dewberry Engineers, Inc.
- Contractor: Jacobs Contracting, LLC
- Estimated Construction: 12/17/2023 – 12/28/2025
- Next quarter: Construction to start in February 2024 prior to arrival of Spring weather



Fleming HVAC & Bathrooms Renovation



- Status: Construction
- Budget: \$6,150,000
- Designer: Davis Kane, Architects, P.A.
- Contractor: American Builders
- Estimated Construction: 06/01/2023 - 06/01/2024
- Next Quarter: Complete crawlspace rough ins, continue finishes and trim out fixtures



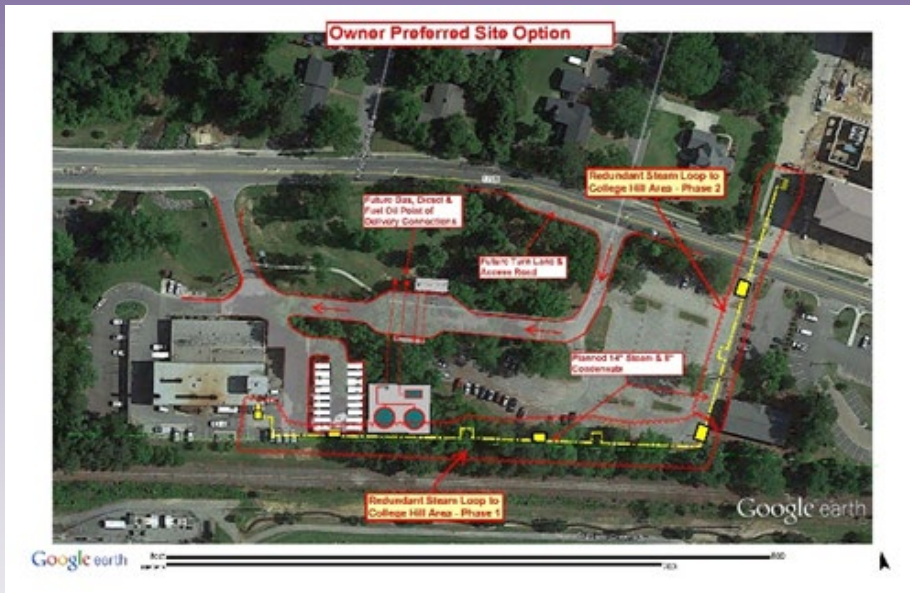
Brody Medical Sciences Building High Rise Code Compliance – Phase 2



- Status: Bidding
- Budget: \$6,000,000
- Designer: MHAworks
- Contractor: TBD
- Estimated Construction: 02/02/2024
-06/06/2025
- Next Quarter: Bid Project and Begin
Construction



Main Campus – Relocate Steam and Condensate – Phase 1



- Status: Construction
- Budget: \$5,600,000
- Designer: RMF Engineering, Inc.
- Contractor: Mid-Atlantic Infrastructure Systems
- Estimated Construction: 10/18/2023 – 10/31/2024
- Next quarter: Setting of concrete steam manholes and beginning of pre-insulated piping installation



Health Sciences Building Envelope Infiltration Repairs



- Status: Construction
- Budget: \$5,000,000
- Designer: Atlas Engineering
- Contractor: Strickland Waterproofing Company, Inc.
- Estimated Construction: 08/07/2023 – 06/24/2024
- Next Quarter: Continue construction



Eakin Student Recreation Center HVAC Repairs & Gym Floor Replacement Phase 1



- Status: Construction
- Budget: \$4,850,000
- Designer: Salas O'Brien
- Contractor: Berry Building Group, Inc.
- Estimated Construction: 12/01/2023 - 08/01/2024
- Next Quarter: Completion of new HVAC units, commissioning of new units, and prep for new floors.



Speight Building Roof, Window and Envelope Replacement



- Status: Design On Hold
- Budget: \$4,000,000
- Designer: Intrepid Architecture
- Contractor: TBD
- Estimated Construction: 07/02/2024 -01/01/2025
- Next Quarter: Begin Structural Analysis



Jenkins Art North Building Envelope Repairs



- Status: Construction
- Budget: \$1,950,000
- Designer: Intrepid Architecture
- Contractor: Daniels & Daniels Construction Company, Inc.
- Estimated Construction: 07/02/2023 - 03/01/2024
- Next Quarter: Punch list completion and project closeout.



