

NC STATE UNIVERSITY

July 15, 2022 NC State University Board of Trustees Meeting

via Zoom

go.ncsu.edu/botmeeting

NC STATE UNIVERSITY

July 15, 2022 NC State University Board of Trustees Meeting

Meeting Agenda - via Zoom at go.ncsu.edu/botmeeting

- | | |
|-------------|--|
| 10:00 a.m. | 1. University Affairs Committee Meeting
Dewayne Washington, Chair |
| 10:15 a.m. | 2. Executive Committee Meeting*
Stan Kelly, Chair
* or immediately following |
| 10:30 a.m.* | 3. Board of Trustees Meeting
Stan Kelly, Chair
* or immediately following |
| | 4. Call to Order, Public Meeting Notice, and Reading of Ethics Statement
Stan Kelly, Chair |
| | A. Ethics Statement |
| | 5. Approval of Minutes
Stan Kelly, Chair |
| | A. April 2022 Full BOT Open Minutes Final.docx |
| | B. April 2022 Full Board Closed Session Minutes |
| | C. June 9 2022 BOT Retreat Open Minutes Final.docx |
| | 6. Chair's Report
Stan Kelly, Chair |
| | 7. Chancellor's Report
Randy Woodson, Chancellor |
| | 8. Nomination of Slate and Election of Officers for 2022 - 2023; Nomination of Executive Committee At-Large Members
Stan Kelly, Chair |
| | 9. University Affairs Committee Report
Dewayne Washington, Chair |
| | 10. Items of Interest to Members of the Board of Trustees
Stan Kelly, Chair |

11. Closed Session*
Stan Kelly, Chair

*If necessary

12. Reconvene in Open Session*
Stan Kelly, Chair

*If necessary

13. Adjourn
Stan Kelly, Chair



NORTH CAROLINA STATE ETHICS COMMISSION

SAMPLE¹

ETHICS AWARENESS & CONFLICT OF INTEREST REMINDER

(to be read by the Chair or his or her designee at the beginning of each meeting)

In accordance with the State Government Ethics Act, it is the duty of every [Board] member to avoid both conflicts of interest and appearances of conflict.

Does any [Board] member have any known conflict of interest or appearance of conflict with respect to any matters coming before the [Board] today?

If so, please identify the conflict or appearance of conflict and refrain from any undue participation² in the particular matter involved.

Rev. 1-16-07

¹ N.C.G.S. §138A-15 (e): "At the beginning of any meeting of a board, the chair shall remind all members of their duty to avoid conflicts of interest and appearances of conflict under [Chapter 138A]." There is no set language required by the Act. Specific language can and should be tailored to fit the needs of each covered board as necessary.

² "A public servant shall take appropriate steps, under the particular circumstances and considering the type of proceeding involved, to remove himself or herself to the extent necessary, to protect the public interest and comply with this Chapter, from any proceeding in which the public servant's impartiality might reasonably be questioned due to the public servant's familial, personal, or financial relationship with a participant in the proceeding." See N.C.G.S. §138A-36 (c). If necessary, the Chairman or individual member involved should consult with his ethics liaison, legal counsel, or the State Ethics Commission to help determine the appropriate response in a given situation.

OPEN SESSION MINUTES
Board of Trustees
North Carolina State University
Raleigh, North Carolina
April 22, 2022

The North Carolina State University Board of Trustees met in regular session on Friday, April 22, 2022. Trustees attended in the Hood Board Room, located in the Park Alumni Center.

Members present:

Stanhope A. Kelly, Chair
Robert F. Andrews, III
Erik L. Dixon
Ann B. Goodnight
James A. Harrell, III
David Dee Herring
Timothy L. Humphrey
Ven Poole
Perry Safran
Edwin J. Stack, III
Dewayne N. Washington
Edward I. Weisiger, Jr.
McKenzy Heavlin, *ex officio*

Absent: Timothy Humphrey

Chair Stan Kelly called the meeting to order at 10:00 a.m. and a quorum was present.

Chair Kelly reminded all members of their duty to avoid conflicts of interest and appearances of conflicts of interest under the State Government Ethics Act and inquired as to whether there were any known conflicts of interest or appearances of conflict with respect to any matters coming before the board at this meeting. Chair Kelly reminded those in attendance that while the full Board meeting is a public meeting, it is not a meeting for public comment and only those on the agenda will be permitted to speak. He asked that all Trustees identify themselves before speaking.

