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**BOARD OF TRUSTEES  
NORTH CAROLINA STATE UNIVERSITY  
COMMITTEE MEETINGS: NOVEMBER 12, 2020  
FULL BOARD MEETING: NOVEMBER 13, 2020  
ALL MEETINGS WILL BE HELD VIA ZOOM**

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**THURSDAY, NOVEMBER 12, 2020**

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| <b>10:15 – 11:30 a.m.</b>     | <b>Buildings and Property Committee</b><br>Ed Stack, Chair<br>Andrews, Harrell, Murphy, Prestage, Safran<br><b>Open Meeting Link:</b> <a href="https://go.ncsu.edu/botmeeting">https://go.ncsu.edu/botmeeting</a>  |
| <b>12:00 p.m. – 1:00 p.m.</b> | <b>Deep Dive Presentation: <i>The Great Online Pivot: The Good, The Bad, The Ugly and the Implications for the Future</i></b><br><i>Presenters: Katharine Stewart, Tom Miller, Greg Raschke, Diane Chapman, Donna Petherbridge, Courtney Thornton</i><br>All Trustees and Chancellor's Cabinet<br><b>Meeting Link:</b> <a href="https://go.ncsu.edu/botmeeting">https://go.ncsu.edu/botmeeting</a> |
| <b>1:15 – 3:00 p.m.</b>       | <b>University Advancement and External Affairs Committee</b><br>Chip Andrews, Chair<br>Goodnight, Stack, Murphy, Prestage, Weisiger<br><b>Open Meeting Link:</b> <a href="https://go.ncsu.edu/botadvance-external">https://go.ncsu.edu/botadvance-external</a>   |
| <b>1:15 – 3:00 p.m.</b>       | <b>University Affairs Committee</b><br>Dewayne Washington, Chair<br>Flowers, Harrell, Kelly, Poole, Safran<br><b>Open Meeting Link:</b> <a href="https://go.ncsu.edu/univaffairs">https://go.ncsu.edu/univaffairs</a>  |
| <b>3:15 – 4:45 p.m.</b>       | <b>Audit, Risk Management and Finance Committee</b><br>Ed Weisiger, Jr., Chair<br>Flowers, Goodnight, Kelly, Poole, Washington<br><b>Meeting Link:</b> <a href="https://go.ncsu.edu/botmeeting">https://go.ncsu.edu/botmeeting</a>   |

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**FRIDAY, NOVEMBER 13, 2020**

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**8:15 – 9:00 a.m.**

**Dean's Briefing: *College of Education***

Mary Ann Danowitz, Dean

**Meeting Link:** <https://go.ncsu.edu/botmeeting>

**9:15 – 11:00 a.m.**

**FULL BOARD MEETING**

**Open Meeting Link:** <https://go.ncsu.edu/botmeeting>

- **Call to Order and Reading of Ethics Statement**  
Tom Cabaniss, Chair of the Board
- **Roll Call**
- **Approval of Minutes** TAB 1
  - **BOARD ACTION:** September 11 Open Session Meeting of the Full Board
  - **BOARD ACTION:** September 11 Closed Session Meeting of the Full Board
- **Chair's Report – Tom Cabaniss** TAB 2
  - **BOARD ACTION:** Amendment to Board Bylaws
  - Endowment Fund Board of Directors Retreat
  - Board of Visitors Meeting
- **Chancellor's Report – W. Randolph Woodson** TAB 3
  - Update of Activities and Topics of Interest to the Board

**COMMITTEE REPORTS:**

- **Audit, Risk Management and Finance Committee** TAB 4  
Ed Weisiger, Jr., Chair  
On the Agenda: Committee Approvals; Informational Reports
  - Annual State Auditor Report
  - Internal Audit Update
  - Legislative and Budget Update
  - Finance Update
  - Campus Securities Updates
- **Buildings and Property Committee** TAB 5  
Ed Stack, Chair  
On the Agenda: Board and Committee Approvals; Informational Reports
  - Property Matters
    - **BOARD ACTION:** Disposition by Reallocation. North Carolina State University requests permission for the reallocation of property located on the university's College of Veterinary Medicine Campus being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).
    - **BOARD ACTION:** Disposition by Reallocation. North Carolina State University requests permission for the reallocation of a portion of the



property currently leased by the University Club. This property being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).

- **BOARD ACTION:** Disposition by Lease. North Carolina State University requests permission for the ground lease of up to 15 acres of property located at the corner of Lake Wheeler Road and Inwood Road to the USDA.
- Property Matters (received after full board mailing)
- Designer and Construction Managers at Risk Selections
  - Page Hall Mechanical & Electrical Upgrades
  - Approval of Designer Selections \$1 million or less
- Acceptance of Completed Buildings and Projects
- Non-Appropriated Capital Projects Update
- Site and Plan Review / Approval
  - Approval of Plans and Specifications of Formal Projects less than \$2 million
- Informational Reports
  - Capital Projects Update
  - Status of Projects in Planning
  - HUB Initiatives
  - Centennial Campus Aircraft Display
  - Presentation of Centennial Campus Zoning Application
- Closed Session

## ■ **University Advancement and External Affairs Committee**

**TAB 6**

Chip Andrews, Chair

On the Agenda: Board and Committee Approvals; Informational Reports

- University Advancement Update
- Fundraising and Campaign Report
- University Communications Update
- Naming Opportunity Proposals
- **CLOSED BOARD ACTION: Closed Session**

## ■ **University Affairs Committee**

**TAB 7**

Dewayne Washington, Chair

On the Agenda: Board and Committee Approvals; Informational Reports

- Consent Agenda
  - Approval of September 10, 2020 Minutes
  - Centers/Institutes Requests
    - Request to Disestablish – The Institute for Nonprofit Research, Education and Engagement (INPREE)
  - Designation of Time Limited Option for Distinguished Professorships
- **BOARD ACTION: Consideration of Campus Initiated Tuition Increase and Student Fees**
- Faculty Senate Report
- Staff Senate Report
- Commencement Update
- Provost Update
  - Academic Programs Update
  - Update on Current Initiatives
  - Faculty Retention Report
- Topic of Interest/Committee Discussion: Student Mental Health
- Closed Session

- **Chair of the Board of Visitors Report** **TAB 8**  
Judi Grainger, Chair
- **Student Government Report** **TAB 9**  
Melanie Flowers, Student Body President
- **Items of Interest to Members of the Board**
- **Motion to go into Closed Session**
- **CLOSED SESSION**
- **Reconvene in OPEN SESSION for Any Additional Items to Come Before the Board**
- **Adjourn**

\* While portions of the Board of Trustees meetings are open to the public, they are not open to public comment. Only those included on the agenda or those asked to assist are invited to speak. Anyone causing disruption to the business of the meetings will be subject to removal from the meeting.



## NORTH CAROLINA STATE ETHICS COMMISSION

### SAMPLE<sup>1</sup>

### **ETHICS AWARENESS & CONFLICT OF INTEREST REMINDER**

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

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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 participation<sup>2</sup> in the particular matter involved.

Rev. 1-16-07

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<sup>1</sup> 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.

<sup>2</sup> “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.

**Board of Trustees**  
**North Carolina State University**  
**Raleigh, North Carolina**  
**September 11, 2020**

The North Carolina State University Board of Trustees met in regular session via a Zoom Meeting, on Friday, September 11, 2020.

Members present:

Thomas E. Cabaniss, Chair  
Robert F. Andrews III  
Ann B. Goodnight  
James A. Harrell, III  
Stanhope A. Kelly  
Wendell H. Murphy  
Ven Poole  
Ronald W. Prestage, DVM  
Perry Safran  
Edwin J. Stack, III  
Dewayne N. Washington  
Edward I. Weisiger, Jr.  
Melanie Flowers, *ex officio*

Chair Tom Cabaniss called the meeting to order at 9:25 a.m. He 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. Mr. Safran announced that he would recuse himself from voting on two property matters (Disposition by Reallocation to Department of Transportation). Chair Cabaniss then 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 then called on Assistant Secretary Paula Gentius for the roll call.

**ROLL CALL**

Assistant Secretary Paula Gentius called roll and certified that a quorum was present.

**MINUTES**

Mr. Ven Poole made the motion, seconded by Mr. Kelly, to approve the open session minutes of the July 15, 2020 meeting of the full board. Chair Cabaniss called for a vote by roll call.

Andrews	AYE	Prestage	AYE
Flowers	AYE	Safran	AYE
Goodnight	AYE	Stack	AYE
Harrell	AYE	Washington	AYE
Kelly	AYE	Weisiger	AYE
Murphy	AYE	Cabaniss	AYE
Poole	AYE		

The motion passed.

**CHAIR'S REPORT- TOM CABANISS**

Chair Cabaniss began by providing an overview of NC State's COVID-19 decisions during the fall semester. On August 20, NC State announced that all undergraduate courses would move to online instruction starting August 24. At the time of the announcement, three clusters of COVID-19 cases had been identified in off-campus housing, and over 500 people were in quarantine. On August 26, NC State announced that on-campus housing would be significantly reduced due to the rapid spread of COVID-19 in on- and off-campus apartments and residences. Students were allowed to apply for exceptions to remain in on-campus housing if needed. Classes on August 31 and September 1 were canceled to provide students with additional time to transition to their new living arrangements. University leadership extended the deadline known as Census Date, which was originally scheduled for August 21, to August 28. This change allowed students and their families to make informed decisions about their class schedules, housing arrangements, and financial matters. It also provided campus personnel more time to

work with those individuals to identify cost-effective solutions that keep students' academic progress intact.

Chair Cabaniss also shared updates from the Board of Trustees of the Endowment Fund (Endowment Board)'s meeting on September 10, 2020. At the meeting, the Roles and Responsibilities of the Endowment Board were reviewed. The review included the history of the Endowment Fund, key attributes, and UPMIFA provisions. Plans were made to have a, Endowment Board retreat in October. The minutes from February 2020 were approved. Vice Chancellor Charles Maimone presented gifts and other additions on behalf of the Chancellor for the Endowment Board's acceptance. The Endowment Board accepted new gifts and other additions of approximately \$11.9 million received between January 1 and June 30, 2020.

The Endowment Board also accepted the Endowment Fund's 2020 Annual Report. The Endowment Fund reported total net assets of \$511.5 million at June 30, 2020, an increase of 2% over the prior year. The increase for fiscal 2020 includes \$9 million of net investment gains and \$15.6 million in contributions and matching gifts, offset by \$14.3 million of expenditures and transfers.

University Treasurer Mary Peloquin-Dodd provided an update on the Endowment Fund investment portfolio. At June 30, 2020, the Fund had \$379.1 million in investments in the NC State Investment Fund compared with \$372.5 million at June 30, 2019. The Endowment Fund is the largest participant in the Investment Fund. The Investment Fund returned 2.1% for the 12 months ending June 30, 2020, a median level performance relative to other endowments. The three and five year average annual returns of 6.9% and 6.2%, respectively, place it in top quartile performance among the largest university endowments. The Endowment Board also heard an update on the Investment Fund's strategic asset allocation, performance of various asset classes in the portfolio and long-term liquidity.

Associate Vice Chancellor Alicia Knight presented an update on programmatic and enhancement real estate assets held by the Endowment Fund. There are 79,800 acres of real estate assets held by the Endowment Fund for programmatic purposes. There are also 99.3 acres that are considered enhancements and produce ground rent income, of which 75 acres are on Centennial Campus. The Endowment Board heard the status of endowment income generated by ground leases, and an update on plans for the Innovation District on Centennial Campus.

The Endowment Board heard a report from Vice Chancellor Brian Sischo on University Advancement and a campaign update. The Campaign raised \$1.77 billion as of June 30, 2020 and will continue through December 2021. Campaign milestones and other campaign accomplishments were discussed. The Endowment Board was provided a brief overview of the upcoming Day of Giving, set with a theme of "Stronger as a Pack" for September 16, 2020, and heard information on the Extraordinary Opportunity Scholarship Initiative and how it is supporting students.

The Endowment Board received an activity update from Dean Myron Floyd on financial activities at Hofmann Forest. Monetization efforts continue with solar farming, mitigation bank credits, and leases. The Endowment Board then convened to Executive Session to hear a report on sensitive property matters related to development on Centennial Campus.

Chair Cabaniss reported that each year the ACC requires University Board of Trustees to certify that the authority for the Administration of Intercollegiate Athletics has been delegated to the Chancellor. Mr. Cabaniss made a motion, seconded by Mr. Ed Weisiger, to approve the ACC Governing Board Certification for 2020-2021. The Board voted via roll call and the motion passed unanimously.

Chair Cabaniss also shared proposed changes to the Board of Trustees Bylaws that were discussed in the Executive Committee meeting earlier that day. The first proposed change is to eliminate the position of Second Vice Chair and add one trustee nominated by the Chair to serve at-large to the Executive Committee. With this change, the First Vice Chair would become the Vice Chair, but their duties would remain unchanged. The second proposed change is adding language to clarify the inclusion of the

immediate past Chair on the Executive Committee. The past Chair would be included for their first year after their term as Chair. If no immediate past Chair is eligible, then an at-large member would be included. The final proposed change would affect the Nominating Committee Guidelines in the bylaws. The change encourages the committee to clarify that a trustee may serve a term as Chair for two consecutive one-year terms, and encourages the principle of continuity of leadership.

To coincide with the nomination and election of officers, these proposed changes would become effective as of July 1, 2021. The revised bylaws would then apply to the election of officers for the term beginning on July 1, 2021. These proposed changes will be on the slate for the November meeting and copies of the proposed changes will be made available with the meeting materials.

#### **CHANCELLOR'S REPORT – DR. RANDY WOODSON**

Chancellor Woodson began his remarks by thanking NC State staff for all of their hard work in light of the COVID-19 pandemic, highlighting faculty, staff and volunteers in Housing and Dining, Student Health Services, and Emergency Mission Management and Continuity who helped support students and plan for the fall reopening. The safety measures NC State implemented for the fall semester were quite effective for limiting spread among faculty and staff. There has been very little community spread related to on-campus locations. Despite the changes to online instruction for undergraduate students and reduced on-campus housing, campus operations remain widely unchanged. NC State Libraries, Talley Student Union, Carmichael Gym, Student Health Services and the Counseling Center continue to provide services for the campus community.

Chancellor Woodson then shared some recent rankings and recognition for the university. Money Magazine ranked NC State as the best value for students attending a public university in North Carolina on their "Best Colleges for Your Money" list, which ranks schools based on a combination of educational quality, affordability and alumni success. Overall, NC State ranks 35th on the list of 739 public and private colleges across the United States. NC State was also ranked recently as one of the top 10 places to work in the state of North Carolina, according to a survey conducted by *Forbes* and the market research company Statista. NC State was recognized as the ninth-best place to work in North Carolina, with SAS coming in first.

The Chancellor closed his remarks with noteworthy campus updates. The search for the next Vice Chancellor and Dean for the Division of Academic and Student Affairs resumed after postponing the candidate interviews originally scheduled for March 2020. Candidate interviews began last week and will be completed by the end of September. NC State's Day of Giving is next week. On September 16, we hope to rally the spirit of the Wolfpack community to support our students in need. "NC State Day of Giving: Stronger as a Pack" is focused on raising funds for scholarships, diversity and inclusion efforts, and enhancement funds. NC State continues to make progress on its racial equity initiatives. Diversity, equity and inclusion training is being incorporated into all staff work plans and a requirement for senior administrators and members of the Strategic Planning Executive Steering Committee. Planning continues for NC State's Racial Equity Summit, which will be held on October 15.

#### **COMMITTEE REPORTS**

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

Mr. Weisiger reported that the Audit, Risk Management and Finance Committee reviewed and discussed its responsibilities, the 2020-2021 draft agenda, and the draft plan of work for the year. The four key areas of Committee authority are audit, finance, risk management, and policy development for institutional trust funds, campus security and information technology and cybersecurity. The Committee approved minutes from the April 23, 2020 meeting.

The Committee also approved the Internal Audit Charter as presented by Cecile Hinson, Director of Internal Audit. Changes from the previous charter were limited to updating the current date. Ms. Hinson also provided a final report on Fiscal 2020 Internal Audit activities, and the Division's support of the University's strategic plan. In fiscal year 2020, 24 engagements were directly related to four of the five

University's Strategic Goals. The remaining were related to risks identified through Internal Audit's continuous risk assessment process. The Committee also heard about current activities and staffing changes.

Vice Chancellor Kevin Howell and Assistant Vice Chancellor Julie Smith discussed recent legislative sessions, touching on CARES Act funding allocation, UNC System budget requests, the Governor's proposed budget and priorities looking forward.

Vice Chancellor Charles Maimone updated the Committee on current budget conditions, including significant impacts on auxiliary service revenues and plans to address the drop in revenue. Tuition and fees and State appropriations remain stable with undergraduate student enrollment remaining strong. The Committee also heard a statement on the financial health of the institution and an overview of the prioritized approach to reduction planning and the budget planning principles that will be employed.

Mary Peloquin-Dodd, University Treasurer, discussed the recent refinancing, which took advantage of low interest rates and created a savings of \$26 million. Two major rating agencies affirmed NC State's high rating and stable outlook. The University is positioned to maintain debt payments, despite short-term fluctuations in the auxiliaries. The Committee was given a comparison of total university revenue and expenses over a 10 year period as well as an update on the fiscal 2020 income statement, which showed a reduction in total revenue of 1.6% and an increase in total operating expenses of 2.8%. Finally, Ms. Peloquin-Dodd discussed the University's liquidity and operating cash.

The Committee heard a report on compliance and enterprise risk management from Vice Chancellor Allison Newhart. Recent activities include changes to NCAA – post COVID, Title IX, foreign gift and contract reporting, and Department of Education authorizations for distance education. In addition, they are monitoring CARES Act reporting, certification and compliance obligations and other items related to COVID-19. Kristen Meeks, the University Compliance, Ethics, and Enterprise Risk Management Officer was introduced to the Committee. Ms. Meeks reviewed activities she has been working on and plans going forward.

#### **BUILDINGS AND PROPERTY COMMITTEE - CHAIR ED STACK**

Mr. Ed Stack reported that the Buildings and Property Committee reviewed and approved the Committee Responsibilities and Procedures and the 2020-2021 Committee Plan of Work. The Committee also reviewed and approved the April 24, 2020 meeting minutes.

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

- Disposition by Reallocation. North Carolina State University requests permission for the reallocation of property located on Ligon Street east of 440 being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719)
- Disposition by Reallocation. North Carolina State University requests permission for the reallocation of property located on Ligon Street west of 440 being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).

Mr. Stack made a motion, seconded by Mr. Murphy, to approve the two property matters. Chair Cabaniss called for a vote by roll call:

Andrews	AYE	Prestage	AYE
Flowers	AYE	Safran	RECUSED
Goodnight	AYE	Stack	AYE
Harrell	AYE	Washington	AYE
Kelly	AYE	Weisiger	AYE
Murphy	AYE	Cabaniss	AYE
Poole	AYE		

The motion passed.

Mr. Stack then reported that the Committee approved one designer selection for the Electrical Distribution Upgrade, and approved two construction managers at risk selections for the Electrical Distribution Upgrade and the Renovations to Data Center II. The Committee also accepted 14 building projects at a combined value of \$16,959,213 and Designer Selections under \$1 million or less.

The Committee approved one Non-Appropriated Capital Improvement Projects: the Lab 2300 & 2350 Renovations – Partners II. The Committee reviewed and approved the site and plans for Greek Village Phase IV and also approved eight plans and specifications of Formal Projects costing less than \$2 million.

The Committee then received updates and information reports for the Physical Master Plan, Capital Projects, Status of Projects in Planning, University Towers – Potential Acquisition, Innovation District Project, and the Campus Zoning Effort Overview.

**UNIVERSITY ADVANCEMENT AND EXTERNAL AFFAIRS COMMITTEE – CHAIR CHIP ANDREWS**

Mr. Andrews shared that the Advancement and External Affairs Committee reviewed the established committee responsibilities and plan of work for the new fiscal year. Vice Chancellor Brian Sischo then presented proposed revisions for two current policies: 03.00.02 Criteria & Procedures for Naming Facilities, Programs & Funds and 03.00.01 Coordination of Fundraising Activities and Acceptance of Private Donations. The Committee voted to recommend the policy revisions to the full Board for approval.

Mr. Andrews made a motion, seconded by Mr. Poole, to approve the proposed changes to policies 03.00.02 and 03.00.01. Chair Cabaniss called for a vote by roll call:

Andrews	AYE	Prestage	AYE
Flowers	AYE	Safran	AYE
Goodnight	AYE	Stack	AYE
Harrell	AYE	Washington	AYE
Kelly	AYE	Weisiger	AYE
Murphy	AYE	Cabaniss	AYE
Poole	AYE		

The motion passed.

Mr. Andrews then reported that following the policy discussion, Vice Chancellor Sischo presented a University Advancement update, sharing an overview of the accomplishments from the previous fiscal year, which included a record-breaking fundraising year and critical support to students and university operations in response to COVID-19. The Committee also heard an update on the impacts of the campaign to date, and a brief overview of Day of Giving.

Associate Vice Chancellor Jim Broschart shared an overarching campaign and fundraising update, informing the committee that the year to date total for new gifts and commitments is \$1.78 billion. He shared perspective on how COVID-19 has affected operations and noted that we continue to make significant progress towards a \$2B campaign goal.

Associate Vice Chancellor Benny Suggs then provided an Alumni Relations update, where he highlighted several of the successes over the past year. These successes included the execution of six virtual career service events in response to COVID-19. He also shared that NC State Alumni magazine received the CASE Platinum Award for the Best Article of the Year (Can Sweet Potatoes Save the World?).

The Committee reviewed and approved one naming opportunity proposal for the College of Natural Resources. Following the presentations, the committee met in closed session and approved five donor naming proposals for the College of Agriculture and Life Sciences.



**UNIVERSITY AFFAIRS COMMITTEE – CHAIR DEWAYNE WASHINGTON**

Mr. Washington reported that the Committee reviewed the responsibilities and plan of work for this fiscal year.

Under the Consent Agenda, the Committee approved the following items: minutes of the July 15, 2020 meeting; continuation of three Centers - The Ergonomics Center of North Carolina, the Center for Educational Informatics (CEI) and the NC Sea Grant College Program (NCSG); designation that a Distinguished Professorship may be awarded on a time-limited basis and; conferral of tenure to a new faculty member.