Major Capital Projects Schedule



FINANCE AND FACILITIES COMMITTEE Major Capital Projects Schedule

PROJECT	BOT MEMBER	2023												2024												2025												2026-27								
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC									
Jenkins Art North Building Envelope Repairs		Blue			Red			Yellow						Blue																																
Fleming HVAC & Bathrooms Renovation		Red			Yellow						Blue																																			
Health Sciences Building Envelope Infiltration Repair		Blue	Red			Yellow						Blue																																		
Eakin Student Recreation Center HVAC Repairs & Gym Floor Replacement Ph 1		Blue		Red		Yellow						Blue																																		
MC Relocate Steam & Condensate Ph 1		Blue			Red			Yellow						Blue																																
Mendenhall Renovation Ph 2	Burt	Blue				Red		Yellow						Blue																																
Speight Building Roof, Window and Envelope Replacement													Blue			Red		Yellow						Blue																						
Brody High Rise Code Compliance Ph 2		Blue						Red			Yellow										Blue																									
MC Chilled Water Extension to Graham and Whichard		Blue			Red	Yellow																																								
Whichard Building Comprehensive Renovation		Blue											Red			White	Yellow							Feb-26																						
Howell Science Building South - Comprehensive Renovation	Fanning	Blue				Red		Yellow											Mar-26																											
Brody School of Medicine (New Medical Education Building)	Isley	Blue											Red		Yellow							Aug-27																								
Jones and Legacy Residence Hall Renovation							Green			Blue							Red						Yellow			Aug-27																				
KEY:		Programming					Design					Advertise, Bid & Award					Construction					Occupancy																								



AGENDA ITEM

VI-E. Board of Governors Submission Summary William Bagnell
Associate Vice Chancellor for Campus Operations

Situation: The UNC Board of Governors approved our request to increase the authorization by \$600,000 to a total of \$18,253,625 for Mendenhall Comprehensive Renovation Phase 2

Background: Mendenhall’s infrastructure is at the end of its life span and is need of replacement due to failures and obsolete parts. This project will be a continuation of the previous phase and will capture upgrades to the infrastructure. Scope for this project will include renovations of the ground floor for the Office of Admissions and the Graduate School. The existing gang bathrooms will be part of this scope and be made code and ADA compliant. The fire sprinkler system that was installed in phase 1 will be extended into all newly renovated spaces. Scope will also include removal of the existing aged cooling tower and chiller and extend service from the central plant to Mendenhall. This will also encompass adding HVAC controls to the BAS. This phase will allow the building infrastructure to serve the building occupants for years to come.

Assessment: Increase in Authority was approved by the Board of Governors on January 24, 2024.

Action: This item is for information only.

UNC Board of Governors Capital Project Funding Authorization Received

FOR INFORMATION

BOG Submissions - January 24, 2024

Project	Total Project Costs	Previous Authorization	Amount Approved	Funding
Mendenhall Comprehensive Renovation Phase 2	\$18,253,625	\$17,653,625	\$600,000	Carry Forward 15-16, 16-17, 20-21 and Student Affairs





AGENDA ITEM

VI-F. Designer Approval Summary William Bagnell
Associate Vice Chancellor for Campus Operations

Situation: Summary of all approvals of formal and informal project designer selections.

Background: Summary includes Direct Select Designer Approval Summary and Formal Designer Approval Summary

Assessment: All Designers reported have Vice Chancellor of Administration and Finance Approvals and are for information only.

Action: This item is for information only.

Informal Designer Selection Approval Summary

Direct Select Approvals 12/07/2023			
Project	Funding Source	Service Provided	Consultant
Whichard Comprehensive Renovation	SCIF	Asbestos Air Monitoring	Sharp Practical Environmental Concerns
Mendenhall Comprehensive Renovation Phase 2	Carry Forward 15-16, 16-17 and 20-21, Student Affairs	Special Inspections	Lynch Mykins
Chilled Water Extension to Whichard and Graham	SCIF	Construction Materials Testing	Terracon
MC - Relocate Steam and Condensate Ph 1	SCIF	Construction Materials Testing	Terracon
ASHRAE Audits 5-10 Bldgs Level I/II	Energy Carry Forward 22-23	Energy Audits	Affiliated Engineers Inc.
College Hill Suites Roof Coating and Joint Sealants	Housing Receipts	Design	REI Engineers
Bate Building POD Market Renovation	Dining Receipts	Design	MHAworks



Informal Designer Selection Approval Summary

Direct Select Approvals 01/26/2024			
Project	Funding Source	Service Provided	Consultant
Brewster Restroom Phase 1 ADA	Facilities 23-24 Non-recurring Year-end	Design Only	MHAWorks
Mendenhall Comprehensive Renovation Phase 2	Carry Forward 15-16, 16-17 and 20-21, Student Affairs	Air Monitoring	Sharp Practical Environmental Concerns
Steam Plant Structural and Tank Containment Evaluation	Facilities Services Operating	Structural Evaluation	Atlas Engineering, Inc.
Todd Dining Hall - Crawlspace Evaluation	Dining Services Receipts	Crawlspace Evaluation	Davis Kane
MC Replacement Steam to Whichard Bldg	Carry Forward 21-22	Construction Materials Testing	Terracon Consultants
MC Steam and Condensate South and West of Building 43	Carry Forward 16-17, 18-19 and 20-21	Air Monitoring	Sharp Practical Environmental Concerns
Mendenhall Comprehensive Renovation Phase 2	Carry Forward 15-16, 16-17 and 20-21, Student Affairs	Construction Materials Testing	Terracon Consultants
Erwin Building Structural/ Geotechnical Evaluation	Facilities Services Operating	Structural/Geotechnical Evaluation	Terracon Consultants



Informal Designer Selection Approval Summary

Direct Select Approvals 01/29/2024			
Project	Funding Source	Service Provided	Consultant
Biotechnology Building Fire Alarm	23-24 R&R	Design	Salas O'Brien
Ragsdale Fire Alarm	23-24 R&R	Design	NV5
Brewster Fire Alarm	23-24 R&R	Design	NV5
Speight Structural Study	SCIF Major 21-22	Study	Lynch Mykins
MC Steam and Condensate South and West of Building 43 - Structural Repairs	Carry Forward 16-17, 18-19, and 20-21	Design	RPA Engineering



Formal Designer Selection Approval Summary

None





AGENDA ITEM

VI-G. Delegated Authority for Project Approval William Bagnell
Associate Vice Chancellor for Campus Operations

Situation: Project Approval for two projects.