Chair Kelly then recognized Terry Hutchens, NC State's Board of Governors Liaison. Governor Hutchens thanked Chair Kelly for the opportunity to attend the meeting. Governor Hutchens invited the Board to attend the upcoming special meeting of the UNC Board of Governors which will feature discussions on freedom of speech. Governor Hutchens looks forward to the spirited discussion with faculty, students and staff at this meeting.

Chair Kelly recognized Dr. Teresa Sullivan, former President of The University of Virginia. Dr. Sullivan joined the meeting as part of the Chancellor's 4-Year Comprehensive Performance Review and Chair Kelly thanked her for assisting the University with this process.

MINUTES

Chair Kelly asked for a motion to approve the open and closed session minutes of the February 18, 2022 meeting and the minutes from the March 16, 2022 Board Workshop on the All Funds Budget.

Trustee Weisiger made the motion, seconded by Trustee Harrell, to approve the open and closed session minutes of the February 18, 2022 meeting of the full Board and the minutes from the March 16, 2022 Board Workshop. Chair Kelly called on the Assistant Secretary Paula Gentius to record the vote. All members were in favor.

Andrews	AYE
Dixon	AYE
Goodnight	AYE
Heavlin	AYE
Harrell	AYE
Herring	AYE

Poole	AYE
Safran	AYE
Stack	AYE
Washington	AYE
Weisiger	AYE
Kelly	AYE

The motion passed.

CHAIR'S REPORT – CHAIR STAN KELLY

Chair Kelly had several business items to bring before the full Board but started by thanking Ellen Klingler, Stephanie Money and the entire University Special Events Staff for the wonderful Board of Trustees Reception held at the D.H. Hill, Jr. Library. Chair Kelly also formally congratulated Student Body President, McKenzy Heavlin for winning his second term and for his upcoming graduation on May 7, 2022 and asked President Heavlin to say a few words. President Heavlin stated that after graduation he will be interning in Washington, D.C. and will return to NC State for graduate school.

Chair Kelly next provided an update from the Executive Committee meeting on April 22, 2022. The June 9, 2022 Board Retreat will be facilitated by Dr. Paul Friga, senior consultant with AGB and a clinical professor at UNC's Kenan-Flagler School of Business. A draft agenda will be shared with the Trustees as soon as it is finalized. The July meeting of the Board will be virtual and will serve as the election of officers and any other business needed at that time.

Chair Kelly presented two members to the Board of Trustees of the Endowment Fund for election; the reappointment of Susan Ward, and the appointment of H.B. "Hans" Warren, Jr.. Both recommendations come with the concurrence of Chancellor Woodson.

Chair Kelly moved that this Board elect Susan Ward and H.B. "Hans" Warren, Jr. as members of the Endowment Fund Board of Trustees. This motion was seconded by Trustee Andrews and Chair Kelly called on the Assistant Secretary Paula Gentius to record the vote. All members were in favor.

Andrews	AYE
Dixon	AYE
Goodnight	AYE
Heavlin	AYE
Harrell	AYE
Herring	AYE
Poole	AYE
Safran	AYE
Stack	AYE
Washington	AYE
Weisiger	AYE
Kelly	AYE

The motion passed.

Chair Kelly then discussed the memorandum from Board of Governors Chair Randy Ramsey regarding Board of Trustees expectations and best practices. The memorandum was a reminder of the attendance and participation expectations for boards of trustees and also asked that we notify the System Office of our meeting practices. Assistant Secretary Gentius has notified the System Office of our current in-person meeting standards and Bylaws requirements.

Chair Kelly thanked the members of the Buildings and Property Committee and recognized the efforts of Doug Morton and Lisa Johnson for going above and beyond the call of duty to manage the increased amount of campus construction activity. He thanked the Trustees for their time and willingness to serve on the review of projects..

Chair Kelly ended his report with a reminder regarding the summer meeting on Friday, July 15, 2022 via Zoom. At this meeting, the Board will hold the election of officers and address any business that will require action prior to the September meeting.

CHANCELLOR'S REPORT – DR. RANDY WOODSON

Chancellor Woodson thanked Dean Buckless and his team from the Poole College of Management for an excellent presentation. The Chancellor also thanked the Board of Trustees for all that they do for NC State University.