The Committee also recommended approval by the full Board of the request to discontinue two degree programs – the Bachelor of Landscape Architecture and the Bachelor of Science in Turfgrass Science. The Bachelor of Landscape Architecture Program admitted the last students in Fall 2012 due to low enrollment at the time. Faculty, staff and students were informed of the closure of the Program in 2011, and the program fully closed when the last student graduated in 2016. The department still offers a Master of Landscape Architecture (MLA) degree and a Landscape Architecture Minor. The Department of Crop and Soil Sciences requests the discontinuation of the Turfgrass Science degree. The structure was moved to a new Turfgrass Science concentration under the BS in Crop and Soil Sciences degree. The Department has stopped admitting freshmen and transfers while allowing students currently enrolled in the program to complete the degree by June 2025. New students will be admitted to the Turfgrass concentration under the Crop and Soil Sciences degree.

Mr. Washington made the motion, seconded by Mrs. Goodnight, to approve the Request to Discontinue the Bachelor of Landscape Architecture and the Bachelor of Science in Turfgrass Science degree programs. Chair Cabaniss called for a vote by roll call:

Andrews	AYE	Prestage	AYE
Flowers	AYE	Safran	AYE
Goodnight	AYE	Stack	AYE
Harrell	AYE	Washington	AYE
Kelly	AYE	Weisiger	AYE
Murphy	AYE	Cabaniss	AYE
Poole	AYE		

The motion passed.

Mr. Washington then reported that the Committee received several informational reports. First, the annual enrollment report highlighted the challenges to enrollment as a result of COVID-19 and how those challenges were addressed. Changes in overall graduate and undergraduate enrollment, academic quality of the incoming freshman cohort, and undergraduate student success data were discussed.

Student Body President Melanie Flowers informed the Committee of the many ways Student Government has remained engaged with the NC State community throughout the summer in the face of several challenges. She highlighted several efforts relating to COVID-19, Racial Unrest, and Title IX.

Provost Arden provided an overview of initiatives for the academic year including an update on leadership searches and comprehensive leadership reviews; the strategic planning process; and a new academic program - the Graduate Certificate in Disaster Resilient Policy, Engineering and Design.

The Committee met in closed session to discuss possible changes to employment contracts. Upon returning to Open Session the Committee voted to delegate to Chancellor Woodson the authority to approve adjustments to terms in the employment agreements of employees in the athletics department who have employment agreements pursuant to UNC Policy 1100.3 (the Director of Athletics and the Head Coaches) to address COVID-19 budget-related issues as necessary.

#### **CHAIR OF THE FACULTY – HANS KELLNER**

Chair Hans Kellner submitted a written report for the Board of Trustees. This was shared with all Trustees via email following the meeting.

#### **CHAIR OF THE STAFF SENATE – PAT GADDY**

Chair Pat Gaddy reported that the Staff Senate was established in 1995 and is celebrating 25 years of service to the NC State community this year. While the Staff Senate recognizes the many accomplishments in their past, they are taking action for the future as they continue to stand on the core values of NC State – integrity, freedom, respect, responsibility, stewardship, excellence – in all their endeavors.

While COVID-19 has made this year particularly challenging, Staff Senate continues to enhance, enrich and encourage a sense of community among all university staff employees. The following outlines some of the key initiatives and activities of the Staff Senate since April:

- Staff Senate Connections, the monthly newsletter, included Coronavirus resources for campus as well as the NC State extension office.
- Staff Senate continue to advertise, promote and support Wolf Pack monthly lunch and learn via Zoom.
- Staff Senate issued a Statement offering their support of the statements presented by Chancellor Woodson and Sheri Schwab, Vice Provost for Institutional Equity and Diversity, in regards to racial injustice. They encouraged members of the senate and all staff at NC State to be active citizens in addressing systemic racism and acts of injustice, both at our university and abroad. They are looking forward to taking part in continued dialogue and action that leads toward a more inclusive and welcoming Wolfpack community.
- Staff Senate virtually held the 2020-2021 elections for officers and committee chairs. This year brought 49 new senators and 31 returning senators to the Senate.

The motto for the staff senate this year is “NC State Staff Senate, Leading Together during a Time of Change. We are the Change!” Some of the ways Staff Senate continues to lead and promote inclusiveness and transparency among the staff are: by continuing to participate and be included in leadership discussions as they bring staff concerns to the table; educating staff as much as possible on university processes, so that they can make more informed decisions about the efficiency and effectiveness of their work; and reminding them that the Staff Senate is alive, well, constantly working on their behalf.

Chair Gaddy highlighted the “Give a Shout Out to Staff” program as one of the most successful of the Staff Senate’s initiatives over the last 25 years. This initiative was started by the Staff Senate in the fall of 2011 and is still going strong. Each month, staff are recognized by peers in the Staff Senate Newsletter. During this season of the pandemic, this has been a tool most often used to recognize our staff members who are and the work they have been doing.

Chair Gaddy concluded her report by saying the Staff Senate is looking forward to all the opportunities they will have this year to affect change

#### **CLOSED SESSION**

With no further business in open session, Mr. Cabaniss made the motion, seconded by Mr. Harrell, at 10:43 a.m. to go into closed session to: preserve the attorney client privilege while discussing matters related to Alston v. UNC et al and Gottfried vs NC State; prevent the premature disclosure of an honorary award or scholarship; and to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.

**RECONVENE IN OPEN SESSION**

At 11:21 a.m. the board came out of closed session. With no further business in open session, Chair Cabaniss adjourned the meeting at 11:22 a.m.

Respectfully submitted,

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Secretary

Approved:

\_\_\_\_\_  
Chair of the Board

**PROPOSED REVISION TO:** POL01.05.01: Board of Trustees (BOT) Bylaws

**Rationale:** Per the request of the Chair of the Board of Trustees, this proposed revision (1) eliminates the position of Second Vice Chair and (2) creates a permanent at-large seat on the Executive Committee.

**Consultation Process:**

- \_\_\_\_\_ Office of General Counsel review
- \_\_\_\_\_ Chancellor's Cabinet Meeting (review/approval)
- \_\_\_\_\_ Board of Trustees approval



Authority	<b>Board of Trustees</b>
Title	<b>Bylaws</b>
Classification	<b>POL01.05.01</b>
PRR Subject	<b>Board of Trustees</b>
Contact Info	<b>Vice Chancellor and General Counsel (919-515-3071); Secretary of the University (919-515-2191)</b>

**History:** First Issued: September 18, 1982. Last Revised: ~~February 28, 2020~~[September 2020](#).

**Related Policies:**

**[UNC Code Section 402B – Meetings](#)**

**[UNC Code Section 607 - Faculty Grievance Committee for Constituent Institutions](#)**

**[UNC Policy 200.1 - Dual Memberships and Conflicts of Interest](#)**

**[UNC Policy 300.1.1 - Senior Academic and Administrative Officers](#)**

**[UNC Policy 300.1.6\[R\] - Regulations on Administrative Separation and/or Retreat to a Faculty Position](#)**

**[UNC Policy 300.2.14 - Nonsalary and Deferred Compensation](#)**

**[UNC Policy 400.5\[R\] - Planning, Establishing, and Reviewing Centers and Institutes in The University of North Carolina](#)**

**[UNC Policy 600.2.3 - Distinguished Professors Endowment Trust Fund](#)**

**[UNC Policy 600.3.4C\(1\) - Granting of Management Flexibility to Appoint and Fix](#)**

## **Compensation**

### **UNC Policy 1100.3 - Head Coaches' and Athletic Directors' Contracts**

### **NCSU POL05.20.01 - Appointment, Reappointment, Promotion and Permanent Tenure**

#### **Additional References:**

#### **Section 103 of the Internal Revenue Code of 1986**

#### **Section 1.150-2 of the Treasury Regulations**

#### **NC General Statute § 143 – State Departments, Institutions, and Commissions**

#### **NC General Statute § 146 – State Lands**

#### **Appendix I**

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## **1. ORGANIZATION**

### **1.1 Membership**

1.1.1 North Carolina State University at Raleigh shall have a Board of Trustees composed of thirteen persons chosen as follows:

1.1.1.a Eight elected by the Board of Governors of The University of North Carolina (UNC),

1.1.1.b Four appointed by the General Assembly under N.C.G.S. 120-121, two of whom shall be appointed upon the recommendation of the President Pro Tempore of the Senate and two of whom shall be appointed upon the recommendation of the Speaker of the House of Representatives, and

1.1.1.c The President of the Student Body, ex officio.

1.1.2 In every odd-numbered year, the Board of Governors shall elect four persons to the Board of Trustees and the General Assembly shall appoint one person upon the recommendation of the President Pro Tempore of the Senate and one person upon the recommendation of the Speaker of the House of Representatives to the Board of Trustees; and the term of office of all such elected or appointed trustees (excluding the ex officio trustee) shall be four years or until successors are elected or appointed commencing on July 1 of such odd-numbered year.

1.1.3 Whenever any vacancy shall occur in the membership of the Board of Trustees among those appointed by the General Assembly, it shall be the duty of the Assistant Secretary of the Board of Trustees to inform the General Assembly of the existence of such vacancy, and the vacancy shall be filled as provided in N.C.G.S. 120-122, and whenever any vacancy shall occur among those elected by the Board of Governors, it shall be the duty of the Assistant Secretary of the Board of Trustees to inform the Board of Governors of the existence of the vacancy, and the Board of Governors shall elect a person to fill the expired term. Whenever a member shall fail, for any reason other than ill health or service in the interest of the State or nation, to be present for three successive regular meetings of the Board of Trustees, that member's place shall be deemed vacant.

1.1.4 Any person who has served two full four-year terms in succession as a member of the Board of Trustees shall, for a period of one year, be ineligible for election or appointment to the Board.

1.1.5 No member of the General Assembly or officer or employee of the State, UNC, or any constituent institution shall be eligible for election or appointment as a member of the Board of Trustees. No spouse of any member of the General Assembly, or of an officer or employee of North Carolina State University shall be eligible for election or appointment as a member of the Board of Trustees. Any trustee who is elected or appointed to the General Assembly or who becomes an officer or employee of the State, UNC, or of any constituent institution or whose spouse is elected or appointed to the General Assembly or becomes an officer or employee of North Carolina State University shall be deemed thereupon to resign from membership on the Board of Trustees.

1.1.6 No person may serve simultaneously as a member of the Board of Trustees and as a member of the Board of Governors. Any trustee who is elected or appointed to the Board of Governors shall be deemed to have resigned as a trustee effective as of the date that the person's term commences as a member of the Board of Governors.

## 1.2 Officers

1.2.1 At the first meeting after June 30 of each year, the Board of Trustees shall elect from its membership a Chair, a ~~First Vice Chair~~, a ~~Second Vice Chair~~ and a Secretary, each of whom shall serve for a term of one year and until a successor is elected. A Chair who is serving a second consecutive year as Chair is ineligible for reappointment as Chair until one year has elapsed from the end of the second consecutive year of service. If a vacancy occurs for any of these officers, the Board of Trustees shall elect a person to serve for the remainder of the unexpired term. These officers shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by the Board of Trustees.

1.2.2 The Board of Trustees may also elect an Assistant Secretary from among the members of the Chancellor's staff as recommended by the Chancellor. Copies of all minutes, papers and documents of the Board of Trustees may be certified by its Assistant Secretary with the same force and effect as though such certification were made by the Secretary of the Board.

## 1.3 Committees

1.3.1 The Board of Trustees shall have the following standing committees: Audit, Risk Management and Finance Committee; Buildings and Property Committee; University Advancement and External Affairs Committee; University Affairs Committee; and Executive Committee. The Board may create such other committees as it deems appropriate. The Chair of the University Advancement Committee shall serve ex officio as a member of the Board of Trustees of the Endowment Fund.

1.3.2 The officers of the Board, ~~plus~~ the immediate past Chair for the first year following their term as Chair (if applicable), and one Trustee to be nominated by the Chair for the Board's

approval to serve at-large shall constitute the Executive Committee, ~~which shall be chaired by the Board Chair~~. In the event there is no immediate past Chair, the Chair shall nominate for the Board's approval one additional Trustee to serve at-large on the Executive Committee. The Executive Committee shall be empowered to act for the Board between Trustee meetings with the responsibility to report on its actions at the next Board meeting.

1.3.3 At the first meeting after June 30 of each year, the newly elected Chair shall appoint the members of the standing committees and designate a chair for each committee. The Board Chair will assign each Trustee to serve on two standing committees each year. In making assignments, the Board Chair will balance Trustees' interests, expertise and experience on the committees. The goal will be for a balance of new and returning Trustees on each committee, with a rotation of committee leadership to provide all Trustees the opportunity to serve on multiple committees during a four year term. The Chair of the Board shall be an ex officio member of all standing committees and shall count for purposes of determining whether a quorum is present at a committee meeting.

1.3.4 The Board of Trustees may delegate to its committees such of its powers as it deems appropriate except for those powers which are expressly delegated to the Board of Trustees by the Board of Governors without the power to sub-delegate. Each committee shall present to the Board for its approval a description of committee responsibilities and such descriptions shall be reviewed and updated as the Board deems appropriate. The delegated authority, responsibilities and assignments of each committee are contained in Appendix 1 to these Bylaws.

1.3.5 A Nominating Committee shall be appointed on or after July 1 of each year by the Chair and shall consist of not less than three nor more than five members of the Board. The Chair shall not serve as a member of the Nominating Committee. The Nominating committee shall be responsible for presenting a slate of nominees to the Board at its first regular meeting on or after July 1 of each year. The slate of nominees shall contain at least one nominee for each of the officers of Chair, ~~First Vice Chair~~, ~~Second Vice Chair~~, and Secretary. The guidelines for the Nominating Committee are contained in Appendix 1 to these Bylaws.

## **2. MEETINGS**

### **2.1 Regular Meetings**

There shall be not fewer than three regular meetings of the Board of Trustees each year. Meetings are usually held the third Thursday and Friday in February, April, September and November. A summer meeting may be held on a mutually agreeable date. A notice specifying the time and place of each regular meeting of the Board shall be posted by the Assistant Secretary on the Board of Trustees' website. If the date of a regular meeting is changed, the Assistant Secretary shall change the posting and notify each member of the Board at least ten (10) calendar days in advance of the meeting date. Any matter of business may be considered at a regular meeting.

### **2.2 Special and Emergency Meetings**

2.2.1 A special meeting of the Board of Trustees or of a standing committee with delegated authority may be called by the Board Chair or by the Chancellor. A special meeting of the Board of Trustees may also be requested upon the written request of not fewer than six (6) members of the Board, directed to the attention of the Assistant Secretary, who shall notice a special meeting upon receipt of the sixth written request. A notice specifying the time and place of a special meeting shall be communicated by the Assistant Secretary to each member of the Board so that it is received at least forty-eight (48) hours in advance of the meeting date. Any matter of business may be considered at a special meeting.

2.2.2 When deemed necessary by the Board Chair or by the Chancellor, the Board Chair may conduct an emergency meeting of the Board with immediate notice. Only business connected with the emergency may be considered at the meeting.

2.2.3 A special or emergency meeting may be conducted by electronic means provided that the arrangements for such meeting comply with the applicable State laws concerning the conduct of electronic meetings of public bodies.

## 2.3 Agenda

2.3.1 At least seven (7) days prior to each regular meeting of the Board of Trustees, a copy of the agenda, including (insofar as is practicable) copies of all reports and other written materials to be presented to the meeting, shall be provided to each member of the Board by the Assistant Secretary. Insofar as is practicable, a copy of the agenda of each special meeting of the Board shall be sent to each member of the Board at least seven (7) days in advance of the special meeting; however, if such advance mailing is not practicable, the agenda for a special or an emergency meeting may be presented to the members of the Board as the first order of business at the meeting. No items may be considered at a special meeting except as contained on the agenda.

2.3.2 The agenda for every meeting of the Board shall be prepared by the Chancellor in consultation with the Chair. Every request for inclusion of an item on the meeting agenda shall be put in writing and filed, together with any supporting documents, with the Chancellor sufficiently far in advance of the meeting to permit a determination to be made by the Chancellor with respect to the propriety and practicability of including that item on the meeting agenda.

2.3.3 Any member of the Board of Trustees may present to any regular meeting of the Board any item whether or not the item is on the meeting agenda, but no final action shall be taken on an item not on the agenda except by unanimous consent.

## 2.4 Conduct of Business

2.4.1 A quorum of the Board shall consist of a majority of the members of the Board.

2.4.2 The Chair shall preside over all regular and special meetings of the Board of Trustees. In the absence of the Chair, the ~~First~~ Vice Chair will preside. ~~In the absence of the First Vice Chair,~~



~~the Second Vice Chair will preside.~~ In the absence of the Chair and ~~both~~ Vice Chairs, a presiding officer shall be elected by and from the membership of the Board of Trustees.

2.4.3 All members of the Board of Trustees may vote on all matters coming before the Board for consideration. No member may vote by proxy.

2.4.4 Except as modified by specific rules and regulations enacted by the Board of Trustees, Robert's Rules of Order Newly Revised (latest edition) shall constitute the rules of the parliamentary procedure applicable to all meetings of the Board of Trustees and its several committees.

2.4.5 Between regular meetings of the Board, routine matters of business within the authority of any committee of the Board may be dealt with by written ballot and without a meeting if such is deemed appropriate by the Chair of the committee. Any action taken by this method must be reported to the Board at its next regular meeting and the written ballots made available for public inspection.

## 2.5 Minutes

2.5.1 The Secretary or Assistant Secretary shall take minutes of all meetings of the Board of Trustees; shall file, index, and preserve all minutes, papers, and documents pertaining to the business and proceedings of the Board; shall be custodian of all records of the Board; when required the Secretary or Assistant Secretary, shall attest the execution of all legal documents and instruments of North Carolina State University at Raleigh.

2.5.2 Within a reasonable period after each meeting of the Board of Trustees, the Secretary or Assistant Secretary shall transcribe the minutes of the meeting and provide a copy to each member of the Board.

## 2.6 Closed Session

2.6.1 By vote of a majority of the members present at any meeting of the Board of Trustees, the meeting may be closed to the public, subject to applicable State laws concerning when and how closed sessions may be motioned and held.

## 2.7 Keeping Board of Governors Informed

2.7.1 The Assistant Secretary of the Board of Trustees shall keep the Board of Governors, through the Secretary of The University of North Carolina, fully and promptly informed concerning activities of the Board of Trustees, including notice of any changes in the membership of the Board or in its committee structure or bylaws and notices of meetings.

# 3. POWERS AND DUTIES

## 3.1 General Powers and Duties

3.1.1 The Board of Trustees shall promote the sound development of North Carolina State University at Raleigh within the functions prescribed for it, helping it to serve the people of the State in a way that will complement the activities of the other institutions and aiding it to perform at a high level of excellence in every area of endeavor. The Board of Trustees shall serve as advisor to the Board of Governors on matters pertaining to North Carolina State University at Raleigh and shall also serve as advisor to the Chancellor concerning the management and development of the institution. The Chancellor shall be the official medium of communication between the Board of Trustees and all individuals, officials, agencies and organizations, both within and without the institution.

### 3.2 Other Powers and Duties

3.2.1 The Board of Trustees shall have such other powers and duties, not inconsistent with provisions of The Code of The University of North Carolina or with applicable provisions of State law, as are specified in said Code or as shall be defined and delegated by the Board of Governors.

## 4. AMENDMENT OF BYLAWS

### 4.1 Amendment of Bylaws

4.1.1 These bylaws may be amended at any regular or special meeting of the Board of Trustees by an affirmative vote of a majority of the members of the Board if the substance of the amendment has been filed in writing with the Secretary or Assistant Secretary and a copy has been sent to each member of the Board at least seven days prior to the meeting at which the amendment is to be voted upon.

## 5. SUBORDINATION TO UNIVERSITY CODE

### 5.1 Subordination to University Code

To the extent that any of these bylaws may be inconsistent with The Code of The University of North Carolina, as the same may be amended from time to time, said Code shall control.

## Appendix 1

### **NC State Board of Trustees' Delegations of Authority, Assignments and Guidelines**

#### **I. Audit, Risk Management and Finance Committee Delegated Authority and Assignments**

##### **a. Audit**

- i. Provide oversight of the internal audit function.
- ii. Review and approve the annual internal audit plan at the beginning of the audit cycle.

- iii. Receive quarterly activity reports from the internal auditor.
- iv. Receive direct verbal and/or written reports from the university's internal auditor regarding out of the ordinary reviews and findings that may involve senior level university employees, trustees or affiliates.
- v. Review a comparison of the annual internal audit plan to the actual internal audits performed.
- vi. Provide oversight of the annual financial statement audit.
- vii. Assure that the university is performing self-assessments of operating risks and evaluations of internal controls on a regular basis.
- viii. Meet with representatives of the State Auditor's Office to review the annual state auditor's report and the university's corrective action, if any.
- ix. Review audit reports of University-associated entities.

b. Finance

- i. Advise the Chancellor with respect to the development of budget estimates for the university, and with respect to the execution and administration of the budget as approved by the General Assembly and the Board of Governors.

c. Risk Management

- i. Provide oversight of the risk management and compliance functions.
- ii. Receive annual reports on risk management, compliance and legal issues.

d. Planning

e. Policy Development

- i. Recommend to the Board of Trustees for approval policies regarding the preservation, maintenance and management of institutional trust funds.
- ii. Upon recommendation of the chancellor, recommend to the Board of Trustees for approval policies related to the maintenance of campus security.
- iii. Upon recommendation of the chancellor, recommend to the Board of Trustees for approval policies related to information technology and cybersecurity.

## **II. Buildings and Property Committee Delegated Authority and Assignments**

a. Subject to policies of the Board of Governors and all legal requirements relative to the construction of state-owned buildings, for the following matters concerning campus capital construction projects which have been approved by the Board of Governors and authorized by the State of North Carolina:

- i. Select architects or engineers for buildings and improvements requiring such professional services;
- ii. Select construction managers at risk for buildings and improvements requiring such professional services;
- iii. Select design-build teams for building and improvements requiring such professional services.
- iv. Approve building sites;
- v. Approve plans and specifications; and
- vi. Accept all completed buildings and projects.

b. Prepare and maintain a master plan for the physical development of the institution.

c. Acquisitions and Dispositions of an Interest in Real Property in accordance with additional delegated authority granted by the Board of Governors

- i. Approve any acquisition or disposition of any interest in real property valued at \$50,000 or more, other than by leases, provided that if the acquisition or disposition involves an interest in real property valued at \$1,000,000 or more, the matter shall be recommended by the committee to the Board of Trustees for its approval and forwarded for further approval to the UNC President or Board of Governors, as required by the policies of the Board of Governors.
- ii. Approve any acquisition or disposition of any interest in real property by lease where the lease has an annual rent in excess of \$150,000 or a term in excess of 10 years, provided that where the term of the lease exceeds 10 years or has an annual rent in excess of \$750,000, the matter shall be recommended by the committee to the Board of Trustees for its approval and forwarded for further approval to the UNC President or Board of Governors, as required by the policies of the Board of Governors.

d. Policy Development

- i. Upon the recommendation of the chancellor, recommend to the Board of Trustees for approval policies applicable to the control, operation and supervision of buildings and

property pursuant to applicable provisions of State law and policies of the Board of Governors.

ii. Upon the recommendation of the chancellor, recommend to the Board of Trustees for approval changes to campus parking and traffic policies.