Background: Projects include:
Cotten & Fleming Residence Halls Generator Replacements
Dowdy Ficklen Stadium North Side Expansion Joint Repairs

Assessment: Projects were approved via BOT delegation to the Chancellor for this project on January 11, 2024.

Action: This item is for information only.

For Information: BOT Delegated Authority for Project Approval

Project	Total Project Budget	Funding Source
Dowdy Ficklen Stadium North Side Expansion Joint Repairs	\$ 500,000	Athletics Receipts
Cotten & Fleming Generator Replacements	\$ 350,000	Housing Receipts

The Board of Governors, on May 22, 2019, approved changes to the dollar value of projects requiring Board of Governors approval of non-appropriated capital improvement projects, delegating authority for projects where the projected cost is less than \$750,000 to the institutions' Boards of Trustees, effective July 1, 2019, (UNC Policy Manual Section 600.1.1).

The Board of Trustees (BOT) of East Carolina University per their delegation to the Chancellor in consultation with the Chair of the Finance and Facilities Committee authorized the above capital improvement projects on January 11, 2024.



AGENDA ITEM

VI-H. Diversity and Inclusion Annual Report for Fiscal Year 2022-23 LaKesha Alston Forbes
Chief Diversity Officer, and Associate Provost for Equity and Diversity/Title IX Coordinator

Situation: The Diversity and Inclusion Annual Report to the Board of Trustees outlines the institution’s diversity and inclusion operations for Fiscal Year 2022-23.

Background: The [UNC Policy Manual Section 300.8.5](#), “Policy on Diversity and Inclusion Within the University of North Carolina” (approved by the UNC Board of Governors on September 20, 2019), and [UNC Policy Manual Section 300.8.5\[R\]](#), “Regulation on Diversity and Inclusion Within the University of North Carolina” (approved by the UNC System President on September 25, 2019), requires the constituent institutions of the UNC System to provide an annual report to their Board of Trustees.

Assessment: With our mission “[t]o be a national model for student success, public service, and regional transformation” including to prepare “students with the knowledge, skills, and values to succeed in a global, multicultural society” ¹, ECU serves a diverse group of almost 27,000 students and 5,800 employees. As further outlined in the enclosed fiscal year 2022-23 Report, to support diversity and inclusion efforts across campus, total personnel expenditures were \$1,268,727 and total non-personnel expenditures were \$166,061. This represents less than a quarter of one percent of all university expenditures (or approximately 0.16%).

Action: This item is for information only.

¹ ECU Mission: <https://chancellor.ecu.edu/university-mission/>



**THE UNIVERSITY OF
NORTH CAROLINA SYSTEM**

Diversity and Inclusion Annual Report to Board of Trustees

Institution: EAST CAROLINA UNIVERSITY

**Report Cycle: Fiscal Year 2022 – 2023
July 1, 2022 – June 30, 2023**

Submission Date: February 2024

In accordance with the UNC Policy Manual Sections 300.8.5 and 300.8.5[R], “Regulation on Diversity and Inclusion,” the constituent institutions of the UNC System are required to present to their Board of Trustees (BOT) an annual report on the institution’s diversity and inclusion (D&I) operations and activities.

PART 1: The impact of the institution's diversity and inclusion (D&I) programs and activities with respect to System-wide D&I metrics and institutional D&I goals

Describe institutional D&I goals and provide relevant available data on outcomes. If institutional D&I goals have not yet been developed or implemented, then describe the institution's plan to collect this data and expected date of implementation. The System-wide D&I metrics are in development and not required to be reported for FY 2020-21.

NOTE: Goals below reflect institutional obligations and priorities.

Goal 1 – ECU will proactively make good faith efforts to remove barriers, expand employment opportunities, and produce measurable results consistent with our obligations to ensure equal employment opportunity and in keeping with our mission-driven commitments to student success, serving the public, and transforming our region.