Chancellor Woodson began by reporting that Eduardo C. Corral, assistant professor in the College of Humanities and Social Sciences' Master of Fine Arts program has been awarded a Guggenheim Fellowship. Dr. Corral is also a faculty scholar and a phenomenal poet.

Chancellor Woodson thanked Governor Hutchens and acknowledged the Board of Governors for the work done by then on the enrollment funding formula which will allow us to manage growth and enrollment. Chancellor Woodson also stated that the legislature is currently in the short session and the priority for NC State and the UNC System is to make sure that our elected officials understand what inflation is doing to our campuses. Governor Hutchens thanked Chancellor Woodson for being a tremendous advocate not only for NC State, but the entire UNC System, regarding the tuition funding model, as well as, flexibility in hiring.

The Chancellor stated that during the pandemic, the SAT and ACT admission criteria were waived due to COVID and there is interest in making this testing optional. The UNC Board of Governors is interested in obtaining additional data and has agreed to waive this requirement for an additional two years.

Chancellor Woodson discussed the challenges to remain competitive for talent. The university continues to struggle in keeping and retaining personnel and the Board of Governors have lifted some restrictions in the hiring process. We also expect to see information from the State of North Carolina regarding hiring bonuses and other employee incentives.

Discussion was held regarding intercollegiate athletics and the current changes within the rules and NCAA system. Chancellor Woodson reminded the group that the University, officers and administration of the University cannot be involved in NIL negotiations or brokering contracts for students and NIL arrangements cannot be used in recruitment of student athletes. Chancellor Woodson stated that within the next six months, the NCAA will change dramatically and this may be a topic discussed during the June Retreat.

Chancellor Woodson introduced two new Deans to the group; Kathryn Meurs, DVM, Dean of the College of Veterinary Medicine, and Dr. Paola Sztajn, Dean of the College of Education.

Chancellor Woodson thanked the Trustees again for their time and leadership.

COMMITTEE REPORTS

AUDIT, RISK MANAGEMENT AND FINANCE COMMITTEE – CHAIR ED WEISIGER, JR.

The Audit, Risk Management and Finance Committee met on April 21, 2022 and a quorum was present. The Committee approved minutes from the February 17, 2022 meeting.

Vice Chancellor Charles Maimone presented the FY23 All-Funds Budget Plan, which was approved by the Committee and was brought forth for full board approval.

Chair Weisiger, Jr. made a motion for approval of the All-Funds Budget Plan as presented in the pre-materials. This motion was seconded by Trustee Washington and Chair Kelly called on the Assistant Secretary Paula Gentius to record the vote. All members were in favor.

Andrews	AYE
Dixon	AYE
Goodnight	AYE
Heavlin	AYE
Harrell	AYE
Herring	AYE
Poole	AYE
Safran	AYE
Stack	AYE

Washington	AYE
Weisiger	AYE
Kelly	AYE

The motion passed.

Internal Audit Director Cecile Hinson presented the proposed Fiscal Year 2023 Audit Plan, which was approved. Ms. Hinson also provided a quarterly update on Internal Audit activity since our last meeting. Vice Chancellor Charles Maimone gave an update on current fiscal year operations. Budgets are being managed by monitoring revenues and expenditures.

Associate Vice Chancellor Mary Peloquin-Dodd reported on the University's financial performance for the first eight months of fiscal 2022. While revenues have increased sharply, expense growth was lower. She discussed issues of supply chain and inflation and expected price increases in vulnerable sectors. NC State's suppliers and their source suppliers are experiencing significant freight delays and raw material Ms. Peloquin-Dodd also presented the Annual Review of Associated Entities to satisfy the annual Associated Entity review required by the Board of Governors. All audits were sent to the System Office and copies of the Audits were made available to the Board via hyperlinks in the pre-materials. There were no audit findings or management letters issued for the fiscal 2021 audits. She also provided information on net assets for the Associated Entities. This information can be found in your pre-materials.

Lori Johnson, University Controller, provided the committee with a debt update. She reviewed a ten-year history of the University's Outstanding Debt, by amount, type, and purpose, and included a debt service schedule for all outstanding debt.

