

## Board of Trustees Meeting



North Carolina  
School of Science  
and Mathematics

### Minutes

Friday, December 8, 2017

9:00 a.m. - 3:15 p.m.

ETC Music Suite, Durham

The Board of Trustees met in regular session on December 8, 2017, in the ETC Music Suite in Durham, NC. Chair Tom Williams called the meeting to order.

### **ROLL CALL**

Tom Williams, Chair  
Tom Looney, Vice-Chair  
Katharine Stewart  
Stephanie Bass  
Jabbar Bennett (via Google Hangouts)  
Paula Benson  
Bob Blouin  
Ellen Collett  
Michael Dougherty  
Genevia Fulbright  
Steve Griffin  
Eric Hall

Hugh Holston  
Colin Larsen (via Google Hangouts)  
Page Lemel  
Alan Lewis  
Bobby Maynor  
Alisa McDonald (via Google Hangouts)  
Beryl McEwen (via Google Hangouts)  
Mark Morgan  
Ashton Powell, Faculty Senate President  
Crystal Woods, Staff Senate Chair  
Stephanie Yao, SGA President

### **The following members were not present:**

Lisa Cooper  
Paul Feldman  
Robert Freeman

Vimal Kolappa  
Sally Kornbluth  
Erik Troan

### **CONFLICT OF INTEREST STATEMENT**

Chair Williams read the Conflict of Interest statement and asked about potential conflicts. None were identified.

### **SETTING THE AGENDA**

Chair Williams entertained a motion to move the afternoon consent agenda item of approving the September 29, 2017 board meeting minutes to the morning in an effort to be conscientious of the winter weather forecast and related travel considerations for several board members.

**Action: Page Lemel moved to approve the revised agenda. Hugh Holston seconded the motion. The motion was approved unanimously.**

**OATH OF OFFICE**

Laura Baker Campbell, Executive Assistant to the Chancellor, formally swore in Bob Blouin as a voting member for the NCSSM Board of Trustees.

**CONSENT AGENDA ACTION ITEMS**

- Approve Draft BOT Minutes for Friday, September 29, 2017

**Action: Page Lemel moved to approve the consent agenda. Stephanie Bass seconded the motion. The motion was approved unanimously.**

**CHANCELLOR'S REPORT - Dr. Todd Roberts**

Chancellor Roberts shared a report of the accolades of our students and faculty. He highlighted the work of our Siemens competition semifinalists and finalists, as well as chemistry instructor Bob Gotwals' recognition by the NC Tech Association as the Technology Educator of the Year. Karna Morey, Regional Finalist for the Siemens Competition, presented his Siemens research on gravitational waves to the Board of Trustees. The chancellor also noted the UNC Board of Governors' scheduled visit to NCSSM on January 24, 2018.

**Admissions Update - Andrew Huggins**

Mr. Andrew Huggins, Admissions Counselor, gave an update on fall recruitment. He shared that that recruitment numbers are up while the recruiting season is winding down. Admissions counselors are finishing their visits with high schools, middle schools, at conferences, and at fairs.

**Legislative and Budget Update**

We are in the second year of our biennium budget. We placed a legislative policy request asking that the funding allocated for NCSSM faculty salary increases be applied according to NCSSM's faculty schedule. For NCSSM-Morganton, we requested additional funding for the following initiatives:

- An additional \$15 million to support NCSSM-Morganton's Phase 1: Option 2 Master Plan, which will include the construction of a physical activity and wellness center for the campus.
- Additional enrollment growth funding; the funding model change for 2017-18 impacted us by over \$200,000. For 2018-19, we will utilize a UNC Student Success grant proposal request of just under \$100,000 for our enrollment growth strategy.
- Operational funding for NCSSM-Morganton to hire for the following three initial personnel: Director of Educational Program Development, Coordinator for Outreach and Industry Relations, and Administrative Assistant (\$250,000 for salaries and benefits)
- Operating funds to cover the costs of travel, communications/outreach, temporary pay, and contract services (\$245,000)
- Requested funds for NCSSM-Morganton operating costs total just under \$500,000.