### **III. Executive Committee Delegated Authority and Assignments**

a. Act for the full Board of Trustees between meetings with the responsibility to report on its actions at the next Board meeting.

b. Review and take final action on proposed contracts of \$10,000 or more that may constitute a potential conflict of interest under the Dual Memberships and Conflicts of Interest Policy of the Board of Governors, UNC Policy 200.1.

c. Review and make recommended findings to the Board of Trustees regarding allegations of violation of UNC Policy 200.1.

d. If a member of the Executive Committee has a substantial interest in an entity that is intending to contract with the university, as defined in UNC Policy 200.1, the Chair of the Board of Trustees may assign the matter to another standing committee of the Board of Trustees or appoint an ad hoc committee of no less than three members of the Board of Trustees to handle the matter. If the Chair of the Board of Trustees has a substantial interest or is alleged to have violated UNC Policy 200.1, the ~~First~~ Vice Chair of the Board of Trustees will assign or appoint the committee.

e. Approve appointment, initial salary, and appointment changes for Provost and Vice Chancellors.

### **IV. University Advancement Committee Delegated Authority and Assignments**

a. Development and Advancement Activities

i. Approve all university fundraising campaigns.

ii. Advise the chancellor and vice chancellor for university advancement on the formation of campaign steering committees.

iii. Advise the chancellor and vice chancellor for university advancement on the priority, timing, direction, funding and management of capital and other fundraising campaigns.

- iv. Recommend to the Board of Trustees for approval the naming of all facilities and programs, owned, operated or controlled by the university.
- v. Advise the chancellor in all areas pertaining to development, advancement services, university communications and alumni relations.
- vi. Receive nominations for the Watauga Medals and recommend nominees for approval to the Board of Trustees.
- vii. Receive regular reports on University Communications and NC State Alumni Association activities and initiatives.

b. External Affairs

- iii. Receive regular reports on the activities of the state legislature.

c. Policy Development

- i. Upon the recommendation of the chancellor, recommend to the Board of Trustees for approval policies related to the relationship between the university and its affiliated foundations and the coordination of all fundraising activities intended to benefit the university.
- ii. Upon the recommendation of the chancellor, recommend to the Board of Trustees for approval policies including but not limited to such matters as the conduct of fundraising campaigns, and the use and application of privately donated funds for any activity whose sponsorship may implicate or obligate the university.
- iii. Upon the recommendation of the chancellor, recommend to the Board of Trustees for approval policies regarding fundraising activities intended to benefit the Endowment Fund and various affiliated foundations.
- iv. Recommend naming guidelines for endowed funds, and facilities and programs funded in whole or in part by private monies.
- v. Upon recommendation of the chancellor, recommend to the Board of Trustees for approval policies regarding the awarding of the Watauga Medal.

**V. University Affairs Committee Delegated Authority and Assignments**

- a. EHRA Personnel - on the recommendation of the chancellor

- i. Approve appointment, initial salary, and appointment changes for Deans and SAAO Tier 1 positions other than the Chancellor, Provost and Vice Chancellors.
  - iii. Approve non-salary and deferred compensation for EHRA employees, other than Vice Chancellors, in accordance with UNC Policy 300.2.14 and NCSU POL05.15.03
  - iv. Establish salary ranges, based on available relevant market data for senior academic and administrative officers that are not established by UNC General Administration.
  - iv. Recommend any salary increase for an EHRA employee other than for Vice Chancellors that requires approval by the Board of Governors.
  - v. Review and approve any administrative separation or retreat rights subject to Board of Trustees approval under UNC Policy 300.1.6[R] and NC State POL 05.15.01. “Retreat rights” are those conditions of employment that would apply should the administrator leave his/her administrative position.
  - vi. Confer permanent tenure consistent with **NCSU POL05.20.01 - Appointment, Reappointment, Promotion and Permanent Tenure**
  - vii. Designate Distinguished Professorships, including Distinguished Scholars, and Distinguished Fellows, which may be time limited pursuant to UNC Policy 600.2.3.
  - viii. Confer emeritus status to an individual with an SAAO Tier I appointment at retirement.
  - ix. Appoint or extend the contract of the athletic director and head coaches with employment contracts in accordance with UNC Policy 1100.3. Recommend contracts for Board of Governors’ approval in circumstances where the proposed contract terms require such approval under UNC Policy 1100.3.
  - x. Review and recommend to the Board of Trustees for approval petitions relating to EHRA employees seeking political candidacy and/or public office holding as required by UNC Policy 300.5.2.
- b. Employee Appeals
- i. Discharge and Suspensions of Employees.
  - ii. In a manner consistent with the Board of Trustees’ Policies and Procedures, with applicable policies of the Board of Governors, and with State law, hear appeals of

discharged or suspended employees from actions taken by the chancellor when the applicable policies allow such appeals.

iii. Disposition of Employee Grievances.

1. Hear and render a decision on appeals in UNC Code Section 607 grievances, where neither the relevant administrative respondent nor the chancellor made an adjustment recommended by the grievance committee in favor of the grievant.

c. Academic Programs and Research

- i. Review academic degree proposals requiring approval by the Board of Governors and, upon the recommendation of the chancellor, recommend such programs and proposals to the Board of Trustees.
- ii. Receive notification on behalf of the Board of Trustees of other academic program proposals.

d. Student Affairs

- i. Upon the recommendation of the chancellor, review and recommend to the Board of Trustees the approval of campus initiated tuition increases and the approval of student fees (proposed new fees as well as adjustments to existing fees).

e. Honorary Degrees, Awards and Distinctions

- i. Receive and review nominations for Honorary Degrees and Holladay Medals and recommend nominees for approval to the Board of Trustees.
- ii. Provide advice in the chancellor's selection of a Commencement speaker.

f. Planning

- i. Review and recommend to the Board of Trustees for approval changes in the university's mission statement.
- ii. Advise the chancellor on the development of plans to carry out the university's mission.
- iii. Review and approve the establishment, continuation and discontinuation of Centers and Institutes as required by the BOG and UNC President and in accordance with UNC Policy 400.5[R].

g. Policy Development



- i. Upon the recommendation of the chancellor, recommend to the Board of Trustees for approval personnel policies not otherwise prescribed by State law, the UNC Code or policies of the Board of Governors, for personnel in all categories of university employment.
- ii. Recommend to the Board of Trustees for approval policies regarding the collection of tuition, fees and other monies to be collected from students, as approved by the Board of Governors.
- iii. Recommend to the Board of Trustees for approval policies for administration of scholarships and other financial aid to students.
- iv. Upon recommendation of the chancellor, recommend to the Board of Trustees for approval policies related to the provision of student services and activities, including but not limited to student government and intercollegiate athletics, subject to general provisions as may be prescribed by the Board of Governors.
- v. Upon recommendation of the Chancellor, recommend to the Board of Trustees for approval policies related to research and centers and institutes.

#### h. Responsibilities

- i. Receive and hear reports at committee meetings from the Chair of the Faculty Senate, the Chair of the Staff Senate, and the Student Body President.

### VI. Nominating Committee Guidelines

- a. Select one or more nominees for Chair from Board of Trustee members.
- b. Where possible, ensure that each nominee for Chair corresponds to the guideline of limited continuity of leadership: a term as Chair of at least two years. A trustee may serve as Chair for two consecutive one-year terms. Where possible, in order to promote a limited continuity of leadership, the Committee is encouraged to give deference to the current Chair for re-nomination for a second consecutive year. A Chair who is serving a second consecutive year as Chair is ineligible for reappointment as Chair until one year has elapsed from the end of the second consecutive year of service. Where appropriate, when nominating a Chair other than the re-nomination of the current Chair, the Committee is encouraged to give deference to the Vice Chair as a candidate.

### VII. Chancellor Delegated Authority

- a. EHRA Personnel - which may be further delegated to permanent designees

- i. Take final action on all EHRA personnel actions, except those contained in UNC Policy 600.3.4 and UNC Policy 1100.3 which are retained by the Board of Trustees.
  - ii. Approve EHRA salary increases as authorized by UNC Policy 200.6, section I.A.(4) and as further sub-delegated as follows:
    - a) A temporary salary stipend or supplement with a specified end date that does not exceed 25% and \$25,000 of cumulative salary adjustments fiscal year to-date based on the employee's June 30 salary, up to 12-months in duration; and
    - b) A temporary salary stipend or supplement without a specified end date that does not exceed 20% and \$15,000 of cumulative salary adjustments fiscal year to-date based on the employee's June 30 salary; and
    - c) A permanent base salary adjustment that does not exceed 20% and \$15,000 of cumulative salary adjustments fiscal year to-date based on the employee's June 30 salary
- b. Student Matters - which may be further delegated
- i. Determine, after consultation with the faculty, whether an individual student shall be entitled to receipt of a particular degree.
  - ii. Establish admission policies and resolve individual admission questions for all schools and divisions within the university.
  - iii. Collect from each student, at the beginning of the semester or term, such tuition, fees and other amounts necessary to pay other expenses for the term, as have been approved by the Board of Governors.
  - iv. Require payment of such advance deposits, as such times and under such conditions, as may be required by State law or by the Board of Governors.
  - v. Require payment of such nonrefundable application of fees, in connection with each application for admission, as may be required by State law or by the Board of Governors.
  - vi. Administer scholarships and other forms of financial aid to students which are limited in their application to or are supported by North Carolina State University subject to the terms of any applicable laws and to policies of the Board of Governors.
  - vii. Regulate student activities including student conduct, the approval of organized, institutionally-recognized student activities and the definition of roles and functions of any institutionally-recognized system of student self-government and student participation in the governance of any aspect of institutional programs and services.

viii. Establish and supervise the institution's program of intercollegiate athletics, subject to such policies as may be prescribed by the Board of Governors and the Board of Trustees.

ix. Maintain campus security, subject to applicable provisions of State law and such policies as may be adopted by the Board of Governors.

x. Control and supervise campus utilities and other facilities subject to applicable provisions of State law and policies of the Board of Governors.

c. Signature Authority for Contracts, Leases and Other Agreements – which may be further delegated.

i. Sign and execute agreements, contracts, leases, and other official documents (all herein referred to corporately as agreements) with institutions, agencies, corporations, partnerships, individuals and other legal entities, said agreements including all such agreements not required by law or administrative regulation to be otherwise executed.

ii. Agreements shall comply with (1) the law of North Carolina, especially North Carolina General Statutes, Chapters 143 and 146, when applicable, and (2) with The Code and with policies determined by the Board of Governors or the Board of Trustees.

d. Acquisition and Disposition of Real Property

i. Acquire or dispose of an interest in real property other than by lease valued at less than \$50,000

ii. Acquire or dispose of an interest in real property by lease with an annual value of \$150,000 or less and a term of not more than 10 years

e. Authority to Award Emeritus Status

i. Award emeritus status to Faculty and SAAO Tier II employees in accordance with applicable Board of Trustees policies governing the award of emeritus status.

f. The Use of Firearms on the University's Research Stations, Field Laboratories, Forest and Woodland Properties – which may be further delegated.

i. Establish operating procedures and to allow the use of weapons on the University's research stations, field laboratories, forest and woodland properties for the purposes of controlling animal depredation of crops and for wildlife management.

## **VIII. Vice Chancellor for Finance and Administration Delegated Authority**

a. Purchase, Sell, Transfer or Sign Trust Fund Assets and Securities

- i. Buy stocks, bonds, or other securities of corporations, firms, or individuals, of the United States Government, or of any state or political subdivision thereof.
- ii. Sell, trade, assign, endorse, and deliver for transfer certificates representing stocks, bonds, or other securities of corporations, firms, or individuals, of the United States Government, or of any state or political subdivision thereof.
- iii. Assign for reissue or redemption any registered obligation of any corporation, the United States Government and its instrumentalities, or of any state or political subdivision thereof, now or hereafter registered in the name of North Carolina State University at Raleigh.

b. Trademark registration and licensing program – or designee

- i. Register such marks, symbols and other indicia of the University in the various states and with the U.S. Patent and Trademark Office as he deems appropriate.
- ii. Enter into an agreement with an agent for the licensing of North Carolina State University's marks, symbols, and indicia in a manner deemed consistent with the purposes and needs of the University.

c. Internal Revenue Service Reimbursement Resolutions – or designee

- i. Declare the official intent of NC State within the meaning of Section 1.150-2 of the Treasury Regulations promulgated under Section 103 of the Internal Revenue Code of 1986, as amended, evidencing NC State's intent to reimburse NC State for expenditures incurred and paid by NC State in connection with projects from the proceeds of tax exempt obligations.

d. Business Signatures – or designee

- i. Establish Impress Checking Accounts.
- ii. Approve Tax Related Documents necessary for the University.
- iii. Approve Trust Fund Authorities and Related Changes.
- iv. Approve University Receipt Centers.

**The Chancellor's Report**

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*November 2020***Spring Planning Updates**

NC State's plans for the spring semester continue to be refined and shared with the campus community. At the time of this report's publication, the most recent updates include changes to the academic calendar for the spring semester. On October 22, 2020, NC State announced that the spring semester would begin on Tuesday, January 19, 2021 – one week later than originally planned. This allows more time to implement a robust COVID-19 testing strategy for students returning to campus. Additional changes were made to the time built-in for spring break. Many members of the NC State community expressed concern at having a week for spring break. Instead of the full week, there will be four wellness days spread throughout the semester. These days are intended to provide a respite for our community, and faculty will be instructed to avoid any deadlines or tests on days following these breaks. Exams will take place May 3-10 with a Reading Day and two weekend days set aside for breaks. Spring commencement is scheduled for May 15.

**Virtual Commencement Announcement**

NC State announced that a virtual Commencement Ceremony will be held on Friday, December 4, 2020 at 6 p.m. This event will celebrate Fall 2020 graduates and students who graduated in Spring 2020. University administrators and distinguished guests will address the Class of 2020. The event will also feature graduates, their families and loved ones, and NC State faculty and staff. Graduates, their families and loved ones, and NC State faculty and staff are encouraged to submit videos and photos by October 30, 2020 on the virtual commencement website: [virtual.commencement.ncsu.edu](https://virtual commencement.ncsu.edu). Some of these videos and photos will be featured in the virtual ceremony.

**Racial Equity Summit**

NC State hosted its first Racial Equity Summit on October 15, 2020. The Summit brought together NC State faculty, staff, students, community members and alumni who shared input on how the university can address specific issues and broader themes to improve racial equity at NC State. The Racial Equity Summit is part of a series of initiatives at NC State to support the university's mission to make its campus a more diverse and inclusive campus. Additional information about the Racial Equity Summit and the university's racial equity initiatives can be found online on our diversity portal: [ncsu.edu/diversity/](https://ncsu.edu/diversity/)

**NSF Grant for Crop DNA Replication Research**

Two faculty members in the Department of Plant and Microbial Biology were recently awarded a \$3.3 million grant from the National Science Foundation's Plant Genome Research Program. The grant will allow Drs. Linda Hanley-Bowdoin and Bill Thompson to continue their work investigating how plants control DNA replication and how this can influence agronomic traits. Their work has implications for agriculture as well as genomics research. This group is the only one working on DNA replication timing in actively growing and developing tissue, which provides them the opportunity to gain insight into fundamental questions. Through the grant, they also plan to make a difference in the lives of students. They hope to hire one undergraduate student in their lab during the academic year in addition to supporting an existing program that provides summer research experiences to undergraduate and high school students.

**American Humane Nonprofit Recognizes Long-time CVM Member**

Julie Nettifee was named an American Humane Veterinary Nurse Hero as part of a national competition sponsored by Zoetis Petcare and in coordination with the nonprofit organization American Humane. Julie has worked at NC State for over 20 years in a variety of roles, including supporting clinical research and faculty-clinicians and education DVM students. Currently, she is focused on research and clinical support for the College of Veterinary Medicine and the NC State Veterinary Hospital. She was one of five finalists to receive this honor, which recognizes the dedication of veterinary workers and the lives that they have changed. American Humane is dedicated to animal welfare and supporting the human-animal bond.

**C3 Program Gets 11<sup>th</sup> Partner School**

NC State's Community College Collaboration (C3) program gained a new community college partner last month. James Sprunt Community College, located in Duplin County, signed a memorandum of understanding with NC State to become the 11<sup>th</sup> community college partner in the C3 program. The C3 program is a dual-enrollment, dual-admission program that gives students at partner NC Community Colleges a clear pathway to a four-year degree from NC State. Individual advising by NC State advisors – while students are still at the community college – helps students navigate the transfer process more easily. Students also have early access to degree planning tools, which allows them to see how courses in the Associate Degree will meet NC State's degree requirements.

**BOARD OF TRUSTEES  
NORTH CAROLINA STATE UNIVERSITY  
AGENDA**

**Audit, Risk Management and Finance Committee  
3:15 p.m. – 4:45 p.m., November 12, 2020  
Via Zoom**

**Members: Ed Weisiger, Chair, Melanie Flowers, Ann Goodnight, Stan Kelly, Ven Poole,  
Dewayne Washington**

**CALL TO ORDER** Chair of Committee

**ROLL CALL** Chair of Committee

**PUBLIC MEETING REMINDER AND READING OF STATE GOVERNMENT ETHICS ACT  
CONFLICT OF INTEREST STATEMENT** Chair of Committee

**1. APPROVAL OF MINUTES** **TAB 4.1**

Approval of September 10, 2020 Meeting Minutes

**2. ACTION ITEMS** **TAB 4.2**

No Action Items

**3. INFORMATIONAL REPORTS** **TAB 4.3**

- A. Annual State Auditor Report 4.3A  
Office of State Auditor  
*Beth Wood, State Auditor*  
*Ray Whitby, Jr., State Audit Manager*  
*Garrett Davis, State Audit Supervisor*  
Office of Finance and Administration  
*Mary Peloquin-Dodd, Associate Vice Chancellor, Finance and University Treasurer*
- B. Internal Audit Update 4.3B  
Office of Internal Audit  
*Cecile Hinson, Chief Audit Officer and Director, Internal Audit*
- C. Legislative and Budget Update 4.3C  
Office of External Affairs, Partnerships & Economic Development  
*Kevin Howell, Vice Chancellor, External Affairs, Partnerships  
& Economic Development*  
Office of Finance and Administration  
*Charles A. Maimone, Vice Chancellor, Finance and Administration*
- D. Finance Update 4.3D  
Office of Finance and Administration  
*Mary Peloquin-Dodd, Associate Vice Chancellor, Finance and University Treasurer*

- E.      Campus Securities Update      4.3E  
         Office of General Counsel  
         *Allison Newhart, Vice Chancellor and General Counsel*  
         Office of Finance and Administration  
         *David Rainer, Associate Vice Chancellor, Environmental Health and Public Safety*  
         *Daniel L. House Jr., Chief of Police, NC State University Police Department*

**4.      ADDITIONAL INFORMATIONAL MATERIALS      TAB 4.4**

- A.      NC State Investment Fund Performance Review      4.4A
- B.      NC State Intermediate Term Fund Performance Review      4.4B

**ADJOURN**



## **OPEN SESSION MINUTES**

### **AUDIT, RISK MANAGEMENT AND FINANCE COMMITTEE**

Board of Trustees  
North Carolina State University  
September 10, 2020

The Audit, Risk Management and Finance Committee of the Board of Trustees of North Carolina State University met September 10, 2020 via a Zoom conference call.

Members Present:                   Ed Weisiger, Committee Chair  
  Ann Goodnight  
  Stan Kelly  
  Ven Poole  
  Dewayne Washington  
  Tom Cabaniss, Board Chair

Chair Weisiger called the meeting to order at 3:15 p.m. The roll was called and a quorum was present.

Chair Weisiger reminded those in attendance that this was a public meeting but was not a meeting for public comment. Only those included on the agenda are invited to speak. He then read the State Government Ethics Act to remind all members of their duty to report conflicts of interest or appearances of conflict.

Chair Weisiger complimented the Chancellor and the University on its response to the COVID-19 pandemic.

#### **Responsibilities of the Committee**

The committee reviewed and discussed its responsibilities as per the bylaws, this year's agenda, and the draft plan of work for the year. The four key areas of committee authority are audit, finance, risk management, and policy development for institutional trust funds, campus security and information technology and cybersecurity.

#### **Approval of Minutes**

The minutes from the April 23, 2020 meeting were presented for approval, and with no changes, they were approved.

#### **Action Items**

The Committee was presented with the Internal Audit Charter for review and approval, as required by state law, BOG policy, and the Institute of Internal Auditors' International Professional Practices Framework. The Charter is a formal document that defines the Internal Audit Division (IAD) mission, scope of work, accountability, authority, and responsibility. The Charter must be reviewed and approved annually by the Board of Trustees. There were no changes from last year. Mr. Kelly made a motion to accept the Charter as presented, Mr. Poole seconded, the Charter was approved.

#### **Informational Reports**

##### **Internal Audit Update**

The process for risk assessment and development of the Annual Internal Audit Plan, the Fiscal Year 2020 NCSU IAD Annual Report, and the Fiscal Year 2020 Year End Summary were reviewed. Topics included: IAD performance metrics and achievements towards the University strategic goals, status of engagements against the Audit Plan, the increase in risk assessment interviews conducted, and the increase in hotline allegations received and investigated. In fiscal 2020, there was more follow-up due to the number of reports issued. There were 45 engagements and 44 corrective actions resulting from reports issued. The quarterly update on

Internal Audit activity since the last meeting was also presented. Current activities include three reports being drafted, two audits, four investigations, eight follow-ups and one special assignment. IAD is also following up on 24 corrective actions resulting from seven audits

#### Legislative and Budget Update

The Committee was provided a recap of the 2020 short session. The General Assembly focused on allocation of unappropriated CARES Act funding including UNC System Office requests and the Governor's proposed budget. Future activities to be watched include the state's fiscal outlook and the results of the November elections.

The Committee also heard about budget conditions, including significant impacts on auxiliary service revenues and plans to address the drop in revenue. Tuition and fees and State appropriations remain stable with enrollment remaining strong, except for a slight drop in graduate students. The financial health of the institute remains strong. The University will be using a prioritized approach to reduction planning, employing budget planning principles.