Vice Chancellor Allison Newhart and Kristen Meeks, University Compliance, Ethics, and Enterprise Risk Management Officer presented an update on the University's Strategic Enterprise Risk Management process. They provided an overview of the ERM process, a report on the risks reported to the UNC System for FY 21-22, and presented the top 10 risks identified for FY 22-23.

That concluded the Audit, Risk Management and Finance report.

BUILDINGS AND PROPERTY COMMITTEE - CHAIR ED STACK

The Buildings and Property Committee met on April 21, 2022 and a quorum was present. The Committee reviewed and approved the February 17, 2022 open meeting minutes.

The Committee reviewed and approved two property matters for Full Board approval.

The first matter was an Acquisition by Lease. Renewal of the existing office space lease in Asheville, North Carolina for a period of five-years for the North Carolina Institute for Climate Studies.

Chair Stack made a motion for approval of this property matter. This motion was seconded by Trustee Herring and Chair Kelly called on the Assistant Secretary Paula Gentius to record the vote. All members were in favor.

Andrews	AYE
Dixon	AYE
Goodnight	AYE
Heavlin	AYE
Harrell	AYE
Herring	AYE
Poole	AYE
Safran	AYE
Stack	AYE
Washington	AYE
Weisiger	AYE

Kelly AYE
The motion passed.

The second matter was an Acquisition by Reallocation. Reallocation of the Rollins Laboratory Building located at 2101 Blue Ridge Road to NC State University from NC Department of Agriculture and Consumer Services.

Chair Stack made a motion for approval of this property matter. This motion was seconded by Trustee Safran and Chair Kelly called on the Assistant Secretary Paula Gentius to record the vote. All members were in favor.

Andrews	AYE
Dixon	AYE
Goodnight	AYE
Heavlin	AYE
Harrell	AYE
Herring	AYE
Poole	AYE
Safran	AYE
Stack	AYE
Washington	AYE
Weisiger	AYE
Kelly	AYE

The motion passed.

The Committee reviewed the recommended changes to the Designer Selection Procedure. They approved to change the requirement for trustee participation in designer interviews from projects over \$500,000 to projects over \$2,000,000 for new buildings, building additions or comprehensive renovations projects.

The Committee also reviewed and approved the designer selections for two projects: the Centennial Campus Substation – Reconstruction and the Centennial Campus Plaza. We reviewed and approved the open-ended service agreements designer selections from 2022 to 2024. We reviewed and approved eight designer selections for projects costing \$1 million or less, and two plans and specifications of formal projects costing less than \$2 million. The Committee then reviewed and approved ten completed buildings and projects accepted at the combined value of \$2,799,249.

The Committee reviewed and approved a proposed revision to Policy 07.06.01 Parking and Transportation Ordinances 2022-2023 for Full Board approval.

Chair Stack made a motion for approval of this proposed revision. This motion was seconded by Trustee Herring and Chair Kelly called on the Assistant Secretary Paula Gentius to record the vote. All members were in favor.

Andrews	AYE
Dixon	AYE
Goodnight	AYE
Heavlin	AYE
Harrell	AYE
Herring	AYE
Poole	AYE
Safran	AYE
Stack	AYE
Washington	AYE
Weisiger	AYE
Kelly	AYE

The motion passed.

The Committee received updates on recommended changes to the designer selection procedure and informational reports for the Capital Projects, Status of Projects in Planning, Innovation District and the Physical Master Plan.

That concluded the Buildings and Property report.

UNIVERSITY ADVANCEMENT AND EXTERNAL AFFAIRS COMMITTEE – CHAIR CHIP ANDREWS

The Advancement and External Affairs Committee met on April 21, 2022 with a quorum present. The Committee reviewed and approved the February 17, 2022 open meeting minutes.

Vice Chancellor Brian Sischo presented a University Advancement update, where he highlighted several campaign related events including the Gratitude Tour and the Plant Sciences Building dedication. He then provided an in-depth overview of the success of NC State's fourth Day of Giving, as well as an update related to the Associate Vice Chancellor for Alumni Engagement and Annual Giving search.

Vice Chancellor Kevin Howell and Assistant Vice Chancellor Julie Smith shared an External Affairs and Legislative Update where they reviewed the timeline, revenue forecast, and expectations related to the 2022-23 short session. They were also joined by Associate Vice Chancellor Mark Schmidt who shared an overview of the Partnerships office, which is responsible for growing industry, government and nonprofit partnerships both on Centennial and across NC State.

