



**August 1, 2024**  
**Quarterly Meeting Minutes**

The Board of Trustees of The University of North Carolina at Wilmington held a regular quarterly meeting at 3:00 p.m., on August 1, 2024, in the Nixon Annex Golden Hawk Room. Chair Carlton Fisher called the meeting to order. Chair Fisher read the conflict-of-interest statement in compliance with the State Government Ethics Act. No conflicts or appearances of conflicts were identified.

**ROLL CALL**

Assistant Secretary Jennifer Groves called the roll, and a quorum was established. Members of the Board in attendance were Traci L. Butler, Earl F. "Hugh" Caison II, Frances "Perry" Chappell, Jeffrey D. Clark, Malcomb D. Coley Sr., H. Carlton Fisher, Stephen E. Griffin, Robert S. Rippy, Yousry Sayed, Kevin H. Sills., Skyler A. Stein, Jimmy T. Tate, and Aldona Z. Wos.

**APPROVAL OF MINUTES**

On motion made by Trustee Fisher, seconded by Trustee Stein and duly carried, the minutes of the quarterly meeting of the Board of Trustees held on April 26, 2024, and the special called meeting of the Board held on June 25, 2024, were approved as distributed in advance.

**REPORTS OF STANDING COMMITTEES**

**AUDIT, RISK, AND COMPLIANCE**

Trustee Sayed, chair of the committee, reported that Ms. Kelly Mintern, Chief Audit Officer, provided an Office of Internal Audit update and requested approval of the Fiscal Year 2025 Audit Plan. Trustee Sayed's motion for approval was duly carried on behalf of the committee. Trustee Sayed summarized other presentations to the committee, including updates from Human Resources and Enterprise Risk Management.

**BUSINESS AFFAIRS**

Trustee Clark, chair of the committee, shared that Ms. Elizabeth Morgan with Hanbury Architects provided an executive summary of the Campus Master Plan. Mr. Mark Morgan, Associate Vice Chancellor for Business Affairs for Facilities, requested approval of the Campus Master Plan. Trustee Clark's motion for approval was duly carried on behalf of the committee. Mr. Morgan then provided



additional Facilities updates. Ms. Sharyn Miller, Chief Information Officer, presented the UNCW Mobile App.

Mr. Miles Lackey, Vice Chancellor for Business Affairs, presented a FY25 Budget Update and an Institutional Trust Cash Management Update. He requested approval to amend the Institutional Trust Fund Policy to include U.S. Government Money Market Funds as a permitted investment for UNCW's Institutional Trust Funds. Trustee Clark's motion for approval was duly carried on behalf of the committee.

#### EDUCATIONAL PLANNING AND PROGRAMS

Trustee Chappell, chair of the committee, shared highlights from the presentation made by Faculty Senate President Colleen Reilly. Trustee Perry reported that Dr. Jamie Winebrake, Provost and Vice Chancellor for Academic Affairs, provided divisional updates from Academic Affairs, including updates to the RTP (Reappointment, Tenure, and Promotion) Policy, followed by an overview of enrollment numbers and expectations. Trustee Perry called on Dr. Christine Reed Davis, Vice Chancellor for Student Affairs, who introduced Dr. Kevin Meaney, Director of Housing and Residence Life. Dr. Meaney presented the Move-In and housing plans.

#### EXTERNAL AFFAIRS

Trustee Sills, chair of the committee, shared that Marion Warren, Assistant to the Chancellor & Executive Director of Government and External Relations, provided a legislative update. Trustee Sills shared highlights from the University Advancement and Campaign presentation from Eddie Stuart, Vice Chancellor for University Advancement. Trustee Sills also reported that Liza Saunders, Director of Marketing, shared the Office of University Relations' Marketing Plan.

#### CHANCELLOR'S REPORT

Chancellor Volety highlighted the Cabinet and Board of Trustees retreat at UNC Charlotte and his visit with University Partners in Spain, France, and Portugal. He recognized Student Body President and Trustee, Skyler Stein, who shared a report from the Student Government Association. At the request of Chancellor Volety, Ms. Susan Smith, Chair of Staff Senate, and Vice Chair of the UNC Staff Assembly, provided updates from the Staff Senate.

The Chancellor recognized Baseball Coach Randy Hood and Softball Coach Ashley Wade for their recent CAA Tournament Championships. He presented an appreciation award to Chief of Staff Bradley Ballou, as he departs for his new role at the UNC System Office. After sharing university updates, he introduced



student Jordan McLeod, who presented his student experience and work with the UNCW Helping Hand Project.

#### CLOSED SESSION

On motion by Trustee Sills, seconded by Trustee Clark, and duly carried, the Board convened in closed session, as allowed under the Open Meetings Act, to prevent the disclosure of privileged information, to prevent the premature disclosure of an honorary award or scholarship, establish or instruct staff or agent concerning the negotiations of the amount of compensation or other terms of an employment contract, and to consult with our attorney to protect the attorney-client privilege.

#### RESUMPTION OF OPEN SESSION AND ACTION ON ITEMS FROM CLOSED SESSION

On motion by Trustee Stein, seconded by Trustee Sills, and duly carried, the Board reconvened in open session. On motion seconded and duly carried, the Academic Affairs personnel recommendations were approved as considered in closed session. On motion seconded and duly carried, the Athletics personnel contract recommendation was approved as considered in closed session.

#### OLD BUSINESS

The Board had no old business for consideration.

#### NEW BUSINESS

Chair Fisher called on Trustee Clark, Chair of the 2024-2025 Nominating Committee who presented a proposed slate of officers:

Chairman of the Board:	Carlton Fisher
Vice Chairman:	Hugh Caison
Secretary:	Kevin Sills

Assistant Secretaries of the Board:	Tiffany Tramontozzi
	Jennifer Groves

On motion by Trustee Coley, seconded by Trustee Stein, and duly carried, the 2024-2025 slate of officers was approved as considered.



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BOARD of TRUSTEES

ADJOURNMENT

There being no further business, Chair Fisher invited members to participate in the annual Move-In tradition on August 16<sup>th</sup> and 17<sup>th</sup>. The next Quarterly Meetings of the Board are October 24<sup>th</sup> and 25<sup>th</sup>. The meeting was duly adjourned.

  
Chairman  
Assistant Secretary