#### Finance Update

A report was given on the recent refinancing, which took advantage of low interest rates and created a savings of \$26 million. Two major rating agencies affirmed NC State's high rating and stable outlook. The University is positioned to maintain debt payments, despite short-term fluctuations in the auxiliaries. A comparison of total university revenue and expenses over a 10 year period was given. In addition, the Committee was updated on the fiscal 2020 income statement which showed a reduction in total revenue of 1.6% and an increase in total operating expenses of 2.8%. The University's liquidity and operating cash and ability to maintain institutional support was also addressed. Chair Weisiger referenced the additional financial reports in the pre-materials under Tab 4.4.

#### Enterprise Risk Management and Compliance Update

A summary of recent activities on compliance and enterprise risk management included changes to NCAA – post COVID, Title IX, foreign gift and contract expanded reporting, and Department of Education authorizations for distance education. The University is monitoring CARES Act reporting, certification and compliance obligations and other items related to COVID-19.

The Committee was introduced to Kristen Meeks, the recently hired University Compliance, Ethics, and Enterprise Risk Management Officer. Ms. Meeks reviewed activities she has been working on and plans going forward to facilitate and ensure university compliance.

#### Adjournment

With no further business, Chair Weisiger announced the meeting adjourned at 4:39 p.m.

Submitted by \_\_\_\_\_

Secretary to the Committee

Approved by \_\_\_\_\_


Chair of the Committee

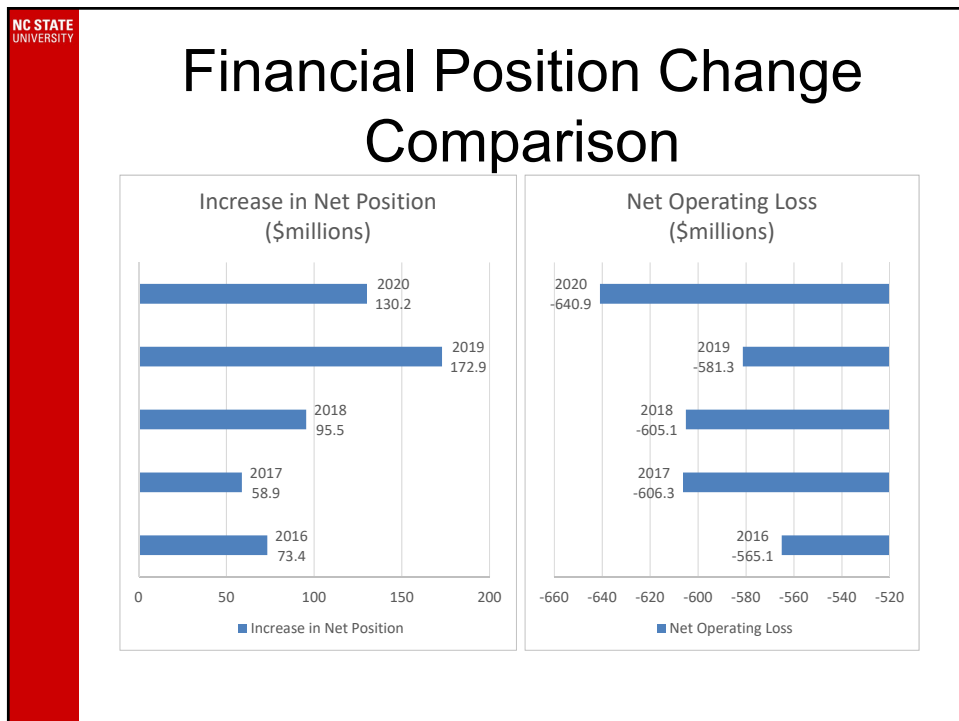
**NC STATE UNIVERSITY**

## FINANCIAL REVIEW DRAFT FISCAL 2020

(as presented during the September 12,  
2020 Audit, Risk Management & Finance  
Committee Meeting)

**Mary Peloquin-Dodd**  
Associate Vice Chancellor,  
Finance and University Treasurer





## Fiscal 2020 Balance Sheet

- Total Current Assets increased by \$2.1 million
- Total Non Current Assets increased by \$105.6 million
  - Restricted Cash and Cash Equivalents increased by \$35.5 million
  - Capital Assets increased by \$73.2 million *(mainly due to increase in Construction-in-Progress of Fitts-Woolard Hall, Plant Sciences Bldg. and Carmichael Addition)*
- Liabilities
  - Commercial Paper increased \$24.9 million
  - Long-Term Liabilities increased by \$124.5 million
    - Bonds and Notes Payable decreased \$24.3 million
    - Net Pension Liability increased \$12.7 million
    - Net Other Postemployment Benefit Liability increased \$135.5 million

## Fiscal 2020 Income Statement

- Operating Revenues decreased by \$15.8 million or 1.6%
  - Sales & Services decreased by \$20.9 million *(due to the decreases in Dining of \$8.7 million, Bookstore of \$1.9 million, and Housing of \$11.9 million as a result of COVID-19)*
- Operating Expenses increased by \$43.9 million or 2.8%
  - Services & Utilities decreased by \$22.8 million *(due to the decreases in travel of \$12.3 million, food service agreements of \$2.2 million, and electricity of \$2.6 million as a result of COVID-19)*
  - Salaries & Benefits increased by \$49.9 million *(without the effect of Pension and Post Employment accruals, this line item would have increased by \$15 million –mainly EHRA)*
- Nonoperating Revenues decreased by \$7.3 million or 1.1% *(mainly due to a decrease in Investment Income of \$21.4 million offset by receipt of CARES Act money of \$8.9 million)*
- Capital Gifts increased by \$28.3 million *(due to gifts from Engineering Foundation of \$21.9 million and Ag Foundation of \$6 million for Fitts-Woolard Hall and Plant Sciences Bldg)*

## North Carolina State University at Raleigh--Enterprise And Financial Statistics

	--Fiscal year ended June 30--					Medians for 'AA' rated public colleges & universities
	2020	2019	2018	2017	2016	2018
<b>Enrollment and demand</b>						
Headcount	36,379	35,550	34,432	33,755	34,015	MNR
Full-time equivalent	32,577	31,971	30,954	29,864	29,874	35,846
Freshman acceptance rate (%)	45.1	46.8	50.8	47.0	49.8	67.8
Freshman matriculation rate (%)	42.8	42.3	34.8	34.4	40.3	MNR
Undergraduates as a % of total enrollment (%)	71.4	70.9	70.1	70.6	66.0	78.6
Freshman retention (%)	94.0	94.0	94.0	93.8	93.7	86.0
Graduation rates (six years) (%)	83.0	81.0	79.0	76.0	76.0	MNR
<b>Income statement</b>						
Adjusted operating revenue (\$000s)	N.A.	1,779,088	1,711,697	1,650,273	1,559,235	MNR
Adjusted operating expense (\$000s)	N.A.	1,691,952	1,656,965	1,604,049	1,530,726	MNR
Net adjusted operating income (\$000s)	N.A.	87,136	54,732	46,224	28,509	MNR
Net adjusted operating margin (%)	N.A.	5.15	3.30	2.88	1.86	1.50
Estimated operating gain/loss before depreciation (\$000s)	N.A.	187,419	153,653	141,867	117,230	MNR
Change in unrestricted net assets (UNA; \$000s)	N.A.	85,868	(1,702,283)	(3,984)	23,327	MNR
State operating appropriations (\$000s)	N.A.	522,482	515,353	506,419	502,534	MNR
State appropriations to revenue (%)	N.A.	29.4	30.1	30.7	32.2	19.2
Student dependence (%)	N.A.	40.6	40.6	39.9	24.6	39.7
Health care operations dependence (%)	N.A.	N.A.	N.A.	N.A.	N.A.	MNR
Research dependence (%)	N.A.	17.6	17.2	17.5	17.9	MNR
Endowment and investment income dependence (%)	N.A.	2.3	2.4	2.1	0.6	1.4
<b>Debt</b>						
Outstanding debt (\$000s)	N.A.	535,821	553,988	573,203	574,549	828,692
Proposed debt (\$000s)	N.A.	275,050	N.A.	N.A.	N.A.	MNR
Total pro forma debt (\$000s)	N.A.	627,821	N.A.	N.A.	N.A.	MNR
Pro forma MADS	N.A.	47,001	N.A.	N.A.	N.A.	MNR
Current debt service burden (%)	N.A.	2.56	2.63	2.36	1.93	MNR
Current MADS burden (%)	N.A.	2.57	2.63	2.79	2.70	3.50
Pro forma MADS burden (%)	N.A.	2.78	N.A.	N.A.	N.A.	MNR
<b>Financial resource ratios</b>						
Endowment market value (\$000s)	N.A.	1,400,700	1,293,700	1,122,900	998,600	990,083

## North Carolina State University at Raleigh--Enterprise And Financial Statistics (cont.)

	--Fiscal year ended June 30--					Medians for 'AA' rated public colleges & universities
	2020	2019	2018	2017	2016	2018
Related foundation market value (\$000s)	N.A.	635,453	688,435	625,523	569,822	688,435
Cash and investments (\$000s)	N.A.	758,252	691,428	611,322	594,841	MNR
UNA (\$000s)	N.A.	(1,379,966)	(1,465,834)	236,449	240,433	MNR
Adjusted UNA (\$000s)	N.A.	346,741	337,993	351,171	346,854	MNR
Cash and investments to operations (%)	N.A.	44.8	41.7	38.1	38.9	54.0
Cash and investments to debt (%)	N.A.	141.5	124.8	106.7	103.5	168.3
Cash and investments to pro forma debt (%)	N.A.	120.8	N.A.	N.A.	N.A.	MNR
Adjusted UNA to operations (%)	N.A.	20.5	20.4	21.9	22.7	35.3
Adjusted UNA plus debt service reserve to debt (%)	N.A.	68.6	64.2	64.3	63.0	97.8
Adjusted UNA plus debt service reserve to pro forma debt (%)	N.A.	58.5	N.A.	N.A.	N.A.	MNR
Average age of plant (years)	N.A.	11.5	10.9	10.5	10.3	13.0
OPEB liability to total liabilities (%)	N.A.	34.0	37.6	N.A.	N.A.	MNR

N.A.--Not available. MNR--Median not reported. MADS--Maximum annual debt service. Total adjusted operating revenue = unrestricted revenue less realized and unrealized gains/losses and financial aid. Total adjusted operating expense = unrestricted expense plus financial aid expense. Net operating margin = 100\*(net adjusted operating income/adjusted operating expense). Student dependence = 100\*(gross tuition revenue + auxiliary revenue) / adjusted operating revenue. Current debt service burden = 100\*(current debt service expense/adjusted operating expenses). Current MADS burden = 100\*(maximum annual debt service expense/adjusted operating expenses). Cash and investments = cash + short-term and long-term investments. Adjusted UNA = Unrestricted net assets + unrestricted net assets of the foundation. Average age of plant = accumulated depreciation/depreciation and amortization expense.

## Ratings Detail (As Of May 18, 2020)

## The Brd of Governors of the Univ of North Carolina, North Carolina

North Carolina St Univ at Raleigh, North Carolina

The Brd of Governors of the Univ of North Carolina (North Carolina St Univ at Raleigh) gen rev rfdg bnds

Long Term Rating

AA/Stable

Affirmed

*Email to NC State Community on Tuesday, October 13, 2020*

NC State University, Division of Environmental Health and Public Safety, has published the 2020 Annual Security and Fire Safety Report. You may [access the report online](#) or directly through this link - <https://go.ncsu.edu/2020asr>

Hardcopies are available by request to University Police, either in-person or by [email](#).

The report, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act, discusses NC State's crime statistics, including reported crimes that occurred on campus, in certain off-campus buildings or properties owned or controlled by NC State, and public property immediately adjacent to and accessible from campus. The report also includes:

- University procedures for reporting suspicious or criminal activity, emergency notifications and response, and campus and building evacuations;
- University policies on substance abuse and interpersonal violence;
- Information on reporting acts of interpersonal violence, available interim protective measures, the university's complaint process, as well as the rights of, and resources for, survivors; and
- Strategies for crime prevention, workplace violence prevention, and fire safety.

Please visit the University Police [website](#) for more information.

# NC State Investment Fund, Inc.

NC State University, Campus Box 7207, Raleigh, NC 27695-7207

Inception Date: April 1, 1999

June 30, 2020

## MARKET COMMENTARY

Global markets rebounded sharply in Q2 2020 following a steep contraction in Q1 resulting from the spread of COVID-19. Unemployment in the United States spiked to levels not seen since the Great Depression, peaking at 14.7% in April. Real-time indicators such as traffic congestion and restaurant bookings, began to rebound in Q2, but momentum waned in the later weeks of the quarter as cases of COVID-19 and related hospitalizations began to rise across various states. Supportive actions by both central banks and governments were instrumental in bridging the gap to reopening and provided hope for investors, but the recent resurgence in cases increases uncertainty around the duration and ultimate impact of the virus on US, and other global economies.

Domestic equities, as measured by the S&P 500 Index, posted some of the strongest returns globally, gaining 20.5% for the quarter. Even with the significantly negative first quarter, the S&P 500 was able to post a positive return for the one-year period ending June 30, 2020 with a gain of 7.5%. There was dramatic disparity in performance during the year across style and market caps with growth (Russell 1000 Growth +23.3%) significantly outperforming value (Russell 1000 Value -8.8%) and large caps (Russell 1000 +7.5%) materially outperforming small caps (Russell 2000 -6.6%).

Many of the European countries hardest hit by the pandemic, including Italy and Spain, experienced significant rebounds in Q2, as drastic measures taken to control the spread of the virus appear to have paid off. In general, international equities, performed well during the quarter, with the MSCI EAFE Index gaining 15.1%. The robust return during the quarter wasn't enough, however, to pull international equities into the positive for the one-year period, with the index losing -4.7% of its value for the twelve months ended June 30, 2020.

Emerging markets, as measured by the MSCI Emerging Markets Index, followed the trend of developed equity markets, gaining significant ground in the second quarter with a return of 18.2%; however, emerging markets remained negative for the one year period, posting a 3% loss as of June 30, 2020. Economic activity for the largest country (China) in the index rapidly recovered following dramatic shutdown measures taken earlier in the year. Broadly, emerging markets benefited from the stabilization of commodity markets and a modestly weaker U.S. dollar.

Government yields were predominantly range bound in the quarter, with the 10-year Treasury opening the quarter at 0.62% and closing at 0.66%. As such, Treasury investment returns were modest during the period, with credit-oriented fixed income providing significant outperformance. The Bloomberg Barclays High Yield Corporate Index posted a gain of 10.2% for the quarter, netting a positive 0.03% one-year return. Long dated investment grade bonds were the best performers, gaining 11.4% for the quarter and 13.8% for the one-year period ended June 30, 2020.

Looking ahead, there is significant uncertainty around the duration and severity of the COVID-19 outbreak, with material left and right tail risks. There are a multitude of factors that will ultimately play into the outcome including renewed restriction measures, vaccine development and the appetite of governments and central banks to continue bolstering fragile and uncertain economies. In addition to the virus, issues of social and racial unrest and an impending US Presidential election in November add layers of complexity to the investment landscape for the remainder of the year. At this juncture, it is more important than ever to maintain a long-term investment focus and not lose sight of the strategic goals of the portfolio.

## PERFORMANCE

June 30, 2020						
Market Value	\$1,088,729,384				Participants	
Performance	QTD	CYTD	1 Year	3 Year	5 Year	10 Year
NCSIF	5.8%	-2.4%	2.1%	6.9%	6.2%	8.4%
Policy Index (1)	13.4%	-3.0%	3.5%	5.6%	5.5%	8.0%
Global Index (2)	14.2%	-2.3%	4.6%	6.2%	6.1%	7.8%
BNY E&F Univ (3)	9.6%	-3.5%	2.2%	5.4%	5.5%	7.8%
UNCIF	5.2%	-2.2%	2.3%	7.3%	6.3%	8.5%
NCSIF Private Assets	-4.7%	-1.9%	-3.1%	6.6%	7.2%	10.8%
BlackRock LPP	15.6%	-4.9%	2.2%	5.3%	5.8%	

Note 1: Policy Index= NCSIF's Strategic Investment Policy Portfolio Index (SIPP)

Note 2: Global Index= 70% MSCI ACWI; 30% Bloomberg Barclay's Aggregate Bond Index

Note 3: BNY Mellon Endowment & Foundation Universe Median Return—  
132 portfolios are represented for the one-year period ended June 30, 2020

## FUND PERFORMANCE

The NCSIF (Fund) is a large, diversified investment pool with a long-term perspective. At June 30, 2020 the Fund had \$1.09 Billion invested with several managers in a wide variety of asset classes returning 5.8% for the quarter and 2.1% for the year. The largest manager for the Fund, UNCMC, managed 82.5% of the Fund's assets. The UNC Investment Fund (UNCIF) produced a three-month return of 5.2%, and a 12-month return of 2.3% for the period ended June 30, 2020. The Fund invests with a diversified set of private asset managers, who oversee 2.6% of the portfolio. This portion of the Fund, produced a three-month and 12-month return of -4.7% and -3.1%, respectively, for the period ended June 30, 2020, as many of the valuations reflected 3/31 performance. The Fund's Liquid Policy Portfolio (LPP), managed by Blackrock, was another 11.2% of the portfolio. This investment returned 15.6% for the three months and 2.2% for the 12 months ended June 30, 2020. The remaining 3.7% of the portfolio is invested in cash with the State Treasurer's Short-Term Investment Fund (STIF).

## RISK METRICS

3 Year Period	Fund	UNCIF	Policy Index	MSCI ACWI
Annualized Return	6.9%	7.3%	5.6%	6.1%
Annualized Volatility	6.2%	5.9%	10.9%	16.3%
Annual Sharpe Ratio (1)	1.11	1.23	0.52	0.38
Correlation to Global Index	0.93	0.89	1.00	1.00
Max Drawdown	-7.9%	-7.2%	-14.4%	-21.4%

Note 1: Sharpe Ratio: Excess return per unit of risk

This report is based on information available at the time of distribution. The information comprising this report has not been audited and is subject to change.

Fourth Quarter Fiscal Year 2020



# NC State Investment Fund, Inc.

NC State University, Campus Box 7207, Raleigh, NC 27695-7207

Inception Date: April 1, 1999

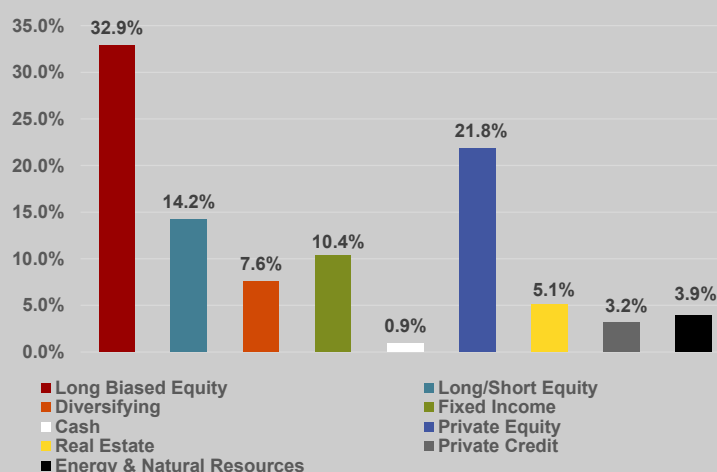
June 30, 2020

## INVESTMENT STRATEGY

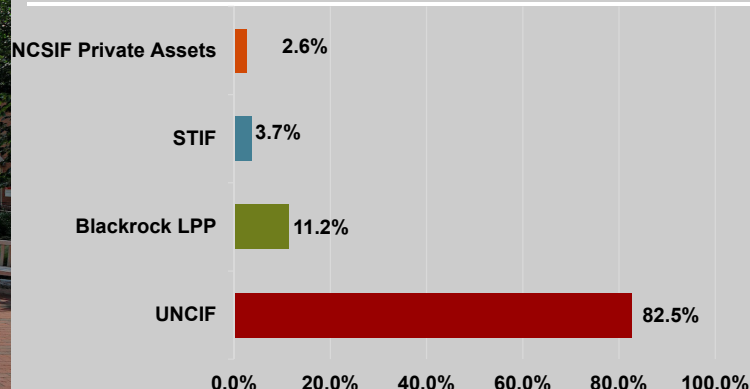
The Fund is managed as a broadly diversified portfolio with exposure to seven primary asset classes and many sub-strategies within each asset class. The Fund seeks to diversify exposure to the sub-strategies through the use of multiple investment managers that utilize a variety of investment approaches. The purpose of diversification is to provide reasonable assurance that no single security, class of securities, or investment manager has a disproportionate impact on the Fund's aggregate results. At times, the Fund invests in passive strategies. In working toward the Fund's investment strategy, through UNCMC, the Fund invests in a number of niche managers that can employ different types of hedging strategies such as short-selling and derivative investing to help reduce the volatility of the Fund. The focus on controlling volatility preserves capital and benefits Fund participants through the power of compounding.



## ASSET ALLOCATION



## ALLOCATION BY MANAGER



## HISTORY OF THE FUND

The NC State Investment Fund, Inc., (Fund) was established in April 1999 to combine NC State University's and its affiliated entities' endowments in an external pooled investment vehicle. The goal of the investment program for the Fund is to provide a real total return from assets invested that will preserve the purchasing power of Fund capital, while generating an income stream to support the spending needs of the University. Effective July 2008, the Fund partnered with UNC Management Company (UNCMC) to invest in the UNC Investment Fund (**UNCIF**), a broadly diversified portfolio emphasizing equity-related investments to achieve the fund's long-term return objective. The transition of assets to UNCMC was completed December 2009. In 2012, the Fund invested in a Liquid Policy Portfolio (**Blackrock LPP**) of Exchange Traded Funds (ETF's) providing 70% equity and 30% fixed income passive exposure. In 2017, the Fund partnered with a non-discretionary private asset advisor to continue its legacy private assets program (**NCSIF Private Assets**) investing in a diversified portfolio of direct private assets focusing on buyouts with complementary allocations to private credit and real asset opportunities. The remaining portion of the portfolio is invested in a short term cash vehicle (**STIF**) to fund capital calls and liquidity for operating needs.

*This report is based on information available at the time of distribution. The information comprising this report has not been audited and is subject to change.*

Fourth Quarter Fiscal Year 2020

# NC State Intermediate Term Fund

NC State University, Campus Box 7207, Raleigh, NC 27695-7207

Inception Date: July 3, 2014

June 30, 2020

## FUND HISTORY AND PHILOSOPHY

As a pooled fund for the collective investment of operating funds, the NC State Intermediate Term Fund (ITF) consists of Participants' excess cash balances, which are defined as funds not needed for normal operating purposes. Generally, the ITF will not include operating funds needed within the next year, endowed funds or those funds that are specifically excluded by law or contractual agreement.