**NCSSM-MORGANTON PLANNING UPDATE - Mr. Kevin Baxter**

Mr. Kevin Baxter shared a timeline that outlines the development of NCSSM-Morganton's educational program. We will be creating five steering teams: external relations; campus operations; student experience; academic program; and teaching & learning collaboratory. This plan will give opportunities for those with interest or expertise to be engaged. It will engage 75

external partners and 40-50 faculty, staff and administrators. We will be prioritizing the external relations and campus operations steering teams and work with those two groups from January to October 2018. The other three steering committees will engage in July/August 2018 and run through September/October, 2019. Mr. Darren Lathan and Mr. Jeff Paine of Duda|Paine architects (along with the design team leads) shared an overview of the schematic design for the Morganton campus. We launched the second episode of “The Road to Morganton,” a video documentary project led by NCSSM alumnus, Caleb Owolabi ‘11.

Chair Williams would like to craft a letter to UNC President Margaret Spellings and the UNC Board of Governors that gives an update on the NCSSM-Morganton project and the critical need for financial resources. Board member Page Lemel supports the crafting of letters and suggests that board members with personal connections to people in the legislature can hand deliver the letters.

**Action: Tom Williams moved to go into closed session. Page Lemel seconded the motion to consider the following:**

- to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee [N.C.G.S. § 143-318.11(a)(6)]

[CLOSED SESSION]

**Action: Page Lemel moved to return to open session. Genevia Fulbright seconded the motion.**

[OPEN SESSION]

[BREAK FOR LUNCH]

### **COMMITTEE REPORTS**

#### **FISCAL, AUDIT & HUMAN RESOURCES COMMITTEE, Mark Morgan, Chair**

Dr. Mark Morgan gave a report on the updates received during the FAHR subcommittee meeting: Joyce Boni, Chief Audit Officer, gave an update on the internal audit plan. Leah Englebright, Director of Budget and Finance, presented the school’s financial report as of September 30, 2017. The FAHR committee reviewed the summer 2017 revenue and expense report for the summer accelerator program that measured students served as well as revenue generated. Garry Covington, Director of Plant Facilities, gave an update on the school’s construction and renovation report. The FAHR committee then moved into closed session in order to consider nominations for staff emeritus. Back in open session, the committee considered and approved Barnhill Contracting to serve as the Construction Manager At-Risk for NCSSM-Morganton and brought the recommendation to the full board for approval.

#### **Barnhill Contracting Company, Construction Manager At-Risk for NCSSM-Morganton**

Mr. Martin Moser, Senior Vice President at Barnhill Contracting gave us an introduction to their company and shared their excitement in partnering with us as the Construction Manager At-Risk for the NCSSM-Morganton project. He shared that Barnhill Contracting has extensive

experience working with the state construction office, the UNC system, with restoration projects, and with Duda|Paine. They stay actively involved throughout the process. Mr. Mike Lutz, Senior Project Manager, will be with us the whole way - from the pre-construction phase to the walk-through and punch list. He has extensive experience renovating older buildings. Mr. Gail Suson will be our pre-construction team leader.

**Action: Eric Hall moved to approve Barnhill Contracting as the Construction Manager At-Risk for the NCSSM-Morganton project. Alan Lewis seconded the motion. The motion was approved unanimously.**

#### INSTITUTIONAL ADVANCEMENT COMMITTEE - Alisa McDonald, Chair

Ms. Alisa McDonald reported that we currently have just over 50% participation for donations from board members. We will need this number to reach 100% participation when we are ready to pursue grant funding. Ms. McDonald reminded the board that the emphasis is not on the amount of money donated, but on the participation from the board. She encouraged board members who have not yet donated to consider making a donation to the school. Giving Tuesday was a huge success this year. We raised \$70,000, reached new donors, and increased participation by 100%. We had an over 300% increase from our alumni donors.

#### DISTANCE EDUCATION AND EXTENDED PROGRAMS - Hugh Holston, Chair

Mr. Hugh Holston reported on DEEP's enrollment growth, sharing that we had to actively increase our enrollment numbers. We increased online class offerings by offering classes in entrepreneurship; race, leadership and ethics; and organic chemistry. We are looking at increasing sites for IVC courses and will also be piloting a computer science course focused on 9th and 10th grade students. This year, we added Brevard as a host site for the summer accelerator program. We are exploring the possibility of adding Barton College as another campus host site via connections for board member Paula Benson. Dr. Krissi Hewitt gave a presentation during the committee meeting on factors affecting student attrition.

