



Business Affairs Committee

February 8, 2024

AGENDA

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|------|--|-----------------------|
| (1) | Call to Order | Trustee Jeffrey Clark |
| (2) | Statement from State Government Ethics Act | Trustee Jeffrey Clark |
| (3) | Approval of Minutes from October 13, 2023 | Trustee Jeffrey Clark |
| (4) | Overview of FY23 Financial Statements | Jennifer Leung |
| (5) | University Parking Rates for FY25 | Gino Galutera |
| (6) | Facilities Update | Mark Morgan |
| (7) | UNCW Welcome Center Advance Planning Authority | Mark Morgan |
| (8) | Closed Session | Trustee Jeffrey Clark |
| (9) | Old Business | Trustee Jeffrey Clark |
| (10) | New Business | Trustee Jeffrey Clark |
| (11) | Adjournment | Trustee Jeffrey Clark |

AGENDA ITEM

Approval of Minutes

Situation:

Approval of the minutes from the most recent Committee meeting

Background:

N/A

Assessment:

N/A

Action:

This requires a vote by the committee.

Supporting Documentation:

Draft Business Affairs Committee Minutes from the October 13, 2023 Meeting

**Business Affairs Committee
UNCW Board of Trustees
Friday, October 13, 2023, at 10:45 a.m.**

DRAFT

MINUTES

The Business Affairs Committee of the UNCW Board of Trustees met on Friday, October 13, 2023, at 10:45 a.m. Members present at the meeting were: Mr. Jeff Clark (Chair), Ms. Traci Butler, Mr. Bob Rippy, Dr. Yousry Sayed, and Dr. Jimmy Tate.

Mr. Clark called the meeting to order and read the required ethics statement from the State Government Ethics Act. No conflicts were identified.

Mr. Clark asked for a motion to approve the minutes of the July 27, 2023, meeting. Mr. Rippy made a motion to “approve the minutes of the July 27, 2023, meeting as presented.” Ms. Butler seconded the motion and the motion carried.

Next, Mr. Miles Lackey, Vice Chancellor for Business Affairs, provided a brief overview of the Endowment Board composition and its purpose. In addition, Mr. Lackey explained that the Endowment Board would need to elect one additional member for a three-year term beginning on January 1, 2024 – which is necessary to maintain the desired membership level for the board.

As a result, Mr. Lackey requested Board of Trustees approval to re-elect Mr. Malcomb Coley to serve on the Board of Trustees of the Endowment Fund for a three-year term, consisting of calendar years 2024, 2025, and 2026.

Dr. Tate made a motion to approve the re-election of Mr. Malcomb Coley. Ms. Butler seconded the motion and the motion carried.

Following Mr. Lackey’s presentation, Dr. Sharyne Miller, Chief Information Officer, provided an overview of ITS’s efforts to provide a technologically progressive environment for UNCW’s students, faculty, and staff. Specifically, Dr. Miller discussed the importance of Integrated Educational Technologies in UNCW’s classrooms, she highlighted ITS’s efforts to enhance cybersecurity across campus, and she described a partnership with NC State to make High-Performance Computing resources available to UNCW researchers in a financially viable manner.

Following Dr. Miller's presentation, Mr. Mark Morgan, Associate Vice Chancellor for Facilities, provided an update on the Randall Library Renovation and Expansion project, the Outdoor Recreation Fields and Facilities Improvements project, the King Hall Repair and Renovation project, the Alderman Hall Repair and Renovation project, and the Center for Marine Science Repair and Renovation project.

Following Mr. Morgan's presentation, Mr. Lackey provided the VCBA Update in which he outlined the UNC System's tuition and fee instructions for the upcoming fiscal year.

Pursuant to the System Office instructions, Mr. Lackey stated no tuition increases will be permitted for in-state undergraduate students next fall. However (pursuant to the instructions), tuition increases will be considered for out-of-state undergraduate students and for all graduate students. According to Mr. Lackey, the System Office instructions also offered guidance with respect to student fees. Specifically, the instructions stated that mandatory student fee increases would be limited to a 3% cap, and revenues generated from said increases are required to be used to maintain core operations in the respective fee-supported units.

Mr. Lackey stated that the Chancellor's advisory committee on tuition and fee increases would be carefully evaluating proposed adjustments over the coming weeks before providing the Chancellor with a recommendation for any applicable increases in November.

Next, Mr. Lackey provided a brief update on alcohol sales at athletic events in FY23. In summary, Mr. Lackey said the introduction of alcohol sales at athletic events had improved the fan experience – and done so in a manner which was safe and responsible. Mr. Lackey noted that a memo with more detailed information regarding alcohol sales in FY23 had been included with the meeting materials provided to the BOT.

Mr. Lackey concluded his remarks by making the committee aware that Ms. Kristy Nance was recently appointed to serve as UNCW's next Director of Budget, Planning, & Analysis.

Following Mr. Lackey's presentation, there was no further business, and the meeting was adjourned.

AGENDA ITEM

Overview of FY23 Financial Statements

Situation:

Update on the fiscal year 2023 audited financial statements

Background:

The state auditor issued an unqualified opinion with no management letter comments or findings and no findings of material weakness in internal controls over financial reporting.

Assessment:

N/A

Action:

This item is for information only.

Supporting Documentation:

Overview of FY23 Financial Statements PowerPoint Presentation

AGENDA ITEM

University Parking Rates for FY25

Situation:

UNCW proposes to increase parking rates as part of the general parking fee schedule.

Background:

UNCW regularly evaluates parking fees to account for inflation and infrastructure needs. As our campus grows, we are proposing a 5% increase across all student parking permits, which will generate approximately \$150K in additional revenue. The revenue generated by the proposed increase will be allocated to support the maintenance of existing parking areas and to supplement future investments in additional parking spaces.

Assessment:

The proposed 5% increase will enable UNCW to make necessary investments in the parking enterprise while remaining reasonably priced relative to other UNC System Campuses.

Action:

This requires a vote by the committee, with a vote by the full Board of Trustees.

Supporting Documentation:

University Parking Rates for FY25 PowerPoint Presentation

AGENDA ITEM

Facilities Update

Situation:

Update on capital projects in progress; Randall Library Renovation and Expansion, Outdoor Recreation Fields and Facilities Improvements, King Hall and Alderman Hall Repair and Renovation

Background:

N/A

Assessment:

N/A

Action:

This item is for information only.

Supporting Documentation:

Facilities Update PowerPoint Presentation

AGENDA ITEM

Advance Planning Authority request for the UNCW Welcome Center

Situation:

The University is requesting Advance Planning Authority for the development of a University Welcome Center.

Background:

Scope: The University is interested in developing a Welcome Center that would serve as a central hub providing information, support, and a welcoming environment for various stakeholders, including prospective and current students, parents, alumni, and visitors. Although in progress, the current Master Plan has indicated there is a significant need to provide this facility for the campus.

Assessment:

To enable the funds set aside to support this project to be placed into a capital fund (and therefore not revert to the state at the end of the fiscal year) Advance Planning Authority needs to be provided by the Board of Trustees.

Action:

This requires a vote by the Committee, with a vote by the full Board of Trustees.

Supporting Documentation:

Facilities Update and Action Item PowerPoint Presentation