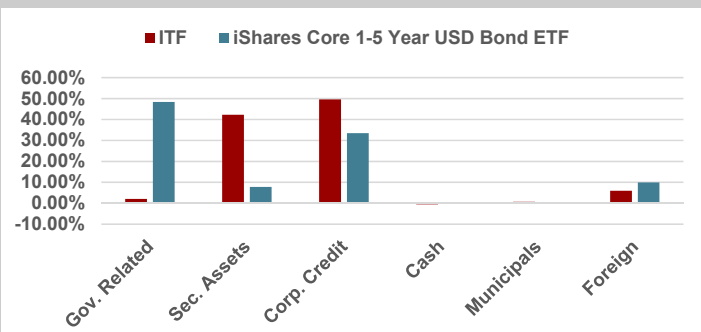
The decision to invest funds takes into account various factors including duration, credit, concentration, and manager risk, along with total return, suitability, and the experiences, quality and capability of external managers.

The primary investment objectives of the ITF are: 1) Preservation and safety of principal; 2) Liquidity; and 3) Maximization of returns within acceptable levels of risk. Because of current concerns about potential changes in monetary policy and rising interest rates, duration is limited. The investment policy calls for an average weighted maturity between one and five years, with an overall credit rating in general of A+/A as rated by a nationally-recognized rating agency. However, for any mutual funds selected by the ITF, their respective approved investment policy guidelines supersede those of the ITF.

The ITF was established on July 3, 2014 with an initial investment of \$122 million. Additional investments were made during FY 2015 and FY 2017, bringing the total invested to \$193.83 million. The ITF can be compared with the State Treasurer's Short-Term Investment Fund (STIF) on both a total return and on an SEC yield basis. In order to provide a buffer for changes in the NAV of the different investments, some of the excess earnings are being used to create a loss reserve. FMV fluctuates on a day-to-day basis.

BlackRock's SIO was liquidated from the fund on June 30, 2016. Proceeds were invested in Vanguard's Short Term Fund and DoubleLine's Total Return Fund on July 1, 2016. Additionally, a small position with PIMCO Income was initiated on November 2, 2016. The ITF's position in JP Morgan was liquidated on September 27, 2017 and PIMCO Low Duration was liquidated on October 2, 2017. The proceeds from these liquidations were reinvested into Vanguard's Short Term Fund and PIMCO Income, bringing the total cost basis to \$190.4 million.

## SECTOR ALLOCATION



This report is based on information available at the time of distribution. The information comprising this report has not been audited and is subject to change.

## PERFORMANCE

Market Value	\$188,667,073			
Performance	QTD	CYTD	1 Year	3 Year
ITF Fund	5.0%	2.0%	3.8%	3.4%
Barclays 1-3 yr Treasury	0.2%	3.0%	4.1%	2.7%
Barclays Universal 1-5 yr	2.6%	3.2%	4.8%	3.5%
DoubleLine	3.4%	2.6%	4.0%	3.8%
PIMCO Income	6.5%	-1.7%	0.7%	3.3%
Vanguard Short Term	4.9%	3.3%	5.0%	3.6%

STATISTICS	Fund	Index (1)
Volatility	2.5%	1.5%
Sharpe Ratio	0.9	1.6
SEC Yield	2.1%	1.2%
Effective Duration	2.5	2.6
FYTD Net Interest & Dividends**	\$6,577,867	N/A
Net Interest & Dividends Since Inception**	\$30,901,457	N/A

\*\*Net of Fund expenses

Note 1: The iShares Core 1-5 Year Bond ETF is used as a proxy for the benchmark for Statistics information

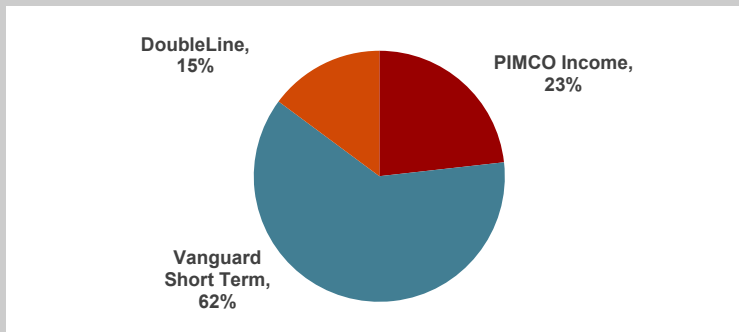
## MANAGERS

**Vanguard's Short Term Fund** has a low tracking error and is a low cost portfolio option consisting primarily of investment grade corporates.

**PIMCO's Income Fund** is a portfolio of a broad range of intermediate-duration bonds that is actively managed to maximize current income while maintaining a relatively low risk profile.

**DoubleLine's Total Return Fund** seeks to maximize total return by exploiting inefficiencies within the subsectors of the mortgage market while maintaining active risk management constraints.

## MANAGER ALLOCATION



## **AGENDA**

Buildings and Property Committee  
Board of Trustees  
North Carolina State University  
10:15 – 11:45 a.m. November 12, 2020  
Zoom Conference

Ed Stack, Committee Chair  
Members: Andrews, Harrell, Murphy, Prestage, Safran

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### **CALL TO ORDER**

*Ed Stack, Committee Chair*

### **ROLL CALL**

*Ed Stack, Committee Chair*

### **READING OF PUBLIC MEETING NOTICE AND STATE GOVERNMENT ETHICS ACT**

*Ed Stack, Committee Chair*

#### **1. MINUTES**

**TAB 5.1**

Approval of September 10, 2020 meeting minutes

#### **2. ACTION ITEMS**

**TAB 5.2**

##### **A. PROPERTY MATTERS**

**5.2.A**

*Alicia Knight, Associate Vice Chancellor, University Real Estate and Development*

##### **1-440 EXPANSION**

- ✓ Disposition by Reallocation. North Carolina State University requests permission for the reallocation of property located on the university's College of Veterinary Medicine Campus being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719). **5.2.A.1**

- ✓ Disposition by Reallocation. North Carolina State University requests permission for the reallocation of a portion of the property currently leased by the University Club. This property being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719). **5.2.A.2**

##### **USDA GROUND LEASE**

- ✓ Disposition by Lease. North Carolina State University requests permission for the ground lease of up to 15 acres of property located at the corner of Lake Wheeler Road and Inwood Road to the USDA. **5.2.A.3**

- B. PROPERTY MATTERS (Received after Full Board Mailing)** **5.2.B**

✓ Requires full board approval

<sup>1</sup> Materials will be distributed to committee members at the meeting

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Buildings and Property Committee

Page 1

C. DESIGNER AND CONSTRUCTION MANAGERS AT RISK SELECTIONS <i>Doug Morton, Associate Vice Chancellor, Facilities</i>	5.2.C
• Page Hall Mechanical & Electrical Upgrades	5.2.C.1
• Approval of Designer Selections \$1 million or less	5.2.C.2
D. ACCEPTANCE OF COMPLETED BUILDINGS AND PROJECTS <i>Doug Morton, Associate Vice Chancellor, Facilities</i>	5.2.D
• The University and Office of State Construction have accepted the attached list of completed buildings and projects with dollar values greater than \$2,000,000. All are recommended to the Buildings and Property Committee for formal acceptance. This listing represents buildings and projects received since the September 10, 2020 meeting.	5.2.D.1
E. NON-APPROPRIATED CAPITAL PROJECTS UPDATE <i>Doug Morton, Associate Vice Chancellor, Facilities</i>	5.2.E
• Approval Non-Appropriated Capital Improvement Projects less than \$750,000	5.2.E.1
F. SITE AND PLAN REVIEW/APPROVAL <i>Lisa Johnson, University Architect</i>	5.2.F
• Approval of Plans and Specifications of Formal Projects less than \$2 million	5.2.F.1
<b>3. INFORMATIONAL REPORTS</b>	<b>TAB 5.3</b>
A. Capital Projects Update <i>Doug Morton, Associate Vice Chancellor, Facilities</i>	5.3.A
B. Status of Projects in Planning <i>Doug Morton, Associate Vice Chancellor, Facilities</i>	5.3.B
C. HUB Initiatives <i>Doug Morton, Associate Vice Chancellor, Facilities</i>	5.3.C
D. Centennial Campus Aircraft Display <i>Lisa Johnson, University Architect</i>	5.3.D
E. Presentation of Centennial Campus Zoning Application <i>Alicia Knight, Associate Vice Chancellor, University Real Estate and Development</i>	5.3.E

## DISCUSSION

## CLOSED SESSION

## ADJOURN

✓ Requires full board approval

<sup>1</sup> Materials will be distributed to committee members at the meeting

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Buildings and Property Committee

Page 2

## **OPEN SESSION MINUTES**

### **Buildings and Property Committee**

Board of Trustees

North Carolina State University

September 10, 2020

---

The Buildings and Property Committee of the Board of Trustees of North Carolina State University met September 10, 2020 via virtual Zoom conference call.

Members Present:                      Ed Stack, Committee Chair  
   Robert "Chip" Andrews, III  
   James A. "Jim" Harrell, III  
   Wendell Murphy  
   Ronald W. Prestage  
   Perry Safran  
   Thomas E. Cabaniss, Board Chair

Chair Stack called the meeting to order at 10:17 a.m. The roll was called and a quorum was present.

Chair Stack reminded all attendees that this is a public meeting but not a meeting for public comment and read the State Government Ethics Act to remind all members of their duty to report conflicts of interest or appearances of conflict.

### **Approval of Minutes**

The minutes from the April 24, 2020 meeting were presented for approval, and with no changes, they were approved.

### **Committee Responsibilities and Procedures**

Chair Stack asked Mr. Morton to present the Committee Responsibilities and Procedures.

### **2020-2021 Committee Plan of Work**

Chair Stack asked Mr. Morton to present the 2020 – 2021 Committee Plan of Work. Mr. Morton provided an overview of the Committee Plan of Work.

### **Action Items**

#### **Full Board Approval Property Matters**

Chair Stack asked Ms. Knight to present the two property matters that require committee approval to be moved for full board approval.

- Disposition by Reallocation. North Carolina State University requests permission for the reallocation of property located on Ligon Street east of 440 being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).
- Disposition by Reallocation. North Carolina State University requests permission for the reallocation of property located on Ligon Street west of 440 being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).

Chair Stack called for a motion and a second to recommend acceptance as outlined. Mr. Prestage made the motion, which Mr. Harrell seconded. Chair Stack asked if there was any further discussion on the motion. There being none, he called for a vote.

Andrews                      AYE

Harrell                        AYE

Murphy                      AYE

Prestage                     AYE

Safran                        RECUSE due to a conflict of interest or potential conflict of interest.

The motion passed.

Designer and Construction Managers at Risk Selections

Chair Stack ask Mr. Morton to present the one designer selection, and two construction managers at risk selections, and approval of eighteen designer selections for projects less than \$1 million.

Chair Stack called for a motion and a second to recommend acceptance as outlined. Mr. Harrell made the motion, which Mr. Murphy seconded. Chair Stack asked if there was any further discussion on the motion. There being none, he called for a vote.

Andrews	AYE
Harrell	AYE
Murphy	AYE
Prestage	AYE
Safran	RECUSE due to a conflict of interest or potential conflict of interest.

The motion passed.

Acceptance of Completed Buildings and Projects

Chair Stack asked Mr. Morton to present the completed buildings and projects for acceptance. Mr. Morton requested acceptance of fourteen completed projects listed with a combined value of \$16,959,213.

Chair Stack called for a motion and a second to recommend acceptance as outlined. Mr. Murphy made the motion, which Mr. Prestage seconded. Chair Stack asked if there was any further discussion on the motion. There being none, he called for a vote.

Andrews	AYE
Harrell	AYE
Murphy	AYE
Prestage	AYE
Safran	AYE

The motion passed.

Non-Appropriated Capital Projects Update

Chair Stack asked Mr. Morton to present the Non-Appropriated Capital Improvement Projects procedure and projects. Mr. Morton stated the UNC Board of Governor's delegated authority to approve and administer non-appropriated capital improvement projects funded entirely with non-general fund money that are projected to be less than \$750,000. Mr. Morton requested acceptance of one project: Lab 2300 & 2350 Renovations – Partners II.

Chair Stack called for a motion and a second to recommend acceptance as outlined. Mr. Harrell made the motion, which Mr. Murphy seconded. Chair Stack asked if there was any further discussion on the motion. There being none, he called for a vote.

Andrews	AYE
Harrell	AYE
Murphy	AYE
Prestage	AYE
Safran	AYE

The motion passed.

Site and Plan Review/Approval

Chair Stack asked Ms. Johnson to present the Site and Plan for review and approval. Ms. Johnson presented and requested for approval the site and plan for Greek Village Phase IV. Ms. Johnson also presented on plans and specifications of eight projects \$2M or less for formal acceptance.

Chair Stack called for a motion and a second to recommend acceptance as outlined. Mr. Harrell made the motion, which Mr. Murphy seconded. Chair Stack asked if there was any further discussion on the motion. There being none, he called for a vote.

Buildings and Property Committee  
North Carolina State University  
Board of Trustees  
September 10, 2020

Page 3

Andrews AYE

Harrell AYE

Murphy AYE

Prestage AYE

Safran AYE, as to the acceptance of eight projects \$2M or less; ABSTAIN as to the approval of the the Greek Village Phase IV site and plan

The motion passed.

### **Discussion**

Chair Stack asked Mr. Morton to provide an update of thy Physical Master Plan and ongoing projects on campus. Mr. Morton provided a summary of the Physical Master Plan and indicated that the Fitts-Woolard Hall is nearly finished with remaining last touches and the DH Hill project is complete. Mr. Morton also provided an update on the Thermal Energy Storage, Bureau of Mines renovation, Carmichael renovation, restoration of Memorial Belltower, and the Plant Sciences building project. Chair Stack asked Ms. Knight to provide an update on University Real Estate and Development's business. Ms. Knight provided updates on University Towers potential acquisition, Innovation District Project, and the campus zoning effort overview.

### **Adjournment**

With no further business, Chair Stack announced the meeting adjourned at 11:49 a.m.

Submitted by \_\_\_\_\_

Secretary to the Committee

Approved by \_\_\_\_\_

Chair of the Committee

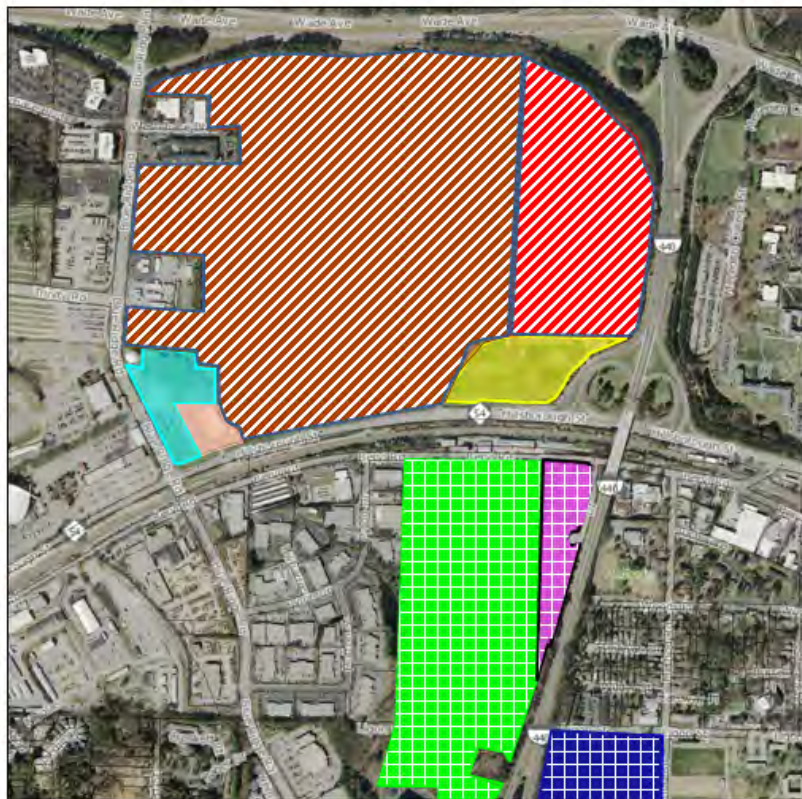
# I-440 Expansion Project













# I-440 Expansion Project: NCSU Impacted Properties

5.2.A.1

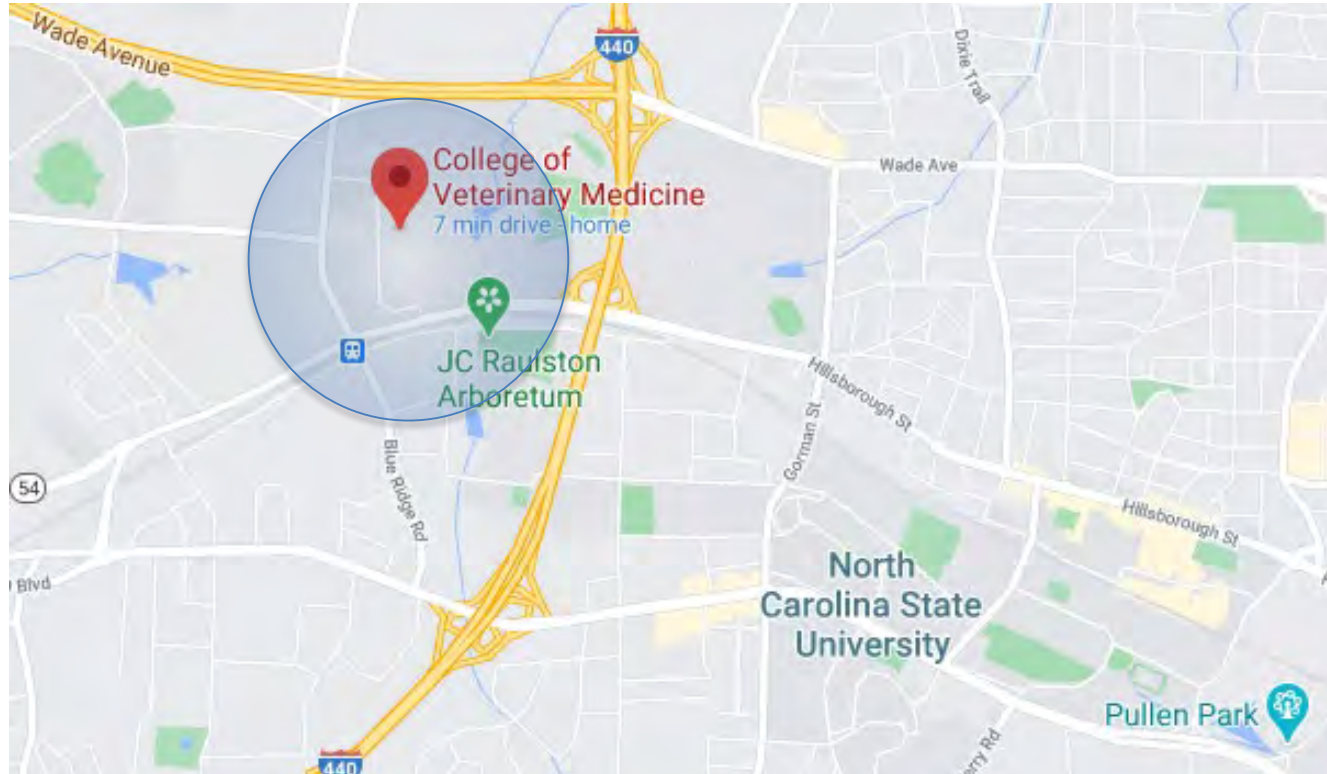


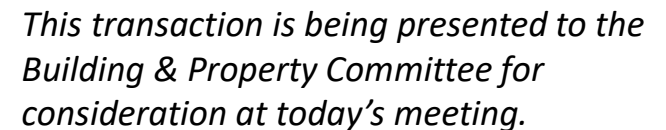
	University Club		USDA - Ligon Street East
	Partnership Corps Lot - UClub		VetMed - Endowment
	Partnership Corps Lot - Vet School		VetMed - Allocated
	Brickhaven Complex		Dearstyne/Ligon Street West

	Hatched – Approved Agreement
	Striped – Tentative Agreement
	Solid – Negotiations Underway

## I-440 Expansion Project: Hillsborough Street and Blue Ridge Road

5.2.A.1





**STATE OF NORTH CAROLINA  
DEPARTMENT OF ADMINISTRATION  
DISPOSITION OF REAL PROPERTY**

**Institution or Agency:** North Carolina State University

**Date:** November 12, 2020

**The Department of Administration is requested, as provided by GS 146-28 to dispose of the real property herein described by ~~(sale), (lease), (rental), or (land exchange):~~**

Assent to reallocation

**This disposition is recommended for the following reasons:**

The subject property is being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).

**Description of Property:** *(Attach additional pages if needed.)*

The subject property, identified as a portion of the College of Veterinary Medicine Campus, is located near the corner of Hillsborough Street and Blue Ridge Road. The final quantity, description and exact location of the reallocated property will be determined by survey and is expected to include +/- 0.077 acres of Permanent Right of Way, +/- 0.209 acres of Permanent Easements, +/- 0.341 acres of Temporary Easements, and +/- 0.037 Dual Utility Easements.

**Estimated value:** \$310,000.00

**Where deed is filed, if known:** Wake County Register of Deeds

**If deed is in the name of agency other than applicant, state the name:** N/A

**Rental income, if applicable, and suggested terms:** N/A

**Funds from the disposal of this property are recommended for the following use:**

Pursuant to Section 34.4, S.B. 99, 2017 Reg. Sess. (NC 2017), compensation for any impact from the I-440 Expansion Project to lands allocated to North Carolina State University shall be deposited in the university's account and shall be used to remedy the impact from the I-440 Expansion Project.

**Action recommending this transaction was taken by the Board of Trustees at its meeting held on \_\_\_\_\_, 2020.**

**Signature** \_\_\_\_\_

**Chancellor**

**DISPOSITION  
OF REAL PROPERTY**

**ASSENT TO REALLOCATION**

**GRANTOR** State of North Carolina on behalf of North Carolina State University

**GRANTEE** State of North Carolina

**LOCATION** Hillsborough Street and Blue Ridge Road (Portion of the College of Veterinary Medicine Campus)

**SIZE** +/- 0.077 acres of Permanent Right of Way  
+/- 0.209 acres of Permanent Easements  
+/- 0.341 acres of Temporary Easements  
+/- 0.037 acres of Dual Utility Easements

**RATE** \$310,000.00

**TERM** Permanent

**USE** The subject property is being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).

## TRANSMITTAL OF REQUEST FOR ACQUISITION/DISPOSITION OF REAL PROPERTY

## Form

Number: PO-2

## Preparation

Date: 11/12/2020

**Request:** Assent to reallocation of property located on the College of Veterinary Medicine being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).

**Institution** NORTH CAROLINA STATE UNIVERSITY

.....