Program/Activity: Emerging Scholars Symposium

The Emerging Scholars Symposium, sponsored by the Office for Equity and Diversity, is a multi-day program for scholars nearing the end of their terminal degree studies and recent graduates, including postdoctoral scholars. The program is designed to support East Carolina University's faculty pipeline with an emphasis on scholars whose research interests align with our mission¹ and strategic plan², *Future focused. Innovation driven.*

Notable Data/Outcomes:

- Hosted our fifth Symposium in fall 2022; continuing with our typical on-campus, 3-day event
- 15 participants from across the country representing disciplines campus-wide
- At least 4 participants applied for a faculty position
- Participants had this to say:
 - “This symposium is wonderful. I had a wonderful time networking with the dean, associate dean, department chair, and faculty in the College of _____. I also appreciate the opportunity to present my research paper and learn from other emerging scholars.”,
 - “The Symposium was well organized. Pre-communication was very helpful. Great networking opportunities with ECU faculty and other Emerging Scholars. ... I was grateful to be included amongst such great scholars.”,
 - “I enjoyed the individual/personal tour I had with the department – especially the 1:1 interaction with the faculty. In terms of improvement, I wish we had at least an extra day during the symposium...”, and
 - “Loved talking to students about their experiences at [College of ____]. Enjoyed the intimate lunch at [College of ____]. Loved the jazz night – incorporating the arts into the program was amazing.”

Program/Activity: The Southern Regional Educational Board's Institute on Teaching and Mentoring

The Office for Equity and Diversity sponsored faculty representatives who attended the Southern Regional Educational Board's (SREB) Institute on Teaching and Mentoring to increase awareness and brand recognition of ECU for prospective future faculty. The Institute is known as the largest gathering of underrepresented minority PhD scholars in the country and includes workshops and recruitment and networking opportunities for doctoral scholars to support their development as future faculty members (or other professions).

Notable Data/Outcomes:

- Sponsored 2 faculty outreach representatives (October 2023)
- Faculty representatives connected with over 63 PhD scholar conference attendees.
- Faculty representatives found the conference well worth the effort and quite successful.

Program/Activity: NCFDD institutional sponsorship

Supported by the Office of the Provost, all faculty have access to the programs, resources, and coaches through ECU's NCFDD institutional membership. The NCFDD is an independent faculty development center dedicated to supporting academics in making successful transitions throughout their careers. Institutional members have access to various member resources such as webinars, dissertation support, discussion forums, writing challenges and more.

Notable Data/Outcomes:

- ECU has an institutional sponsorship so that all faculty, postdocs, and graduate students at ECU can participate in the above member resources.
- Interaction with the NCFDD site continues to increase, and responses from participants continue to be overwhelmingly positive. People have reported that it is an informative resource and most wish they had more time to interact with it. Regarding the 14-day writing challenge, some of the feedback includes:
 - "The 14-day writing challenges have changed the way I write for the better. I'm still working on it but the process works and the challenges allow me to practice it."
 - "I have watched many great videos and used several of them and the maps for our junior faculty mentoring sessions like the mentor map and the parenting map."
- Over 1,100 ECU users have created NCFDD subaccounts through our membership.

Program/Activity: Faculty Success Program

The Faculty Success Program (FSP) is a 12-week online program provided by NCFDD designed to teach tenure-track and tenured faculty the skills to increase research and writing productivity while maintaining a healthy work-life balance.

Notable Data/Outcomes:

- ECU sponsored 7 faculty in summer 2022, 1 in fall 2022, 21 faculty in spring 2023, 7 in summer 2023, and 10 in fall 2023.
- 90% of respondents reported they would definitely (57%) or likely (33%) recommend FSP to a friend or colleague.
- Some of the feedback responses received include:
 - “I am so grateful I made the investment in the Faculty Success Program. My approach and attitude about writing have changed completely and rather than dreading my writing time it is something I guard vigorously. The FSP experience is about so much more than developing better productivity plans and habits. It results in lasting changes that go far beyond the academy. I learned so much about myself as part of the 12-week course, and my coach and small group members were instrumental in this transformation. If you approach FSP with an open mind and (as my coach put it) a ‘spirit of curiosity,’ you will gain much more than you put in.”
 - “FSP assists me in devising practical solutions to enhance productivity. It also aids in gaining a deeper understanding of the tasks required in my role as a professor and the resources essential for our work.”
 - “I am more organized and more accountable than ever before.”
 - “Through FSP, I could see myself differently--putting myself in the center! I was goal-less and lost confidence in research before FSP. But I developed a strategic plan, the goals for the future, and a habit of daily writing. Lots have happened through FSP.”

Program/Activity: Faculty Development Workshops

The Office for Faculty Excellence (OFE) strives to infuse an intentional emphasis on diversity and inclusion in each workshop series when possible. Examples include the Reappointment, Promotion and Tenure series; data series; new faculty orientation; orientation series for new department chairs; and teaching-related workshops.

Notable Data/Outcomes:

- Sessions advertised or facilitated through the OFE that intentionally addressed or included topics related to diversity and inclusion increased from 23 to 43 from the previous reporting year.
- These sessions reached over 279 faculty from all colleges and library faculty at ECU.

Program/Activity: Diversity and Inclusion Professional Development Provided by the Office for Equity and Diversity

The Office for Equity and Diversity (OED) provides a variety of professional development offerings on diversity and inclusion for the ECU community, including ad hoc and open-session educational offerings and programming. Open sessions are announced through email and on our website and departments may request a training for their department as well.