Following the informational reports, the Committee reviewed and approved eight naming opportunity proposals for the College of Agriculture and Life Sciences, the College of Engineering, NC State Athletics and the Wolfpack Club, the NC State Libraries, and for the Office of the Provost. In addition, the committee reviewed and approved the changing of the McKimmon Center for Extension and Continuing Education division name to NC State Continuing and Lifelong Education division.

Associate Vice Chancellor Jeff Baynham shared an Advancement Services update with the committee where he reviewed the benefits and timeline for the next generation CRM.

Finally, the Committee met in closed session and approved six donor naming proposals for the College of Agriculture and Life Sciences and NC State Athletics and the Wolfpack Club which will be presented to the full board in closed session today.

UNIVERSITY AFFAIRS COMMITTEE – CHAIR DEWAYNE WASHINGTON

The University Affairs Committee met on April 21, 2022 with a quorum present.

Under the consent agenda, the Committee approved the February 17, 2022 meeting minutes; the option for two distinguished professorships to be awarded on a time-limited basis; and conferral of tenure actions.

The Committee also approved the request to discontinue two masters programs in Youth, Family, and Community Sciences, a Masters and a Master of Science. The discontinuations are part of a process to consolidate separate but interrelated degree programs. The discontinued Masters programs will be merged with the existing Masters in Agriculture and Extension Education, and the resulting consolidated program will be retitled to the Masters in Agricultural Education and Human Sciences. The discontinued Master of Science program will be merged with the existing Master of Science in Agriculture and Extension Education, and the resulting consolidated program will be retitled to the Master of Science in Agricultural Education and Human Sciences. This is almost entirely an administrative change and students will likely see no differences to their degree programs as current students complete and new students matriculate in.

Chair Washington moved for approval to discontinue the Masters programs in Youth, Family, and

Community Sciences. This motion was seconded by Trustee Stack and Chair Kelly called on the Assistant Secretary Paula Gentius to record the vote. All members were in favor.

Andrews	AYE
Dixon	AYE
Goodnight	AYE
Heavlin	AYE
Harrell	AYE
Herring	AYE
Poole	AYE
Safran	AYE
Stack	AYE
Washington	AYE
Weisiger	AYE
Kelly	AYE

The motion passed.

The committee received several updates and required annual reports which are found in the materials.

Chancellor Woodson provided an update on May commencement activities. Commencement will be held on Saturday, May 7, at 9 a.m. in PNC Arena. Honorary Degrees will be awarded to two NC State alumni: Brian Harry, a Technical Fellow and Former Corporate Vice President of Microsoft will receive the Honorary Doctor of Sciences and Mohamed Mansour a Global Business Leader and the Co-Founder and Chair of the Mansour Group will receive the Honorary Doctor of Humane Letters. Mr. Mansour will also serve as the Commencement Speaker. His dedication to hard work and charitable giving making him a true inspiration and the embodiment of NC State's Think and Do attitude.

In his report, Provost Arden provided an update on new academic degree programs and current initiatives, including leadership announcements and searches. He also informed the committee of distinguished professorship appointments that have been awarded this academic year and reported that in accordance with the UNC Policy on the Employment of Related Persons (Anti-Nepotism Policy), NC State did not have any reported employees out of compliance with the policy for calendar year 2021. As a requirement of the UNC System, annual reports were given to demonstrate the university's compliance in several areas including diversity and inclusion; intercollegiate athletics and HR compliance. On behalf of the committee, Chair Washington thanked all of these units for their efforts in this regard.

The Committee also heard annual reports from Enrollment Management and Services about residency for full scholarship undergraduate students and students requiring special consideration.

The Committee received updates from the Faculty and Staff Senates on discussion topics and current initiatives. On behalf of the University Affairs Committee, Chair Washington thanked Staff Senate Chair Helen DiPietro for keeping us informed of the important work being done by staff in support of our campus and the Committee looks forward to working with the incoming Staff Senate Chair in the same regard.

In the Closed Session, the committee discussed an addendum to a Head Coach Employment agreement; a new employment agreement for the Athletics Director and the appointment and initial salary of two Deans. Upon returning to Open Session these items were approved by the committee.

This concluded the University Affairs Committee report.