RECOMMENDED BY CHANCELLOR, NCSU

\_\_\_\_\_  
(Chancellor's Signature)

.....

RECOMMENDED BY COMMITTEE ON  
BUILDINGS AND PROPERTY

\_\_\_\_\_  
(Chairman's Signature)

.....

RECOMMENDED BY BOARD OF TRUSTEES,  
NCSU

\_\_\_\_\_  
(Chairman's Signature)

.....

RECOMMENDED BY BOARD OF GOVERNORS

\_\_\_\_\_  
(Secretary's Signature)

.....

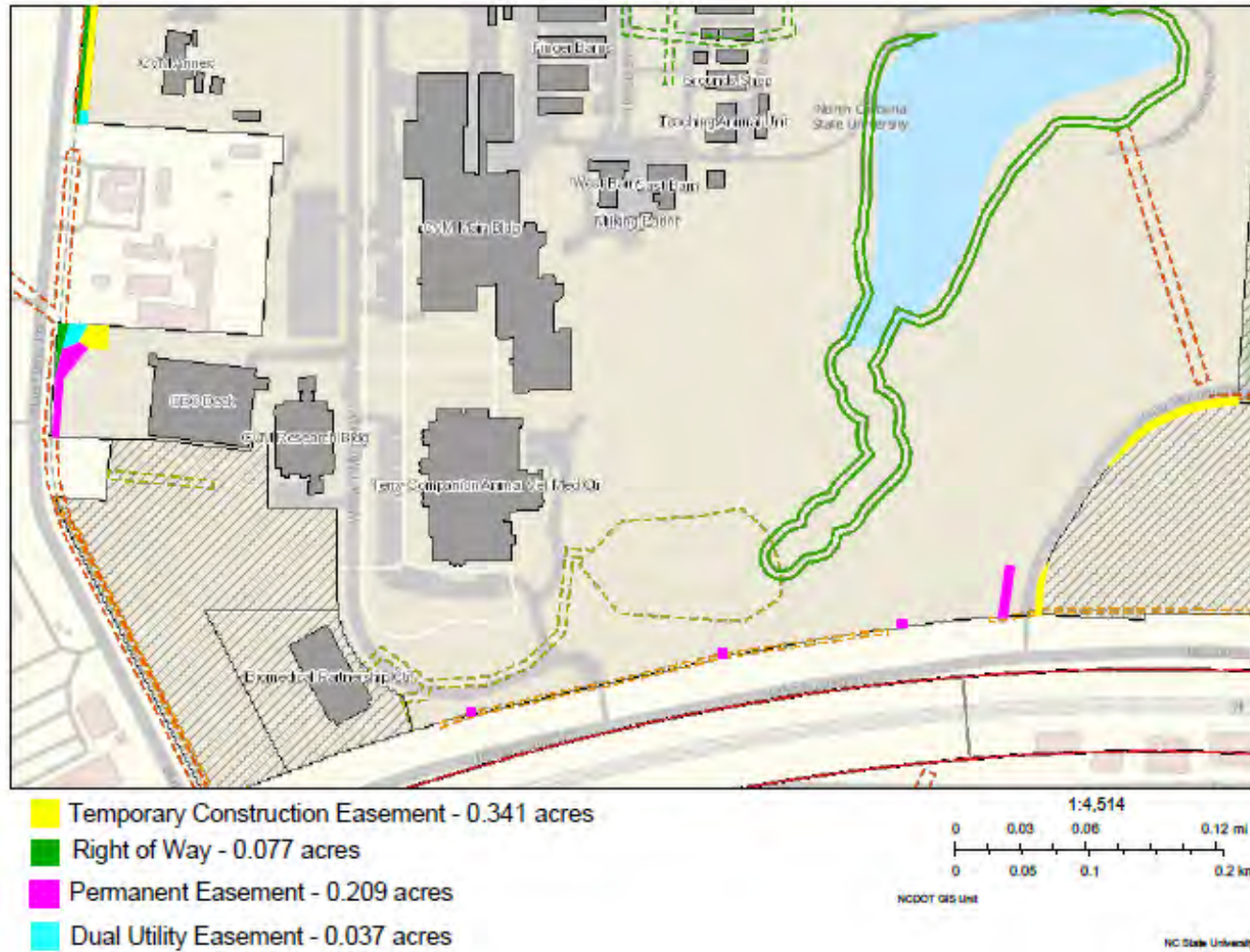


PO2 for Hillsborough Street and Blue Ridge Road (College of Veterinary Medicine Campus)  
Vicinity Map



## PO2 for Hillsborough Street and Blue Ridge Road (College of Veterinary Medicine Campus)

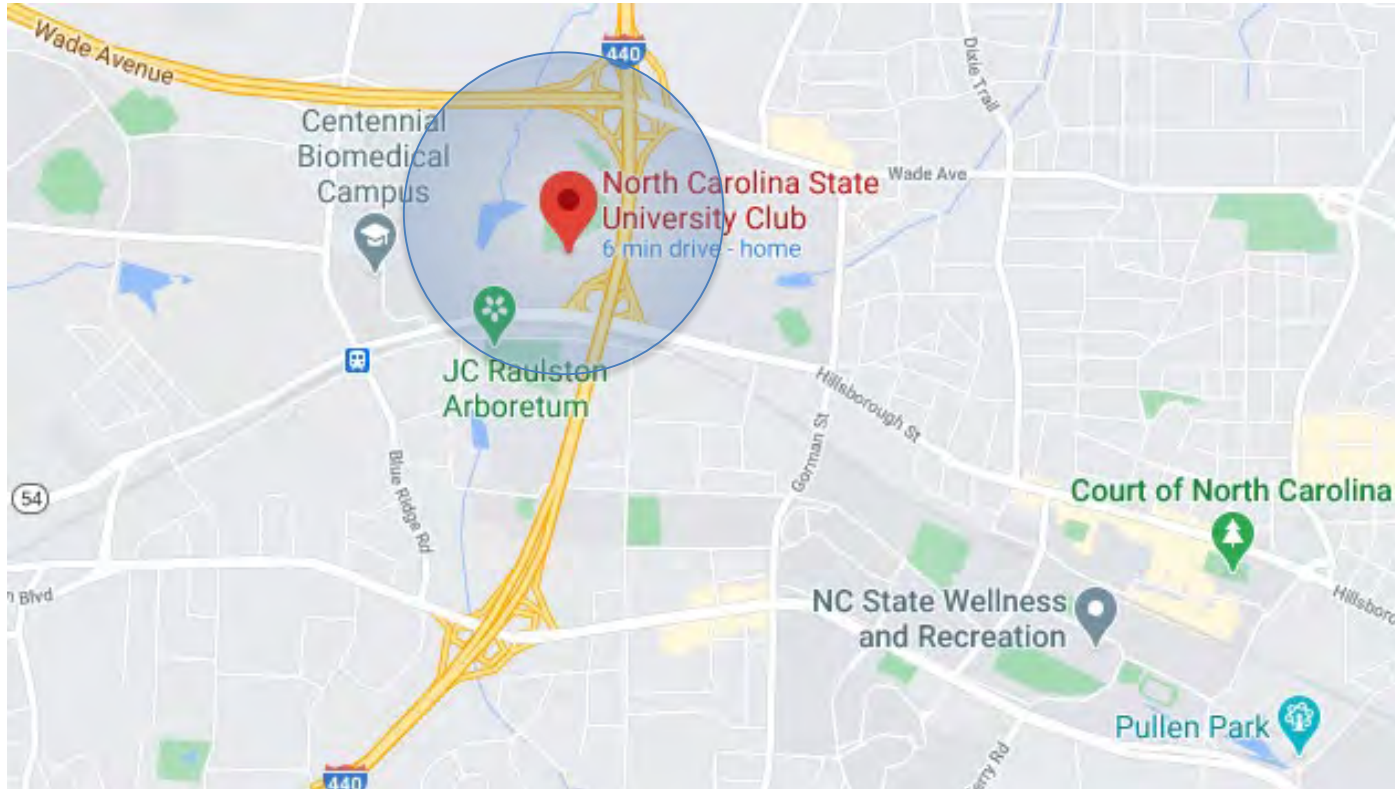
5.2.A.1





## I-440 Expansion Project: University Club

5.2.A.2



## I-440 Expansion Project: University Club

5.2.A.2



The impacted property and facilities are part of University Club's leased property. University Club has directly negotiated compensation with NC DOT in the amount of \$3,150,000 for these impacts, paid as follows:

- \$1,057,000 will be paid directly to University Club as compensation for damages to the improvements.
- \$2,093,000 will be paid to the university as compensation for lost property. The university will allocate these funds to University Club to fund costs associated with the construction of replacement facilities.

*This transaction is being presented to the Building & Property Committee for consideration at today's meeting.*



**STATE OF NORTH CAROLINA  
DEPARTMENT OF ADMINISTRATION  
DISPOSITION OF REAL PROPERTY**

**Institution or Agency:** North Carolina State University

**Date:** November 12, 2020

**The Department of Administration is requested, as provided by GS 146-28 to dispose of the real property herein described by ~~(sale), (lease), (rental), or (land exchange):~~**

Assent to reallocation

**This disposition is recommended for the following reasons:**

The subject property is being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).

**Description of Property:** *(Attach additional pages if needed.)*

The subject property, identified as the North Carolina State University Club, is located near the intersection of Hillsborough Street and I-440. The final quantity, description and exact location of the reallocated property will be determined by survey and is expected to include +/- 3.099 acres of Permanent Right of Way, +/- 1.177 acres of Permanent Easements, and +/- 1.049 acres of Temporary Easements.

**Estimated value:**        \$3,150,000.00  
                                 \$1,057,000.00 to be paid directly to the University Club  
                                 \$2,093,000.00 to be paid to NCSU

**Where deed is filed, if known:** Wake County Register of Deeds

**If deed is in the name of agency other than applicant, state the name:** N/A

**Rental income, if applicable, and suggested terms:** N/A

**Funds from the disposal of this property are recommended for the following use:**

Pursuant to Section 34.4, S.B. 99, 2017 Reg. Sess. (NC 2017), compensation for any impact from the I-440 Expansion Project to lands allocated to North Carolina State University shall be deposited in the university's account and shall be used to remedy the impact from the I-440 Expansion Project.

**Action recommending this transaction was taken by the Board of Trustees at its meeting held on \_\_\_\_\_, 2020.**

**Signature** \_\_\_\_\_  
**Chancellor**

**DISPOSITION  
OF REAL PROPERTY**

**ASSENT TO REALLOCATION**

**GRANTOR** State of North Carolina on behalf of North Carolina State University

**GRANTEE** State of North Carolina

**LOCATION** North Carolina State University Club

**SIZE** +/- 3.099 acres of Permanent Right of Way  
+/- 1.177 acres of Permanent Easements  
+/- 1.049 acres of Temporary Easements

**RATE** \$3,150,000.00

\$1,057,000.00 paid directly to the University Club as compensation for damages to the improvements.

\$2,093,000.00 paid to NCSU as compensation for real property losses. NCSU has agreed to direct these funds to the University Club to off-set a portion of the costs of replacement facilities on the property.

**TERM** Permanent

**USE** The subject property is being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).

TRANSMITTAL OF REQUEST FOR ACQUISITION/DISPOSITION OF REAL PROPERTY

Form

Number: PO-2

Preparation

Date: 11/12/2020

**Request:** Assent to reallocation of property located at the University Club being acquired by the Department of Transportation as part of the I-440 Expansion Project (STIP Project No. U-2719).

Institution NORTH CAROLINA STATE UNIVERSITY

.....

RECOMMENDED BY CHANCELLOR, NCSU

\_\_\_\_\_  
(Chancellor's Signature)

.....

RECOMMENDED BY COMMITTEE ON  
BUILDINGS AND PROPERTY

\_\_\_\_\_  
(Chairman's Signature)

.....

RECOMMENDED BY BOARD OF TRUSTEES,  
NCSU

\_\_\_\_\_  
(Chairman's Signature)

.....

RECOMMENDED BY BOARD OF GOVERNORS

\_\_\_\_\_  
(Secretary's Signature)

.....

PO2 for University Club Property  
Vicinity Map

5.2.A.2

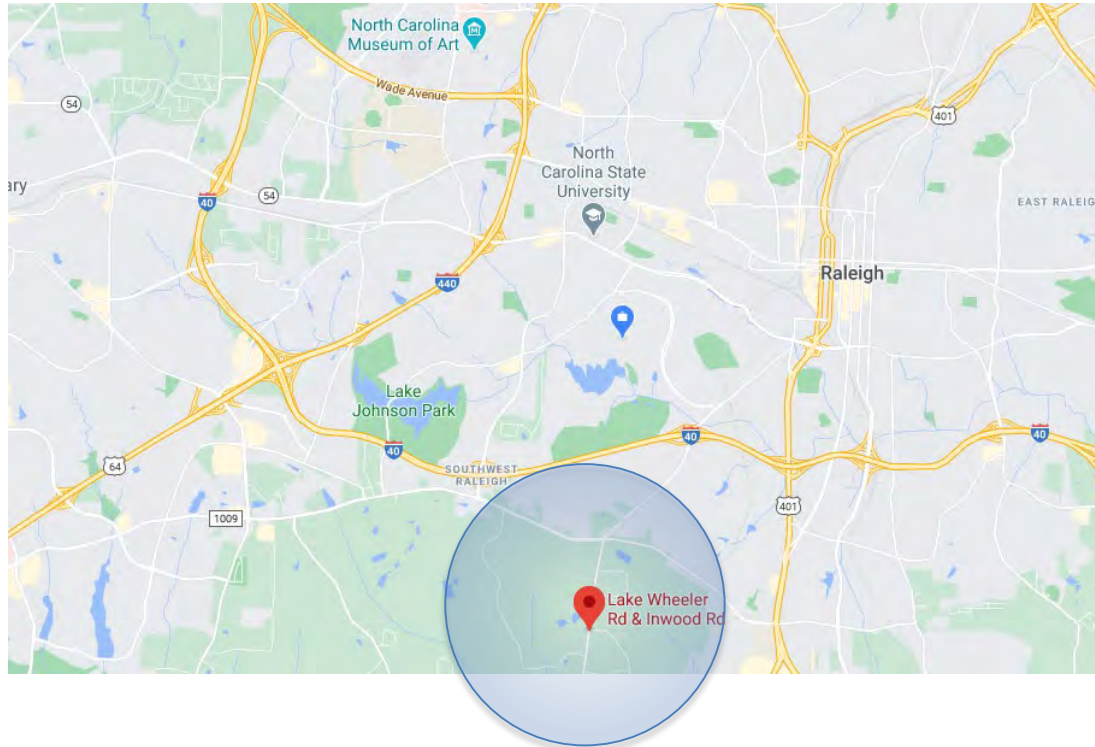




## PO2 for University Club Property



# Lake Wheeler Field Lab





## USDA ARS Facility at Lake Wheeler Field Lab

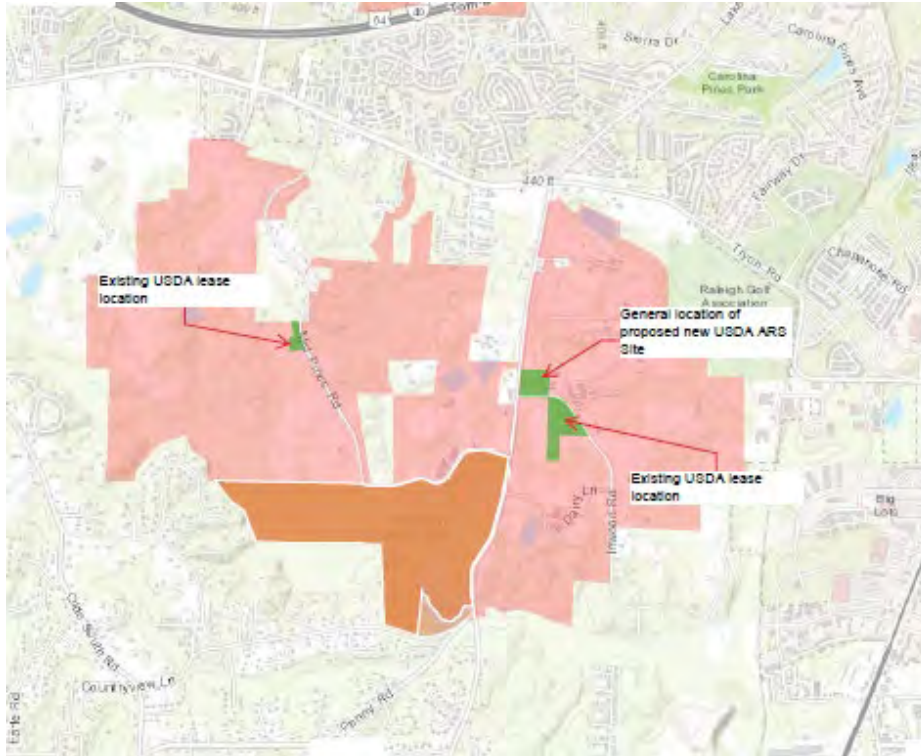
Ground lease of land at Lake Wheeler Field Lab to the United States Department of Agriculture, Agriculture Research Service (USDA ARS).

### Key Terms include:

- Land Area: Not to exceed 15 acres
- Term: 20 years; with USDA ARS option to extend for an additional 20 years.
- Facility: USDA ARS construction of a new facility on the property at their own expense. Facility will house both USDA ARS and NC State research personnel.
- Rent: Nominal (\$1.00) due to nature of the relationship and joint building use.
- Additional Terms: Include requirement for NC State design review of facility, end-of-lease-term facility disposition options, and similar administrative items.



# USDA ARS Facility at Lake Wheeler Field Lab



**STATE OF NORTH CAROLINA  
DEPARTMENT OF ADMINISTRATION  
DISPOSITION OF REAL PROPERTY**

**Institution or Agency:** North Carolina State University

**Date:** November 12, 2020

**The Department of Administration is requested, as provided by GS 146-28 to dispose of the real property herein described by ~~(sale)~~, ~~(lease)~~, ~~(rental)~~, or ~~(land exchange)~~:**

**This disposition is recommended for the following reasons:**

The subject property is being ground leased to the United States Department of Agriculture, Agriculture Research Service (USDA ARS). The USDA ARS program is an important long-term government partner for the University. The building constructed by the USDA on the land will strengthen NC State's partnership with a federal program that has a close and unique relationship with the faculty in our departments. It is anticipated that several NC State faculty from different departments (Biochemistry, Plant and Microbial Biology, and Crop and Soil Science) will also be housed in this building, which will encourage even greater collaboration in interdisciplinary plant research.

**Description of Property:** *(Attach additional pages if needed.)*

Not more than 15 acres, as determined by survey, on land known as Lake Wheeler Field Lab Located at the corner of Lake Wheeler Road and Inwood Road.

**Estimated value:** N/A

**Where deed is filed, if known:** Wake County Register of Deeds

**If deed is in the name of agency other than applicant, state the name:** N/A

**Rental income, if applicable, and suggested terms:** Lease will be for nominal value

**Funds from the disposal of this property are recommended for the following use:**

**Action recommending this transaction was taken by the Board of Trustees at its meeting held on \_\_\_\_\_, 2020.**

**Signature** \_\_\_\_\_  
**Chancellor**

**DISPOSITION  
OF REAL PROPERTY**

**GROUND LEASE**

**GRANTOR** State of North Carolina on behalf of North Carolina State University

**GRANTEE** USDA Agricultural Research Service

**LOCATION** Intersection of Lake Wheeler Road and Inwood Road (Lake Wheeler Field Lab)

**SIZE** Not to exceed 15 acres

**RATE** \$1.00

**TERM** 20 years, with Grantee option to extend for an additional 20 years

**USE** Construction and operation of a new Agricultural Research Services building which would house USDA and NCSU personnel.

## TRANSMITTAL OF REQUEST FOR ACQUISITION/DISPOSITION OF REAL PROPERTY

Form

Number: PO-2

Preparation

Date: 11/12/2020

**Request:** Assent to ground lease of up to 15 acres of property at Lake Wheeler Field Lab located at the intersection of Lake Wheeler Road and Inwood Road being acquired by the USDA Agricultural Research Service.

**Institution** NORTH CAROLINA STATE UNIVERSITY

.....

RECOMMENDED BY CHANCELLOR, NCSU

\_\_\_\_\_  
(Chancellor's Signature)

.....

RECOMMENDED BY COMMITTEE ON  
BUILDINGS AND PROPERTY

\_\_\_\_\_  
(Chairman's Signature)

.....

RECOMMENDED BY BOARD OF TRUSTEES,  
NCSU

\_\_\_\_\_  
(Chairman's Signature)

.....

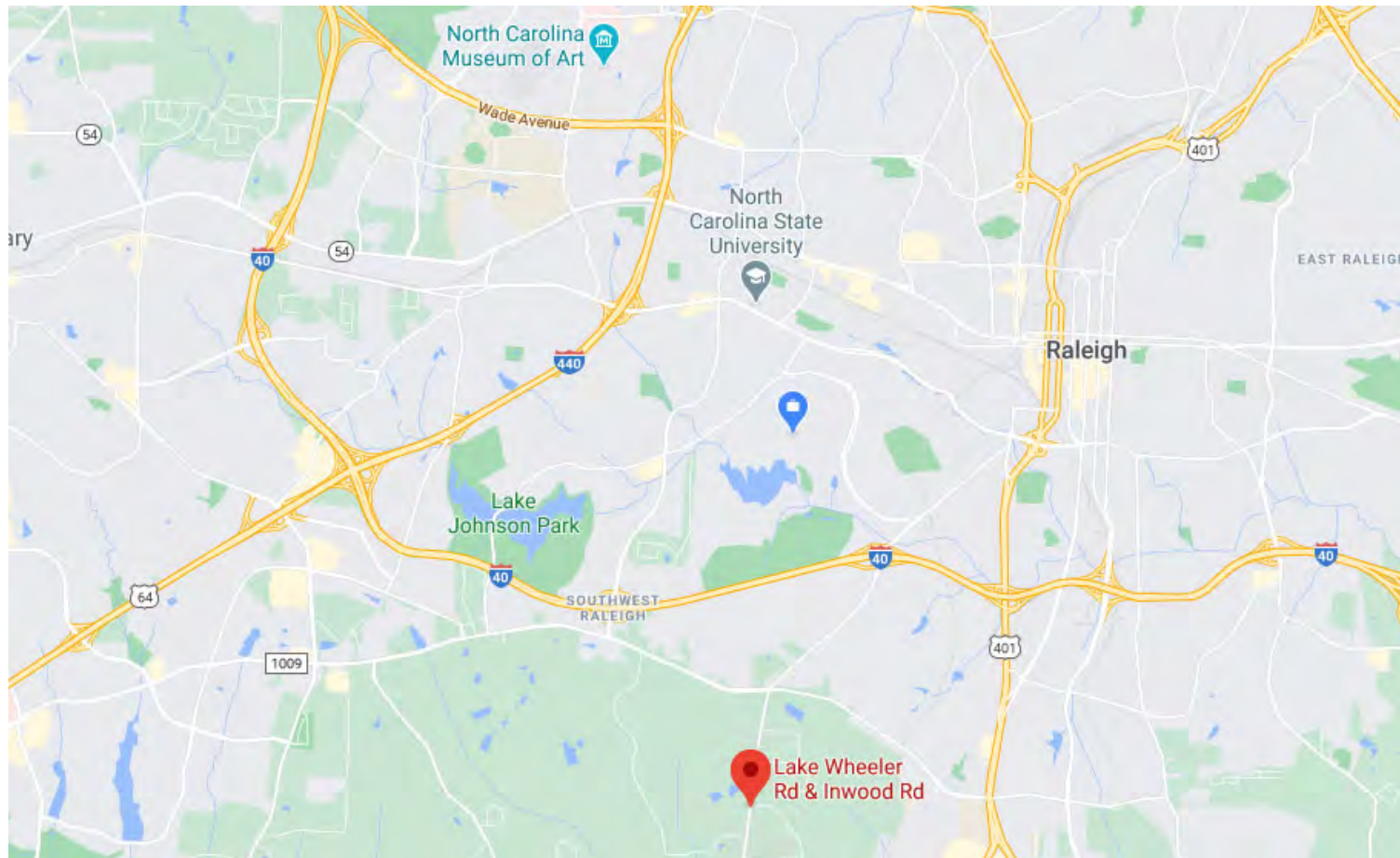
RECOMMENDED BY BOARD OF GOVERNORS

\_\_\_\_\_  
(Secretary's Signature)

.....