Notable Data/Outcomes:

- About half of the sessions were conducted based on a request from an individual, committee, or department; and the others were offered through open enrollment.
- Most evaluations reflected feedback from participants was either excellent or good.
- Examples of topics covered and feedback received include:
 - Bystander Intervention- Understanding Harassment & Discrimination (6 sessions): 90% or more of participants said they strongly agreed or agreed with the evaluation statement, “[a]fter this educational offering, I feel that I am walking away from this experience well equipped to take positive action”.
 - Recruitment and Retention Best Practices (1 session): all participant responses rated this training as excellent or good, and all participant responses indicated the material was presented in a way they could understand.

Examples of other topics covered included: Courageous Conversations, Building Inclusive Mindsets for Creative Marketing, and Be Brave: Growing Your Understanding of Diversity.

Goal 2 – ECU will proactively seek to enroll, graduate, and retain a student body that emphasizes ensuring opportunity and success for all students and in keeping with our mission-driven commitments to student success, serving the public, and transforming our region.

Program/Activity: I AM Event

During the Fall 2022 semester, ECU Undergraduate Admissions rebranded our former diversity recruitment event called the Multicultural and Diversity Experience (MADE) Day at ECU, into a more inclusive event called I AM.

The I AM event focused on celebrating the diverse and intersectional identities of prospective students and family members. The program offered a space for students to learn about the resources and organizations at ECU that are salient to their many identities. Information sessions were presented through a student organization fair, a student resource fair, a community circle, campus tour, and Identity Pride Showcase. The event was inclusive to students from all identities; and ECU specifically showcased resources for Latinx, Black,

Indigenous, Asian, LGBTQIA+, first-generation, and low-income students as well as students from rural counties.

Notable Data/Outcomes:

- The event was held on Saturday, November 12, 2022; and 54 students attended.
- Feedback from students and their families was extremely positive.

Program/Activity: Brody School of Medicine Outreach and Pipeline Programs

The Summer Program for Future Doctors (SPFD) and the Summer Biomedical Research Program (SBRP) provide academic enrichment and research opportunities for students who wish to serve underrepresented and disadvantaged populations. The Brody School of Medicine has enjoyed continued success from their pipeline programs matriculating into medical school. The Brody RISE pre-college pipeline program is our newest program; it provides academic enrichment and health care exposure to learners from all backgrounds in middle and high school through STEM-focused (science, technology, engineering and math) activities with a health care emphasis.

Notable Data/Outcomes:

- SPFD was paused since summer 2020.
 - Eight (8) SPFD participants graduated in the class of 2022. In their last two classes, they have had 13 SPFD participants (15%) in the class of 2023, and 11 (13%) in the class of 2024. As a result of the program pause for SPFD due to COVID, matriculation numbers decreased to just 2 in the class of 2025 and one student in the class of 2026.
- SBRP was paused from 2020 until 2022 when it resumed with a cohort of 12 and enrolled a cohort of 12 again in the summer of 2023.
 - Students from our SBRP program have also enjoyed success in gaining acceptance into the BSOM with 7 matriculants since 2018.
- Brody RISE started in 2018 and long-term outcome data are not yet available, as most of the participants are currently in public school. Brody RISE recruits students from Pitt and surrounding counties and works closely with local organizations like Pitt County Schools Health Science Academy. Brody RISE provides two learning experiences for students, Saturday Academies, which meet on select Saturdays in October through May, and a Summer Residential Program.
 - There were 40 registered participants for the Saturday Academy Program and 27 for the Summer Residential Program held in June.
 - Survey results suggest that 96% of students rate the summer program experience as “good to excellent”. Similarly, 93% of students “agreed or strongly agreed” that the summer program influenced their perception of ECU and the Brody School of Medicine. Additionally, 96% of students noted that they would be likely to recommend this program to a classmate.

All three programs have been consistently very positive over the years.

The Office of Diversity Affairs also continues to provide educational sessions for our GME programs on request and participated in the orientation of our medical student classes. The office also continues to spotlight our inclusive culture through highlighting students and faculty during respective months of representation.

Program/Activity: Global Diversity and Domestic Diversity courses

All undergraduate students are required to complete two three-hour diversity courses: one course with a domestic diversity (USA) focus and one with a global diversity focus. Courses that address diversity provide opportunities for students to learn about the beliefs, values and achievements of people other than those of their own age, ethnicity, culture, national origin, ability, religion, sexual orientation, and gender identity. These courses also provide opportunities to examine problems that may arise from differences and opportunities to learn how to deal constructively with these issues.

- ECU offers 130 domestic diversity courses.
- ECU offers over 220 global diversity courses.
- Enrollment data for the last 5 academic semesters is noted below and reflects fluctuations in both domestic and global diversity course enrollment and decreases in enrollment in both domestic and global courses when comparing the same academic period (e.g., fall to fall).

Table 4: Enrollment in Global Diversity and Domestic Diversity Courses by semester, fall 2021 – fall 2023		
	Domestic Diversity Course Enrollment	Global Diversity Course Enrollment
Fall 2023	9,072	5,505
Spring 2023	8,210	4,983
Fall 2022	9,109	5,559
Spring 2022	8,565	5,289
Fall 2021	9,529	5,613

Goal 3 – ECU will foster an inclusive campus climate.