BOARD OF VISITORS REPORT - JIM HANSEN, CHAIR

Chair Hansen reported that the Board of Visitors met on March 4, 2022 for their regular biannual meeting. Chief Kelly attended the meeting, acknowledging the passing of General Odierno and the move of Erik Dixon from the Board of Visitors to the Board of Trustees. Chancellor Woodson also attended the meeting and thanked the six Board members that have completed their terms.

Several updates were provided to the group; Vice Chancellor Mladen Vouk on Research and Innovation, Vice Chancellor Charlie Maimone on the transformation of the campus and facilities, and updates on real

estate developments. Athletic updates were provided by Athletic Director, Boo Corrigan and Head Women's Cross Country Coach, Laurie Henes and a legislative update was given to the group by Charlie Perusse, State Budget Director.

That concluded the report from the Board of Visitors.

STUDENT GOVERNMENT REPORT - MCKENZY HEAVLIN, STUDENT BODY PRESIDENT

President Heavlin shared the results from the spring election for Student Body Government Officers and introduced new Student Body Vice President Timothy Reid.

President Heavlin stated that the Student Government wrapped up the 101st session and began their 102nd session. The platform for this year will be student engagement and student feedback with a strong focus on mental health along with continuing projects from the previous year.

That concluded the report for Student Government.

CLOSED SESSION

With no further business in open session, Assistant Secretary Gentius called for a motion, seconded by Trustee Goodnight at 11:00 a.m. to go into closed session to: consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of employment of a public officer or employee; to consult with an attorney to preserve the attorney-client privilege; and to prevent the premature disclosure of an honorary degree, scholarship, prize or similar award. The motion passed.

RECONVENE IN OPEN SESSION

At 11:48 a.m. the Board came out of closed session.

With no further business in open session, Chair Kelly adjourned the meeting at 11:50 a.m.

Respectfully submitted,

Assistant Secretary

Secretary

Approved:

Chair of the Board

OPEN SESSION MINUTES
Board of Trustees
North Carolina State University
Raleigh, North Carolina
June 9, 2022

The North Carolina State University Board of Trustees met in-person for a board retreat on Thursday, June 9, 2022 at the College of Veterinary Medicine, 1060 William Moore Drive, Raleigh, NC.

Members present:

Stanhope A. Kelly, Chair
Robert F. Andrews, III
Erik L. Dixon
Ann B. Goodnight
James A. Harrell, III
Timothy L. Humphrey
Ven Poole
Perry Safran
Edwin J. Stack, III
Dewayne N. Washington
Edward I. Weisiger, Jr.

Absent:

McKenzy Heavlin, *ex officio*
David Herring

Other Attendees:

Randy Woodson, Chancellor
Paula Gentius, Assistant Board Secretary
Paul Friga, Clinical Associate Professor of Strategy and
Entrepreneurship, UNC Chapel Hill, Kenan-Flagler Business School
Allison Newhart, Vice Chancellor and General Counsel
Warwick Arden, Executive Vice Chancellor and Provost
Charlie Maimone, Vice Chancellor for Finance and Administration
Kevin Howell, Vice Chancellor for External Relations, Partnerships &
Economic Development
Tim Danielson, Associate Vice Chancellor for Human Resources
Louis Martin-Vega, Dean of the College of Engineering
Kathryn Meurs, Dean of the College of Veterinary Medicine
Kamala Subramaniam, Google Engineering Site Lead, Durham, NC
Rob Enns, Vice President of Engineering for Cloud Networking at Google

Chair Kelly called the retreat to order at 9:00 a.m. and a quorum was present.

Chair Kelly invited Chancellor Woodson and Dean Meurs to welcome the group and then introduced Dr. Paul Friga, the facilitator for the retreat.

The retreat agenda included three sessions: Session I was an overview of the delegated authority of the Board of Trustees and a discussion on effective board governance; Session II included the presentations "How NC State's partnerships and economic development initiatives drive the North Carolina economy," "Preparing our graduates for the workforce of the future," and "Addressing the challenges of talent recruitment and retention at NC State;" Session III included an NIL Update discussion from Chancellor Woodson and roundtable discussions.

The retreat was adjourned at 3:00 p.m. and the Trustees went on a tour of the College of Veterinary Medicine hosted by Dean Kathryn Meurs.

Respectfully submitted,

Assistant Secretary

Secretary

Approved:

Chair