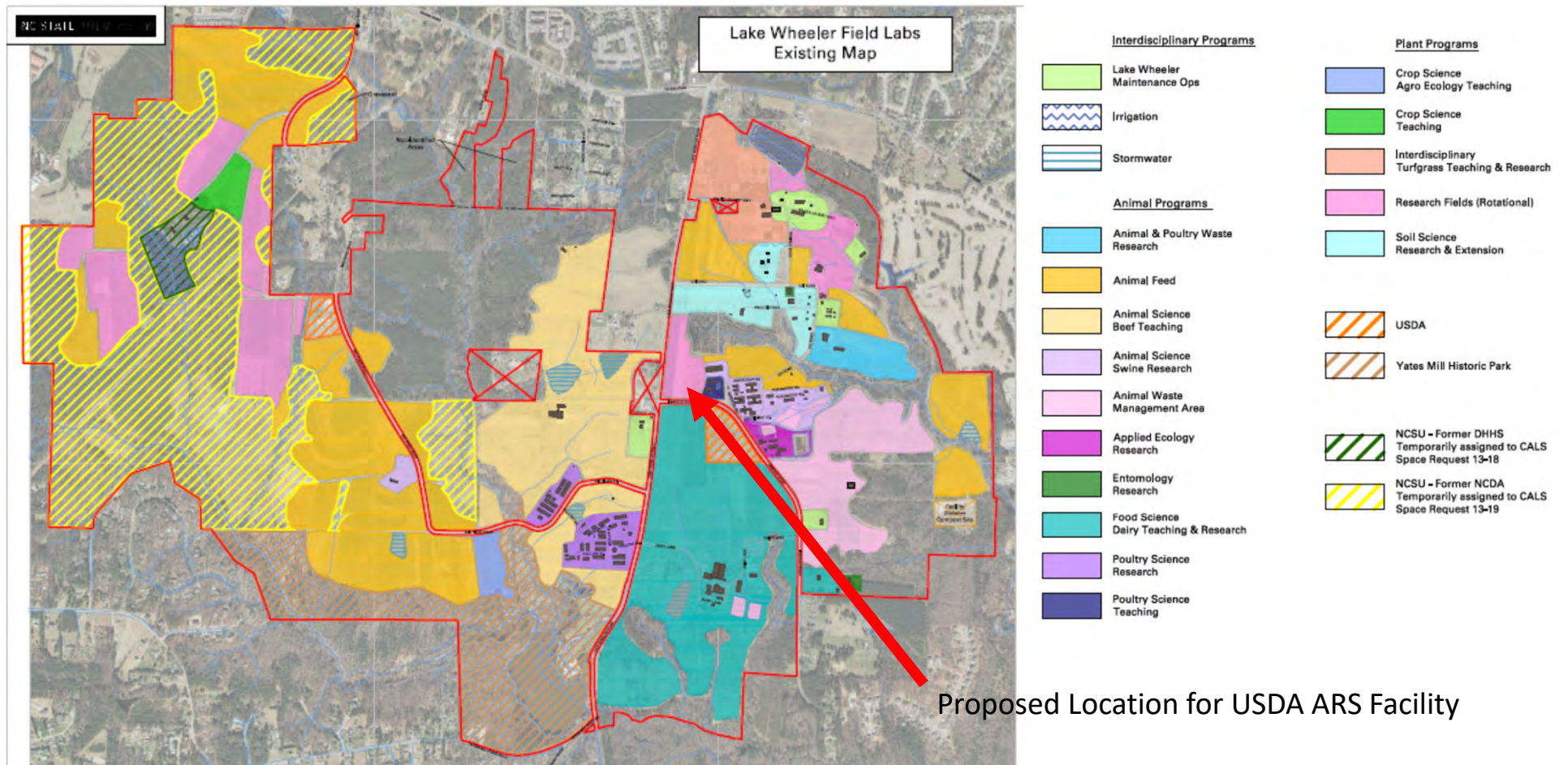
PO2 for USDA ARS Facility at Lake Wheeler Field Lab  
Vicinity Map

5.2.A.3





## Lake Wheeler Field Lab



## PO2 for USDA ARS Facility at Lake Wheeler Field Lab

5.2.A.3





October \_\_\_\_, 2020

David Marshall  
 USDA Agriculture Research Service (ARS)  
 3411 Gardner Hall – Campus Box 7613  
 Raleigh, NC 27695  
 Via Email: david.marshall@usda.gov

Re: Lease Proposal at Lake Wheeler Field Lab

Dear David,

On behalf of North Carolina State University, I am pleased to present the following for USDA to consider leasing the above referenced property based on the following terms and conditions:

Landlord:	The State of North Carolina by and for North Carolina State University
Tenant:	USDA Agriculture Research Service
Premises:	12-15 acres, final acreage to be determined by survey Intersection of Lake Wheeler Road and Inwood Road, Raleigh, NC Land area may not exceed 15 acres
Rent:	One Dollar (\$1), one-time payment
Term:	Twenty (20) years, with an option for an additional twenty (20) years
Termination Rights:	Tenant may terminate the lease at any time, following twelve (12) months written notice
Construction Plans:	Tenant will construct at its own cost and expense: <ol style="list-style-type: none"> <li>1. GSF Field Research Building, approximately 50,000 GSF</li> <li>2. Two (2) greenhouses, each approximately 7,000 GSF</li> <li>3. Access drive and parking facilities</li> </ol>

Construction planned on the site will require review and approval through Landlord's standard design approval process.

Maintenance:	Tenant shall, at its sole expense, maintain the interior and exterior of all improvements in good condition and repair
Disposal:	<p>All buildings/facilities constructed by Tenant under this Lease will remain the property of Tenant for the duration of the Lease. Following expiration of the Lease:</p> <ol style="list-style-type: none"> <li>1. Landlord shall have right of first refusal to acquire the improvements at Fair Market Value or</li> <li>2. Landlord and Tenant may mutually agree to the sale of the improvements by Tenant and lease of the premises by Landlord to a third party</li> <li>3. Tenant may dismantle and remove the improvements; Tenant shall return the premises to the same condition as before the Lease</li> </ol>
Rights of Entry:	Landlord will be granted appropriate access to the premises for the necessary movement of equipment and any road constructed to access other portions of the Lake Wheeler Field Lab that remain under the control and management of NC State.

If you have any questions, please feel free to contact me. The terms and conditions presented above will expire on December 1, 2020. Thank you for your interest in leasing space at Lake Wheeler Field Lab.

Best Regards,

Jessie Askew  
Assistant Director, Real Estate Services

DISCLAIMER: Nothing in this proposal shall be legally binding on either party. It is the intention of the parties that this proposal will form the basis for negotiation of a definitive lease agreement between the parties, which lease shall be on Landlord's standard form. The lease shall include terms in addition to those set forth in this proposal, and neither party shall be bound by any terms except as set forth in a final lease agreement that is fully-executed and delivered by the parties. Until such time as a lease is fully executed and delivered by the parties, Tenant shall have no rights relating to the Premises described in this proposal. Tenant acknowledges that Landlord may, without providing any notice to Tenant, negotiate terms relating to the Premises with other current or prospective tenants and/or withdraw from negotiations with Tenant at any time, without regard to any expiration date included in this proposal.

**Page Hall Mechanical & Electrical Upgrades****Project # 202020003**Total Project Scope – \$5,750,000 (F&A & Carry Forward)

- 05/26/20     Advertised in NC Purchase Directory
- 06/19/20     Closing date for submittals  
(29 proposals received)
- 07/09/20     Appointment of Selection Committee  
By Doug Morton, Secretary – Buildings and Property Committee
- 07/09/20-     Selection Committee review:  
08/07/20     Ron Prestage, Trustee, Buildings & Property Committee  
Lisa Johnson, University Architect  
Laura Zaytoun, Project Manager  
Cameron Smith, Senior Director, Capital Project Management  
Weston Hockaday, Director, Central Engineering  
David Hawley, Manager, Global Programming, Office of Global Engagement  
Justin Daves, Director of IT, CHASS
- Others who assisted in review and short listing process  
                 Allen Boyette, Senior Director, Energy Systems  
                 Bill Davis, Associate Director, Formal Design, Capital Project Management
- 07/07/20     Short list recommendation by Selection Committee:  
                 310 Architecture + Interiors – Raleigh, NC  
                 Hanbury – Raleigh, NC  
                 Watson Tate Savory, Inc. – Charlotte, NC
- 07/09/20     Short list approved by Tom Cabaniss
- 07/23/20     Pre-interview briefing of Designers
- 08/07/20     Designers interviewed. Recommendation in priority order:  
                 Watson Tate Savory, Inc. – Charlotte, NC  
                 310 Architecture + Interiors – Raleigh, NC  
                 Hanbury – Raleigh, NC

### Approval of Designer Selections for Projects \$1M or Less

**Note:** The projects below are submitted to the Board of Trustees Buildings and Property Committee for formal approval of designer selections for projects for \$1M or less that are not on the OESAD list. This listing represents designers selected since September 10, 2020.

<b><u>Project:</u></b>	<b><u>Fee:</u></b>
<b>Replace Fume Hood Room 117- DS Weaver Labs</b> Designer: Sigma Engineered Solutions Source: Safety Trust Funds	\$6,100
<b>Coliseum Parking Deck Addition Repairs</b> Designer: Atlas Engineering Source: Transportation Trust Funds	\$20,480
<b>Structure Removal 2209 Hope Street</b> Designer: CLH Design, P.A Source: University Real Estate and Development Trust Funds	\$14,500
<b>Structure Removal 2207 Hope Street &amp; 11 Enterprise Street</b> Designer: CLH Design, P.A Source: Univ. Real Estate and Development Appropriated Funds	\$14,500
<b>Dearstyne HVAC Renovations</b> Designer: McKim & Creed Source: F&A	\$11,700

**Buildings and Property Committee  
Board of Trustees  
Acceptance of Completed Buildings and Projects**

### 5.2.D.1

Code/Item	Project#	Location	Title	Project Cost	University Acceptance
41824/325	201820102	Polk Hall	3rd Floor Lab Renovations	\$270,428	6/29/2020
41524/313	201520025	Fitts Woolard Hall (EB Oval)	Fitts Wollard Hall (EB Oval)	\$137,000,000	8/6/2020
N/A	201935095	Materials Support Warehouse 161	UPS Installation	\$106,799	5/15/2020
N/A	202024055	Morrill Drive	Pavement Repair	\$129,969	6/19/2020
N/A	202035006	Jordan Hall	5th Floor Office Renovations	\$227,394	9/4/2020
41924/313	201920035	Coliseum Deck	Repairs to Coliseum Deck	\$117,484	7/14/2020
N/A	201935126	Dan Allen Parking Deck	Parking Deck Repairs	\$112,229	8/11/2020
41724/323	201720149	DH Hill Library (Erdahl-Cloyd West Wing)	Elevator Renovation	\$187,000	9/3/2020
N/A	202024086	Oval Drive	Repair Sinkhole	\$120,062	8/18/2020
N/A	202024071	Mountain Hort Research & Extention Center	Greenhouses Heater Replacement	\$153,968	9/15/2020
41824/329	201935002	DH Hill Library	Brickyard Entrance Improvements	\$369,000	9/30/2020
N/A	201924044	Polk Hall	Telecom Cabling Upgrades	\$197,611	8/3/2020
N/A	201935127	Williams Hall	Lab Renovation	\$154,989	10/9/2020
			<b>TOTAL</b>	\$139,146,933	



Engineering Building Oval

9-21-20









Engineering Building Oval

9-21-20











5.2.D.1





























**Approval of Plans and Specifications of Formal Projects  
\$2M or Less**

**Note:** The project(s) below are submitted to the Board of Trustees Buildings and Property Committee for formal acceptance of plans and specifications. This listing represents projects received since the September 10, 2020 meeting.

<b><u>Project</u></b>	<b><u>Construction Estimate</u></b>
<b>Lee Hall</b> Project #201920036 Chiller Replacement Designer: Sud Associates PA Durham, NC Fund Source: F&A	<b>\$ 534,429</b>
<b>CALS Fish Barn-Mill River</b> Project #201924034 Produce, Grading and Sorting Facility Designer: Sud Associates PA Durham, NC Fund Source: Entomology and Plant Pathology Trust Funds	<b>\$ 118,550</b>

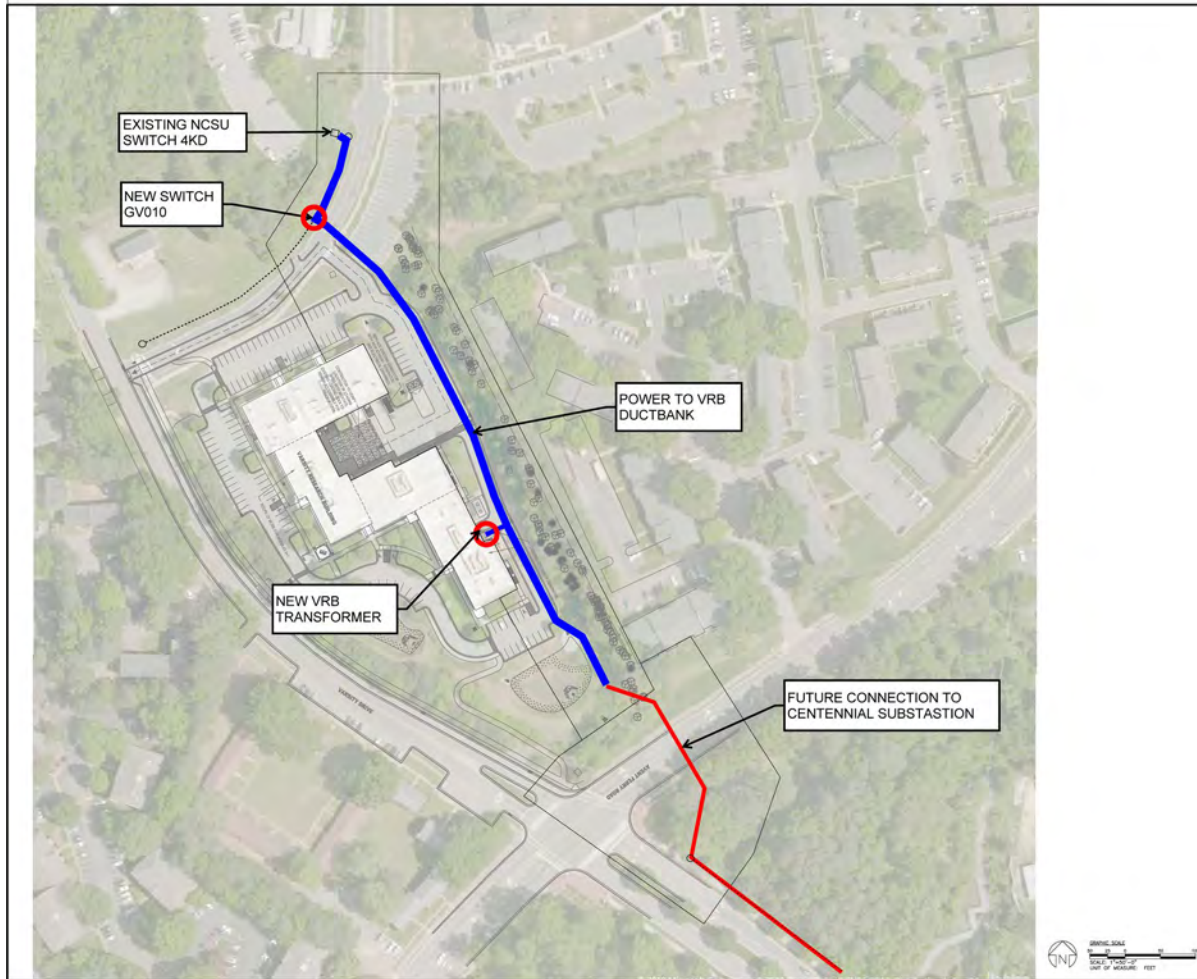


Capital Projects at a Glance  
as of September 30, 2020

**NORTH CAROLINA STATE UNIVERSITY**

Bid 2020
Bid 2021
Bid 2023
In Construction
Complete

Code/Item	Project Name		Bid	Expected Acceptance	Total Project Budget	Remarks
41924 312	Chiller Replacement Lee Hall	Design	9/1/20	4/30/21	\$600K	PreDesign Complete
41824 334	Library Renovations Jordan Hall	Design	10/7/20	6/18/21	\$1.5M	Bidding Underway
41524 338	Dabney Upgrade Ph 3 8th Floor HVAC	Design	11/12/20	2/25/21	\$1M	CD Review Underway
41924 304	Parking Lot Replacment 512 Brickhaven	Design	11/13/20	1/12/21	\$800K	CD Review Underway
41824 319	Greek Village Phase 4 Infrastructure, Townhomes, Apts	Design	11/17/20	6/21/23	\$47.5M	CD Site / DD Buildings Underway
41924 302	Restroom Renovations at McKimmon Center	Design	12/9/20	5/13/21	\$1.1M	CD Production Underway
41924 310	Water Line Modifications at Ligon Street Bridge	Design	12/15/20	6/28/21	\$550K	CD Review Underway
41724 316	Steam Phase VIII C	Design	2/25/21	10/8/21	\$1.7M	CD Production Underway
41824 317	Structural Repairs Mann Hall	Design	3/5/21	10/23/21	\$2M	Hold for direction on CD scope
41824 333	Lab & Building Systems Modifications VRB	Design	3/16/21	10/25/21	\$1.5M	User Research Underway
41824 318	Dairy Facility at CVM	Design	3/20/21	2/19/22	\$4.8M	Beginning CD Phase
41924 305	Ricks Hall 2nd Floor Renovation	Design	4/19/21	7/28/22	\$5.5M	SD/DD Phase Ongoing
41924 316	Renovations to Don Ellis Building	Design	5/13/21	9/21/21	\$1M	On hold awaiting funding
41924 317	Varsity Parking Lot Expansion	Design	6/24/21	6/1/22	\$5.5M	On Hold
41824 327	Thermal Utilities to P2 and Toxicology Buildings	Design	7/15/21	4/22/22	\$7M	Hold for Funding Direction
41924 301	Renovations to Data Center II	Design	10/30/21	8/7/22	\$6.5M	Funding Confirmation Underway
41924 326	Page Hall Mechanical & Electrical Upgrade	Design	11/15/21	10/2/22	\$5.7M	Preparing for Kickoff
41924 303	Electrical Distribution Upgrade	Design	12/8/21	1/17/25	\$58.8M	Predesign Underway
42024 301	STEM Building - Integrative Sciences Building	Design	6/14/23	7/15/26	\$160M	Designer Selection Underway
41824 316	Power to VRB	Construction		10/4/20	\$1.5M	79% Construction Complete
41624 302	Carmichael Renovation & Expansion	Construction		10/6/20	\$45M	94% Construction Complete
41624 329	Cates Ave Water, Steam & Condensate Replacement	Construction		10/14/20	\$966K	98% Construction Complete
41524 314	Centennial Campus Utility Infrastructure (TES)	Construction		10/30/20	\$9.6M	99% Construction Complete
41624 310	Exterior Lighting LED Conversion	Construction		10/30/20	\$2.2M	98% Construction Complete
41624 312	Bureau of Mines Renovation	Construction		11/11/20	\$6M	70% Construction Complete
41824 311	Elevator Additions- Tucker & Owen Residence Halls	Construction		11/13/20	\$2.4M	70% Construction Complete
41724 313	Restoration of Memorial Belltower	Construction		12/18/20	\$6.5M	84% Construction Complete
41224 352	Centennial Campus Substation Expansion-Phase 1 & 2	Construction		12/18/20	\$7.3M	94% Construction Complete
41524 313	Fitts-Woolard Hall (Engineering Building Oval)	Construction		12/18/20	\$137M	98% Construction Complete
41824 330	Central Campus Electrical Upgrade Phase 2 - Distribution	Construction		3/21/21	\$6.2M	41% Construction Complete
41824 331	Fire Alarm Replacement Brooks & Bostian	Construction		4/8/21	\$640K	0% Construction Complete
41524 314	Plant Sciences Building	Construction		2/4/22	\$150.6M	52% Construction Complete