Program/Activity: Institutional Climate Assessments

ECU has participated in various surveys to assess campus climate and engagement, including: the UNC System Employee Engagement Survey (EES) of faculty/staff in February 2020 and in 2022, the UNC System Racial Equity Task Force (RETF) Survey of students/faculty/staff in September 2020, and the Higher Education Data Sharing Consortium (HEDS) Diversity and

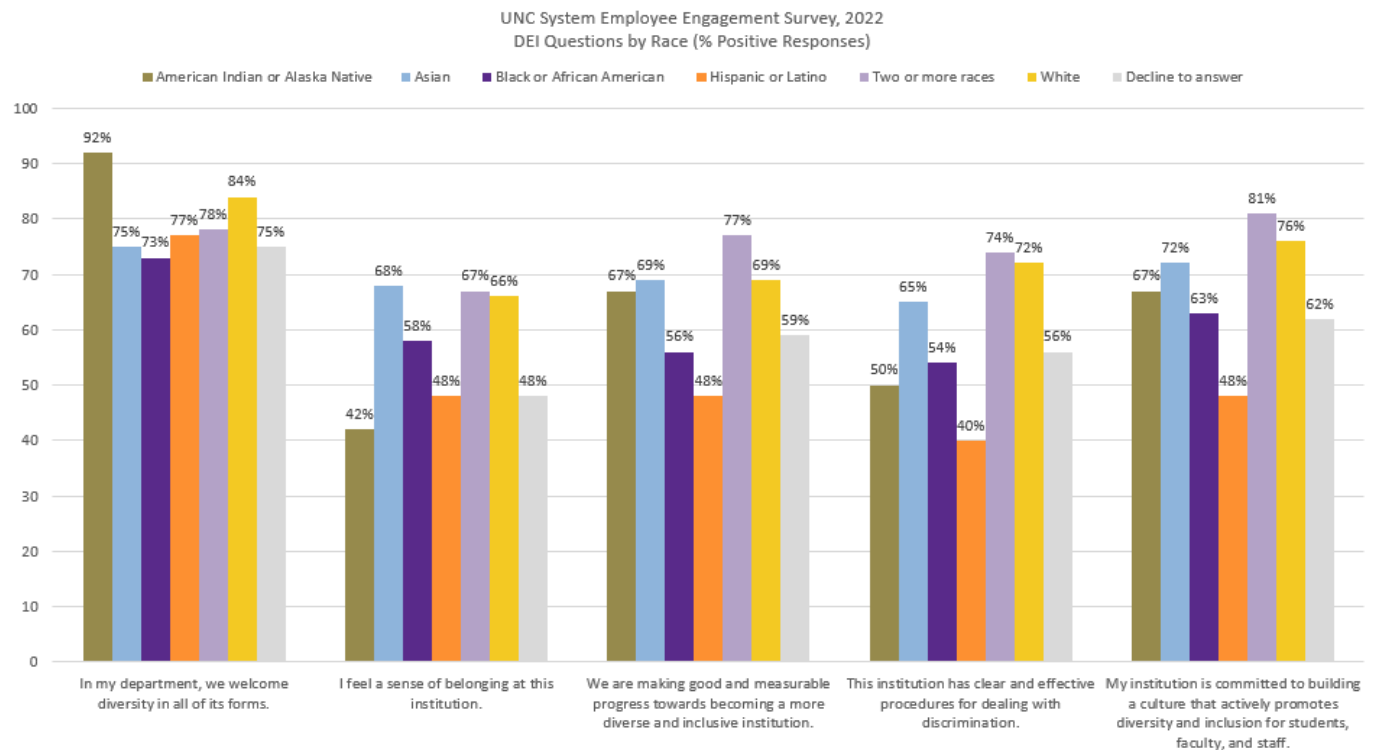
Equity Campus Climate Survey of students/faculty/staff (sponsored by the ECU Office for Equity and Diversity and the Office of the Chancellor) in March 2021.

Some of the notable findings about the campus climate include:

- 73% of all respondents reported that they were generally or very satisfied with the campus climate. (HEDS)
 - This satisfaction drops to 66% of non-binary respondents, compared to 73% of male and 74% of female respondents; and 68% of Black respondents and 63% of Asian respondents compared to 76% of white respondents. (HEDS)
- Nearly 25% of student respondents have considered leaving ECU before graduation, with “not feeling welcome on campus” being the third most commonly reported reason (26% of those who considered leaving). (HEDS)
- Nearly all respondents reported that diversity improves campus experiences (89%) and that being part of a diverse and inclusive ECU is important to them (90%). (HEDS)
- 37% of all respondents reported that the campus is not free from tensions related to individual or group differences. (HEDS)
- 23% of all respondents (18% of students, 30% of faculty, and 23% of staff) have experienced discrimination or harassment at ECU. Multiracial, non-binary, LGBTQ, and students with disabilities are 2 times more likely to experience harassment or discrimination compared to their peers. (HEDS)
- One third of students do not know how to report an incident of discrimination or harassment and, of those who experienced these incidents, 72% did not report them to campus officials. (HEDS)
- ECU community members of color are significantly more likely to experience discrimination and violence at ECU than White community members.
 - 58% of Black faculty and staff and 45% of Black students reported experiencing an act of racial discrimination or harassment by another member of ECU. (RETF)
 - A third of both Asian and Hispanic faculty/staff and nearly a quarter of Asian and Hispanic students reported experiencing racial discrimination or harassment. (RETF)
- ECU Employees were asked questions regarding institutional leadership in both the 2020 and 2022 Employee Engagement Surveys and the 2020 Racial Equity Task Force Survey. In these surveys, employees expressed dissatisfaction, particularly with senior leadership.
 - Only 43% of employees agree that senior leadership provides a clear direction for the institution’s future. (EES 2020 and 2022)
 - 42% agreed that senior leadership communicates openly about important matters. (EES 2020)
 - Black (62%), Hispanic (70%) and Asian (62%) employees never or rarely feel that their racial or ethnic background is represented in leadership roles. (RETF)
- With respect to perceptions of employee experience, as shown in Chart 1 below, Black or African American and Hispanic respondents had a significantly lower percentage of positive responses to a range of DEI-related questions. (EES 2022)

- Nearly 90% of all faculty/staff respondents agreed that creating a racially and ethnically diverse campus was important to them. (RETF)
- Over 90% of faculty/staff respondents agreed that working with people from different races/ethnicities than themselves is valuable. (RETF)
- 70% of the EES respondents (faculty/staff) reported being committed to building a culture that actively promotes diversity and inclusion. (EES 2020 and 2022)

Chart 1: UNC System Employee Engagement Survey 2022, % positive responses by race/ethnicity



Using the data gleaned from the 2022 Employee Engagement Survey, university leaders identified three key areas for focus and improvement: Communication & Collaboration, Confidence in Senior Leadership, and Performance Management. Examples of just some of the actions taken reflective of these three areas of opportunity include:

- The Pirate Perspectives tour hosted by Chancellor Rogers provided opportunities for faculty, staff, community partners, and other stakeholders to share their insights about ECU’s accomplishments, challenges and mission-focused initiatives from specific lenses.
- ECU’s new Strategic Plan, *Future Focused. Innovation Driven.*, which was created in collaboration with faculty and staff, guides our work over the next five years. In addition to continuing our three core mission principles focused on student success, public service, and regional transformation, the strategic plan includes three vision priorities centered around social and economic mobility, workforce success, and rural health and well-being.

- The new focus on the workforce success vision priority in the strategic plan will present new opportunities for professional development, including programs such as the recently launched Pirate Readiness Enhancement Program (PREP).
- The Chancellor, Provost, Vice Chancellor for Student Affairs, and News Services all send periodic newsletters and other communications to share achievements and activities, progress related to our strategic plan, critical changes in how we promote student success, and our achievements in pursuit of fulfilling ECU's mission.

Additionally, the Office for Equity and Diversity provides training on topics including but not limited to harassment, discrimination, and Title IX – including sessions to help participants better understand ECU's nondiscrimination policies and procedures and how to report concerns about prohibited conduct. In addition to education, these sessions also increase awareness about the service offices available to assist faculty, staff, and students with concerns about prohibited harassment or discrimination – including the Office for Equity and Diversity. Examples of training presented in the 2022/23 fiscal year included: Title IX at ECU; Understanding Discrimination and Harassment; Responsible, Who Me?; and Bystander Intervention. Also, as further outlined below, the Office for Equity and Diversity provides a variety of educational offerings designed to sustain an inclusive environment for the ECU community.

Program/Activity: Sustaining an Inclusive Environment Educational Programming Provided by the Office for Equity and Diversity

The Office for Equity and Diversity provides a variety of educational offerings designed to sustain an inclusive environment for the ECU community, including ad hoc and open-session educational offerings and programming. Open sessions are announced through email, social media and on our website; and departments may request a training for their department as well.

Notable Data/Outcomes:

- Most educational sessions related to sustaining an inclusive environment were conducted based on a request from an individual, committee, or department.
- Most evaluations reflected feedback from participants was either excellent or good. Evaluations consistently asked participants to rate their agreement with these statements:
 - After this educational offering, I feel more confident in my ability to cultivate appropriate workplace interactions that will build inclusive environments.
 - I understand how this knowledge from this educational offering can be applied to create an inclusive work environment.
- An example of topics covered and feedback received include:
 - Allyship at Work (7 sessions): 80% or more of participants said they strongly agreed or agreed with the evaluation statements above.