#### COMPREHENSIVE CAMPAIGN PLANNING - moss+ross

Elizabeth Hopkins, Patrice Nelson and Jeanne Murray, moss+ross consultants, presented their campaign goals for our comprehensive campaign. The consultants gathered feedback from (4) focus groups: student experience (i.e. mental health counseling), academic innovation (i.e. computational science), statewide outreach (i.e. partnering with NC schools), and employee excellence (i.e. professional development). moss+ross detailed a plan to create goals that are ambitious, visionary, meaningful, and attainable. They led the board in an exercise that brainstorms what we wish our institution and our students would be able to experience with additional resources. Board member Stephanie Bass expressed a desire to have additional resources reach the lives of children across the state; to utilize the money to give back and touch all 100 counties. Board member Alisa McDonald hopes to utilize the resources to provide college scholarships and fund the research experience. Board Chairman, Tom Williams, wants to have enough resources to meet all staff members' innovative ideas and initiatives. Other board members referenced utilizing resources to gain access to the latest technology, to retain our talented staff, and to provide funds for loaner computers, equitable experiences, and international mini-term trips.

moss+ross went on to talk about the importance of setting a goal that our major donors would be interested in supporting. Examples of gifts in a comprehensive campaign include the Greater Challenge Fund, endowments, programmatic designations, capital/building funds and planned gifts. The top six to eight lead gifts will typically generate 50% of our funding. For each lead gift, we will need to generate three times the number of prospects.

#### EDUCATIONAL POLICIES & PRACTICES COMMITTEE - Eric Hall, Chair

Mr. Eric Hall gave a report on the updates received during the EPPC committee meeting. Mr. Terry Lynch, Vice Chancellor for Student Life, shared the annual drug and alcohol report. Ms. Jennifer Ashe, Director of Student Life, gave an update on the active bystander training. This year we hired 13 new faculty members and five new Student Life Instructors (four of whom are NCSSM alumni). We have a new check-in system in our counseling department that tracks student visits. So far this year, we have already recorded over 1,800 visits. With that data, Mr. Lynch and Ms. Lori Hackney, Dean of Counseling, are writing a request for proposal (RFP) to request funding for a new psychologist position. Dr. Katie O'Connor, Vice Chancellor for Academic Programs, shared an accreditation update. Ashton Powell, Faculty Senate President, gave update from the Faculty Senate. Crystal Woods, Staff Senate Chair, was recently named to the UNC Staff Assembly Senate where she will be serving as the Staff Senate Secretary. We recently awarded two Chancellor's Awards for Excellence; recipients were Sophie Williams (SHRA) and Linsey Morrison (EHRA). Mr. Eric Hall encouraged all to read the Staff Senate report for the incredible comments made by colleagues about the recipients of these two awards.

#### 2016-17 Drug and Alcohol Report - Mr. Terry Lynch

Mr. Terry Lynch gave a detailed summary of the 2016-17 drug and alcohol report. He shared that our school's stance to enforce a drug-free and alcohol-free environment is communicated and reiterated throughout the admission process. The majority of our student body complies with that message but we did have a small number of incidents this past year. As a result, four senior students withdrew prior to going through a discipline process. We try to provide students with good counsel as they go through this difficult process. We inform them that if they go through our discipline process and are dismissed, it makes it tougher to return to their home high schools. With a withdrawal, we help them transition back into their home schools.

We want to create a drug- and alcohol-free environment that allow parents to feel comfortable sending their children here. There are still a few incidents every year and we try to handle them with a great deal of care and sensitivity. Most of our discipline programs have a restorative justice approach. However, our policy on drugs and alcohol do not adopt a restorative justice approach at this time. This policy is something that the board can think about as the nation moves towards a restorative justice approach and how that can influence how we handle drug use and opioid use on this campus. These situations are not easy for the student, family, or the administration and we try to handle each case with an incredible amount of sensitivity.

#### EXECUTIVE COMMITTEE REPORT - Mr. Tom Looney

Mr. Tom Looney presented the November 9, 2017 Executive Committee Draft Minutes.

**Action: Hugh Holston moved to adjourn the meeting. Alisa McDonald seconded the motion.**