PART 2: The number of positions and FTEs with D&I responsibilities, indicating the percentage of each associated with D&I responsibilities

*Indicate the staffing provided to support the institution’s D&I program. This includes positions that have designated D&I-related work duties, whether centrally administered or located in various schools, colleges, or divisions. **This report is not intended to capture portions of positions less than half-time (0.50 FTE) unless the part-time position is fully dedicated to D&I functions.** It is recognized that many faculty and staff throughout the institution may spend some degree of effort on or contribute to institutional D&I activities, even though these activities do not represent the primary focus of their position; however, these should not be included in this report. Service- or compliance-related activities should not be included (eg, ADA accommodations compliance would not be included, but programming and outreach about or for disabilities communities would be included).*

Position Title	School/Division	Percent of Work Time Assigned to D&I Activities	Brief Description of D&I Related Activities
Associate Dean of Diversity and Inclusion <i>*Position abolished August 2023</i>	BSOM Office of Diversity Affairs	80%	School-wide
University Program Associate	BSOM Office of Diversity Affairs	100%	School-wide
Administrative Support Associate	Intercultural Affairs	100%	Institution-wide
Affirmative Action Compliance Program Manager and Special Projects Director	Office for Equity and Diversity	50%	Institution-wide
Associate Director	Ledonia Wright Cultural Center	100%	Institution-wide
Sr. Associate Director for the LGBTQ Center	LGBTQ Center	100%	Institution-wide
Program Coordinator for the Ledonia Wright Cultural Center	Intercultural Affairs	100%	Institution-wide
Chief Diversity Officer, Associate Provost for Equity and Diversity, Title IX Coordinator	Office for Equity and Diversity	50%	Institution-wide
Program Coordinator	LGBTQ Center	100%	Institution-wide
Diversity and Inclusion Program Manager	Office for Equity and Diversity	80%	Institution-wide
Research Associate	Office for Equity and Diversity	50%	Institution-wide

University Program Associate	Office for Equity and Diversity	50%	Institution-wide
Diversity, Equity, and Inclusion Project Manager	Office for Equity and Diversity	50%	Institution-wide
Program Specialist for Diversity and Inclusion Education and Training	Office for Equity and Diversity	80%	Institution-wide
Director of Pipeline Programs	BSOM Office of Diversity Affairs	100%	School-wide
Administrative Support Associate	BSOM Office of Diversity Affairs	100%	School-wide
Director of Intercultural Affairs	Intercultural Affairs	100%	Institution-wide
Associate Director of the Women and Gender Office	Intercultural Affairs	100%	Institution-wide
Administrative Support Associate	College of Nursing	100%	College-wide

PART 3: An accounting of institutional budget expended on D&I operations and activities, broken out by personnel and non-personnel costs and by funding source

This section must include all staff included in Part 2 above. Personnel costs should reflect only the portion of the position's time associated with D&I activities over the fiscal year. Distinguish expenses by funding source.

Type of Expense	State Funds	Non-State Funds	Total Expenditures
Personnel Expenditures	\$958,468.20	\$310,259.12	\$1,268,727.33
Non-Personnel Expenditures	\$105,469.53	\$60,591.85	\$166,061.38
Total Expenditures	\$1,063,937.73	\$370,850.97	\$1,434,788.71

PART 4: A list of signature D&I programs that serve a critical role in helping the constituent institution accomplish its learning and D&I objectives, along with their purpose and any data on outcomes, including relevant participant feedback

This list is not intended to be exhaustive but should reflect the most significant D&I programming. If feedback or related data on outcomes is not available, indicate how this data may be captured in the future.

Program: Emerging Scholars Symposium

Brief Description/Purpose of Program/Notable Data/Outcomes/Feedback for 2022-23

The Emerging Scholars Symposium signature program provides institutional support, outreach, and engagement for building a future faculty that aligns with ECU’s mission¹ “[t]o be a national model for student success, public service and regional transformation”. See information provided in Section 1 above for a detailed description of the program, with notable data and outcomes.

Program: I AM Event

Brief Description/Purpose of Program and Notable Data/Outcomes/Feedback for 2022-23

In keeping with ECU’s mission¹ “[t]o be a national model for student success, public service and regional transformation”, the I AM signature program provides institutional support, outreach, and engagement designed to expand access to and participation in transformative experiences and advance opportunity for all future undergraduate students. See information provided in Section 1 above for a detailed description of the program, with notable data and outcomes.

Program: Brody School of Medicine Outreach and Pipeline Programs

Brief Description/Purpose of Program and Notable Data/Outcomes/Feedback for 2022-23

In keeping with ECU’s mission¹ “[t]o be a national model for student success, public service and regional transformation”, the Summer Program for Future Doctors, the Summer Biomedical Research Program, and the Brody RISE program are critical to expanding access to and participation in transformative experiences and advancing opportunity for all future medical students. See information provided in Section 1 above for a detailed description of the program, with notable data and outcomes.

Program/Activity: Global Diversity and Domestic Diversity courses

Brief Description/Purpose of Program and Notable Data/Outcomes/Feedback for 2022-23

This program is critical to ECU’s mission¹ “[t]o be a national model for student success ...”. See information provided in Section 1 above.

¹ ECU Mission: <https://chancellor.ecu.edu/university-mission/>

² ECU Strategic Plan: <https://strategicplan.ecu.edu/>



Meeting of the Board of Trustees
Budget, Finance, & Infrastructure Committee
February 15, 2024

AGENDA ITEM

VII. OtherStephanie Coleman
Vice Chancellor Administration & Finance

Situation: Reserved for any additional information to present to the committee.

Background: N/A

Assessment: N/A

Action: This item is for information only.