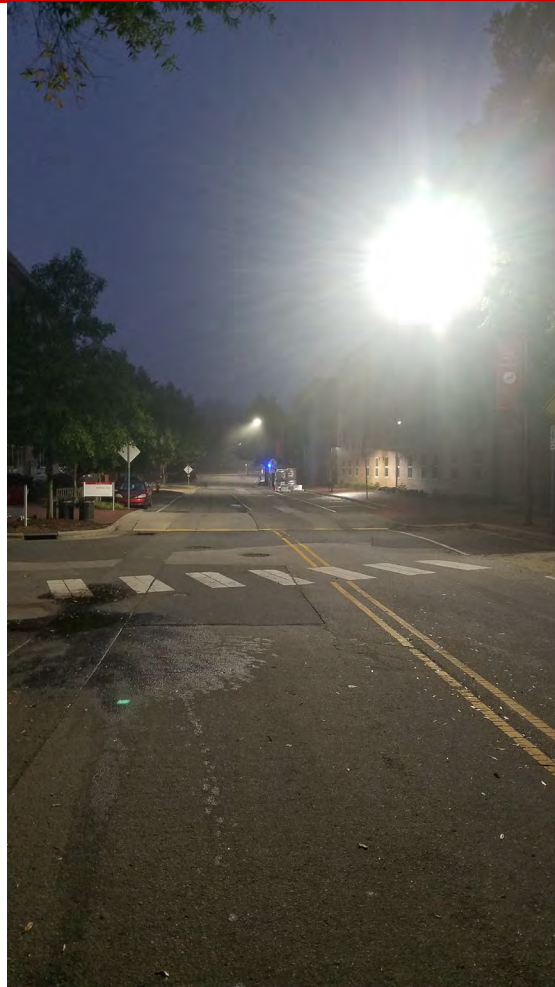


























STATUS OF PROJECTS

5.3.B

SUBMITTAL NUMBER	PROJECT NAME	SCOPE	DESIGNER		TRUSTEE'S BPC SITE SELECTION		CAMPUS DESIGN REVIEW PANEL		TRUSTEE'S BPC REVIEW PLAN		CONSTRUCTION	DURATION
			FIRM NAME	DATE SELECTED	REVIEW	APPROVAL	REVIEW	RECOMMENDATION	REVIEW	APPROVAL	ESTIMATED START	ESTIMATED COMPLETION
169	EB III Airplane Display		Facilities Division and University Communications (In-House)		Info Item only		8/26/20		Info item only			
	Upcoming Projects											
	Ricks Hall 2nd Floor Renovations	\$5,000,000	HH Architecture	Mar 2020			N/A	N/A				July, 2022
	Page Hall Mechanical & Electrical Upgrade	\$5,700,000	Watson Tate Savory	August-20			NA	NA				
	Mann Hall Sturctural Repairs (window replacement)	\$5,500,000	SKA Engineers	April-19								
	Integrative Sciences Building	\$160,000,000	TBD									
	Approved Projects											
168	Greek Village Phase IV - Infrastructure, Townhouses and Apartments	\$47, 500,000	Jenkins Peer Architects	9/23/19	9/10/20	9/10/20	5/27/2020 7/29/2020	7/29/20	9/10/20	9/10/20	December, 2020	June, 2023
166	CVM Teaching Animal Unit Dairy Facility	\$4,800,000	HH Architecture	8/12/19	4/23/20	4/23/20	2/26/20	2/26/20	4/23/20	4/23/20	February, 2021	November, 2021
167	Library Renovations- Jordan Hall	\$1,500,000	Watson Tate Savory	8/15/19	4/23/20	4/23/20	NA	NA	4/23/20	4/23/20	October, 2020	July, 2021
162	Elevator Additions - Tucker & Owen Residence Halls	\$1,400,000	Caidus Design	4/10/2019	11/21/2019	11/21/2019	9/25/2019	9/25/2019	11/21/2019	11/21/2019	April, 2020	September, 2020
163	Fitts-Woolard Hall (EB Oval) Partners Way Entry Plaza	Included in the Project Budget	Clark Nexsen (w/ Surface 678)		11/21/2019	11/21/2019	9/25/2019	9/25/2019	11/21/2019	11/21/2019	March, 2018	September, 2020
164	Varsity Drive Parking Lot Site Selection	\$5,500,000	Draper Aiden Associates	March 2020	11/21/2019	11/21/2019	9/25/2019 10/21/2019	10/21/2019	11/21/2019	11/21/2019		On Hold
148	Carmichael Gym Addition & Renovation	\$45,000,000	CRA Associates, Inc.	11/05/16	9/21/17	9/21/17	10/25/17 7/26/2017	10/25/17	11/16/17	11/16/17	November, 2018	August, 2020
151	Plant Sciences Building	\$160,200,000	Flad Architects	09/15/16	2/15/18	2/15/18	3/23/18 1/31/2018	3/23/18	04/19/18 2/15/2018	4/19/18	July, 2019	February, 2022
152	Kappa Alpha Theta House	\$5,500,000	Cline Design	June, 2017	4/19/18	4/19/18	3/28/18	3/23/18	4/19/18	4/19/18	Spring, 2019	Summer 2020
153	Sigma Kappa House	\$5,500,000	CJMW Architecture	Fall 2017	9/20/18	9/20/18	5/30/18	5/30/18	9/20/18	9/20/18	Feb, 2019	Fall 2020
154	Zeta Tau Alpha House	\$6,100,000	Hug & Associates Architects	Fall 2017	9/20/18	9/20/18	5/30/18	5/30/18	9/20/18	9/20/18	June, 2019	Fall 2020
155	Alpha Delta Pi House	\$5,500,000	Cline Design	Spring 2018	11/15/18	11/15/18	9/26/18	9/26/18	11/15/18	11/15/18	Spring, 2020	May, 2021
160	Belltower Restoration	\$6,000,000	New Atlantic Contracting w/ Walter Robbs Architecture	5/24/18	4/18/19	4/18/19	3/27/19 2/27/2019	3/27/19	4/18/19	4/18/19	November, 2019	December, 2020
159	Bureau of Mines Renovation	\$6,000,000	Clearscapes Architecture + Art	02/13/17	NA		NA	NA	2/21/19	2/21/19	July, 2019	October, 2020





# **Historically Underutilized Business (HUB) Program**

## **Board of Trustees**

November 12, 2020

> **HUB Definition: *State Statute* 143-128.4**

*Only businesses certified in accordance with this section shall be considered by State departments, agencies, and institutions, and political subdivisions of the State as historically underutilized businesses for minority business participation purposes under Chapter 143.*

> **HUB Program Origins**

Created by Executive Order 150 April 20, 1999 and provided operational funding during the 2001 Legislative Session, to:

- > Increase the amount of goods and services acquired by state agencies from businesses owned and controlled by HUB firms;
- > Work towards eliminating barriers that reduce the participation of HUB firms in the marketplace, and in state government procurement and contracting;
- > Encourage purchasing officers and capital project coordinators within the state agencies, departments, universities and community colleges to identify and utilize HUB vendors, contractors and service providers;
- > Educate HUB firms on “How To Do Business” with the State of North Carolina; and
- > Provide resources for HUB firms.



- > **Minority Business Participation Goals: State Statute [143-128.2](#)**  
*The State shall have a verifiable ten percent (10%) goal for participation by minority businesses in the total value of work for each State building project...*
- > **HUB Program Mission**  
Encourage and maximize HUB participation with...
  - > Outreach to the HUB community
  - > Education of the state process
  - > Opportunities for participation at NC State
  - > Networking with minority and small business organizations
- > **Design & Construction**
  - > Designer qualification-based selection considers use of minority-owned firms
  - > General contractor and subcontractor pre-qualification considers HUB plans
  - > Construction Manager at Risk Mentor-Protégé Program
  - > Good Faith Efforts
  - > Affidavits
  - > Smaller bid packages
- > **Average Construction HUB Participation = 34%**

FY 2019	Total(\$)	HUB(\$)	HUB(%)
Cabinet Agencies	\$1,439,085,432	\$74,202,999	5.16%
Council of State	\$147,096,728	\$6,166,388	4.19%
Supporting Agencies	\$147,919,229	\$8,374,455	5.66%
Community Colleges	\$585,876,464	\$43,865,517	7.49%
Public Schools	\$2,334,164,634	\$155,442,222	6.66%
State Universities	\$2,392,206,180	\$79,169,240	3.31%
<b>Total</b>	<b>\$7,046,348,667</b>	<b>\$367,220,821</b>	<b>5.21%</b>

UNC System, 2020 2Q

**3.94%**

NC State, FY 2020

**4.02%**

## Supplier Center

HISTORICALLY  
UNDERUTILIZED  
BUSINESSES PROGRAM

SUPPLIER INSURANCE  
REQUIREMENTS AND  
COVERAGE

TERMS AND CONDITIONS  
FOR QUOTATIONS, BIDS &  
PROPOSALS

POSTING OF NC STATE BIDS

SUBMIT A PO INVOICE TO AP

PREFERRED PAYMENT TYPES

### GUIDES & PROCEDURES

Supplier Guidelines  
Solicitations by Suppliers  
Product & Service Demos  
Responding to RFQs/Proposals

### HELPFUL LINKS

Interactive Purchasing System  
(IPS)  
**Historically Underutilized  
Businesses (HUB)**  
Supplier Registration

### Historically Underutilized Businesses (HUB) Program

In support of supplier diversity, NC State is actively cultivating business relationships with historically underutilized businesses (HUB). This program is intended to stimulate the economic development of minority, women-owned, and physically disabled businesses. University departments are encouraged to seek out suppliers who have obtained HUB certification status with the [NC Department of Administration \(DOA\) HUB Office](#). The HUB business directory is maintained by the [Division of Purchase and Contract](#). Learn more about the [benefits](#) of participating in the HUB program.

CERTIFY AS A HUB VENDOR

## Before You Buy

Before you buy, be sure to consider the following questions...

[Is the Purchase Appropriate?](#)

+ Show More

[Is the Item Available on the MarketPlace?](#)

+ Show More

[Is there a HUB supplier that can fulfill your need?](#)

- Show Less

### What is a HUB supplier?

HUB is a supplier classification that denotes Historically Underutilized Businesses. The State of North Carolina HUB office qualifies the suppliers based on the criteria listed in [Statute 143-128.4](#).

### How do I search for a HUB supplier?

To locate alternate sources of supply, use the DOA-HUB supplier search tool found on the [State of North Carolina Department of Administration Website](#). Simply search by commodity type by selecting a category from the list provided.

# Questions?





# Aircraft Site

Engineering Building III

Legend

EBIII

EBII

Google Earth

© 2020 Google

200 ft

5.3.D







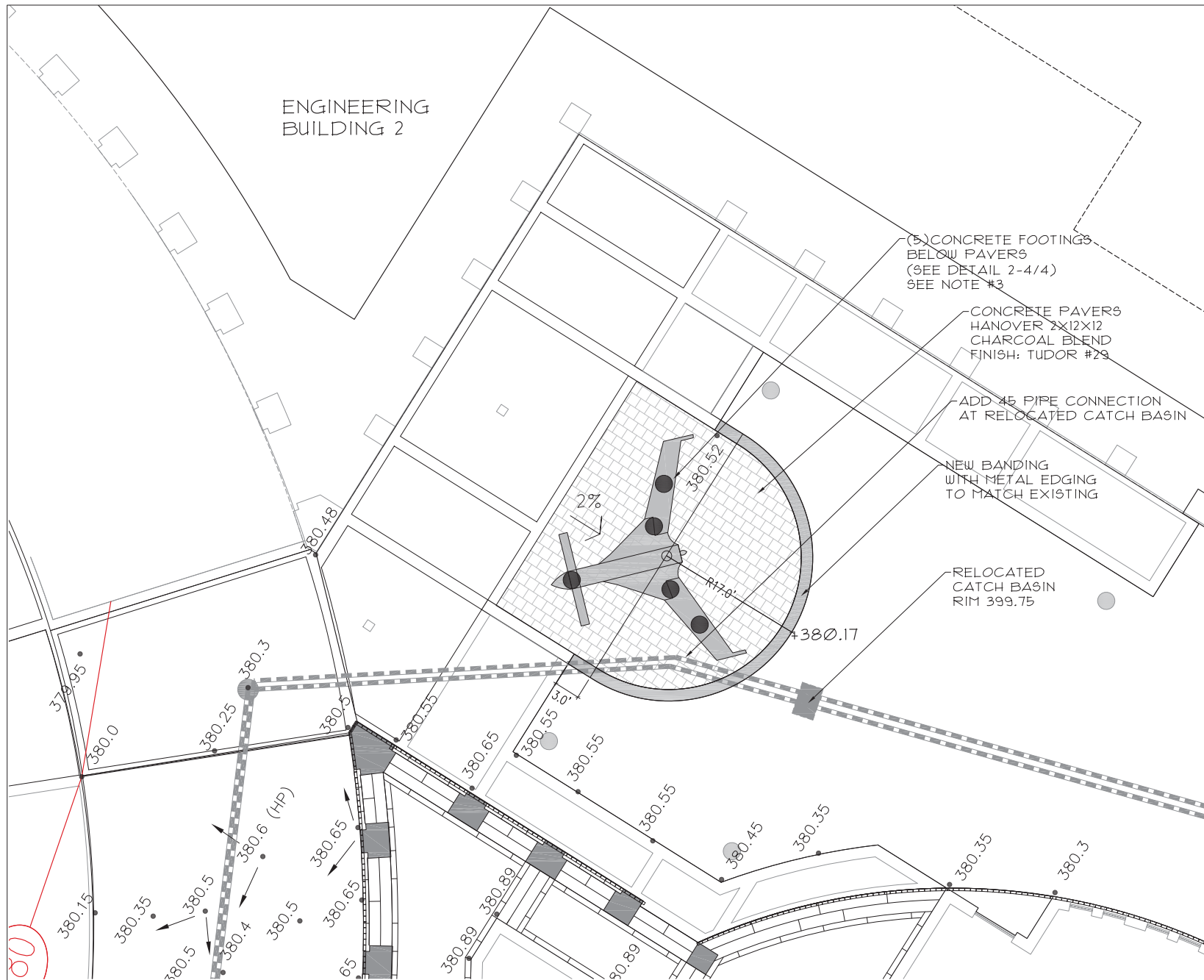












### 5.3.D

- NOTES:
1. NEW CONCRETE PITCH TO DRAIN, ADA COMPLIANT, AND MEET EXISTING SIDEWALKS FLUSH.
  2. CONTRACTOR SHALL LOCATE ALL BASE LINES, LAYOUT DIMENSIONS, AND PERFORM LAYOUT STAKING FOR DESIGNER APPROVAL PRIOR TO INSTALLING IMPROVEMENTS. WHERE DISCREPANCIES ARE FOUND, CONTRACTOR SHALL INFORM DESIGNER PRIOR TO PROCEEDING WITH WORK.
  3. EXACT LOCATION OF CONCRETE FOOTINGS TBD IN THE FIELD WITH THE AIRCRAFT ON SITE.

SCALE: 1"=5'-0"



CAPITAL PROJECT MANAGEMENT • BOX 7518 • RALEIGH, NORTH CAROLINA 27695 - 7519			
DATE: 7/27/20	DESIGNER: LS	DRAWN: _____	CHECKED: _____
INSTALL AIRCRAFT NORTH EB3			
SITE PLAN			
SHEET No. 3 of 5 Total Sheets: 5			
Designer Proj. No. NCSU Proj. No. 202035031			
FAC. NAME EB3			
FAC. NO. 782C			





AirCraFtSite\_6-5-20.dwg

FAC. NAME  
EB3  
FAC. NO. 782C













# Centennial Campus Zoning



## Overview

- NC State University is developing a rezoning application for the majority of its Centennial Campus.
- Scope includes **both State-owned land allocated to NC State and Endowment-owned land** on Centennial Campus, west of Centennial Parkway (*and not including the area east, referred to as Spring Hill District*)



**KEY**  
NCSU State-Allocated  
Endowment Land

Note: Map depicts land ownership after execution of the previously approved land swap between the Endowment Fund and the State which is pending.





# Goals



- Continue the **trajectory of Centennial Campus** as a **vibrant educational and public-private partnership campus** benefitting the city of Raleigh, the Triangle and the state of North Carolina.
- Provide **zoning rights to accommodate long term needs** for both **university buildings** and **private development** on Centennial Campus, including paving the way for the planned Innovation District
- Align the zoning structure with **the university's 21<sup>st</sup> century vision** of Centennial Campus as a **mixed-use urban learn/live/work/play environment**
- Define campus “**districts**” that reflect the **character of the campus** land and outline **appropriate development parameters** while maintaining many of the key tenets of the 1988 campus zoning including provision of **open spaces, density ratios, building heights** based on campus location and establishment of **recreational areas**

# Zoning Framework & Path Forward

*Due to the iterative nature of the planning process associated with creation of the zoning application, the content of the planned zoning framework for Centennial Campus will be presented live at the Building & Property Committee meeting and materials will be available online following the meeting.*







**BOARD OF TRUSTEES  
NORTH CAROLINA STATE UNIVERSITY  
AGENDA**

**University Advancement and External Affairs Committee  
1:15 p.m. – 3:00 p.m., November 12, 2020  
Zoom Meeting**

**Chip Andrews, Chair  
Members: Ann Goodnight, Wendell Murphy, Ed Stack,  
Ron Prestage, Ed Weisiger, Jr.**

**CALL TO ORDER**

Chip Andrews, Chair of Committee

**ROLL CALL**

Chip Andrews, Chair of Committee

**READING OF PUBLIC MEETING NOTICE AND STATE GOVERNMENT ETHICS ACT**

Chip Andrews, Chair of Committee

- |           |  |                |
|-----------|--|----------------|
| <b>1.</b> | <b>APPROVAL OF MINUTES</b>   | <b>TAB 6.1</b> |
|           | Approval of September 10, 2020 Minutes   | 6.1A           |
| <b>2.</b> | <b>INFORMATIONAL REPORTS</b>   | <b>TAB 6.2</b> |
| A.        | University Advancement Update<br><i>Brian Sischo, Vice Chancellor, University Advancement</i>  | 6.2A           |
| B.        | Fundraising and Campaign Report<br><i>Jim Broschart, Associate Vice Chancellor, University Development</i>                                       | 6.2B           |
| C.        | University Communications Update<br>Brad Bohlander, Chief Communications Officer, and<br>Associate Vice Chancellor for University Communications | 6.2C           |
| <b>4.</b> | <b>COMMITTEE DISCUSSION</b>  | <b>TAB 6.3</b> |
| A.        | Naming Opportunity Proposals<br><i>Jim Broschart, Associate Vice Chancellor, University Development</i>  | 6.3A           |

- |           |  |                |
|-----------|--|----------------|
| <b>5.</b> | <b>CLOSED SESSION</b>  | <b>TAB 6.4</b> |
|           | A. Approval of September 10, 2020 Closed Session Minutes *                 | 6.4A           |
| ✓         | B. Request Approval for Naming Specific University Facilities and Programs | 6.4B           |
| ✓         | C. Watauga Medal Recommendation  | 6.4C           |
| <b>6.</b> | <b>RECONVENE OPEN SESSION</b>  |                |
| <b>7.</b> | <b>ADJOURN</b>   |                |

- \* Committee Approval  
✓ Full Board Approval



# **CONSENT AGENDA**

**Approval of September 10, 2020 Minutes**



## **OPEN SESSION MINUTES**

### **University Advancement and External Relations Committee**

Board of Trustees

North Carolina State University

September 10, 2020

---

The University Advancement and External Relations Committee of the Board of Trustees of North Carolina State University met September 10, 2020 on Zoom.

Members Present:           Chip Andrews, Committee Chair  
                                  Ann Goodnight  
                                  Ed Stack  
                                  Wendell Murphy  
                                  Ron Prestage  
                                  Ed Weisiger Jr.

Chair Andrews called the meeting to order at 1:17 pm. The roll was called and a quorum was present.

Chair Andrews reminded all attendees that this is a public meeting but not a meeting for public comment and read the State Government Ethics Act to remind all members of their duty to report conflicts of interest or appearances of conflict.

### **Approval of Minutes**

The minutes from the April 23, 2020 meeting were presented for approval, and with no changes, they were approved by consent.

### **Action Items**

#### **Review of Committee Responsibilities and Plan of Work**

The committee reviewed the established committee responsibilities and a plan of work for the new year.

#### **Revision to Policy 03.00.01 and 03.00.02**

Vice Chancellor Sischo presented the revisions to policy 03.00.01, Coordination of Fundraising Activities and Acceptance of Private Donations. A motion was made by Mr. Weisiger and seconded by Mr. Stack. The motion carried.

Vice Chancellor also presented the revisions to policy 03.00.02, Criteria & Procedures for Naming Facilities, Programs & Funds. A motion was made by Mr. Stack and seconded by Mr. Weisiger. The motion carried.

### **Informational Reports**

#### **University Advancement Update**

Vice Chancellor Sischo presented a University Advancement update, sharing an overview of the accomplishments from the previous fiscal year which included a record-breaking fundraising year and critical support to students and university operations in response to COVID-19. He

also provided an update on the impacts of the campaign to date, and a brief overview of Day of Giving, which will be held on Wednesday, September 16<sup>th</sup>.

#### **Fundraising and Campaign Report**

Associate Vice Chancellor Jim Broschart shared an overarching campaign and fundraising update informing the committee that the year to date total for new gifts and commitments is \$1.78 billion. He shared perspective on how COVID-19 has affected operations and noted that we continue to make significant progress towards a \$2B campaign goal.

#### **Alumni Association Update**

Associate Vice Chancellor Benny Suggs then shared an Alumni Relations update with the committee where he highlighted several of the successes over the past year which included the successful execution of six virtual career service events in response to COVID-19. He also shared that NC State Alumni magazine received the CASE Platinum Award for the Best Article of the Year (Can Sweet Potatoes Save the World?).

#### **Committee Discussion**

##### **Naming Opportunity Proposals**

The Committee reviewed and approved one naming opportunity proposal for the College of Natural Resources.

#### **Closed Session**

A motion was made by Mrs. Goodnight and seconded by Mr. Weisiger, at 2:31 pm to go into closed session to approve five donor naming proposals. The motion carried.

Mr. Stack moved to approve the items discussed in Closed Session related to the approval of the donor naming proposals, which included five donor naming proposals for the College of Agriculture and Life Sciences. Mr. Prestage seconded the motion. The motion passed.

#### **Reconvene in Open Session**

After coming out of closed session, Chair Andrews announced the meeting in open session at 2:37 pm.

#### **Adjournment**

With no further business, Chair Andrews announced the meeting adjourned at 2:39 pm.

Submitted by Maggie Musick, Secretary

Approved by

---

Chip Andrews, Chair



# **INFORMATIONAL REPORTS**

**University Advancement Update**

**Fundraising and Campaign Report**

**University Communications Update**

NC STATE

THINK AND DO  
THE  
**EXTRAORDINARY**



The Campaign for NC State



# University Advancement Update

Brian Sischo  
Vice Chancellor  
University Advancement

# RED & WHITE WEEK



**NC STATE**

**DAY OF GIVING**

**09.16.20**

**STRONGER AS A PACK**

**#GivingPack**

# Other UA Updates

The Taskforce for Inclusion, Diversity, and Equity (T.I.D.E)

Engagement Scoring Model

AVC Advancement Services – Search update



# Questions?





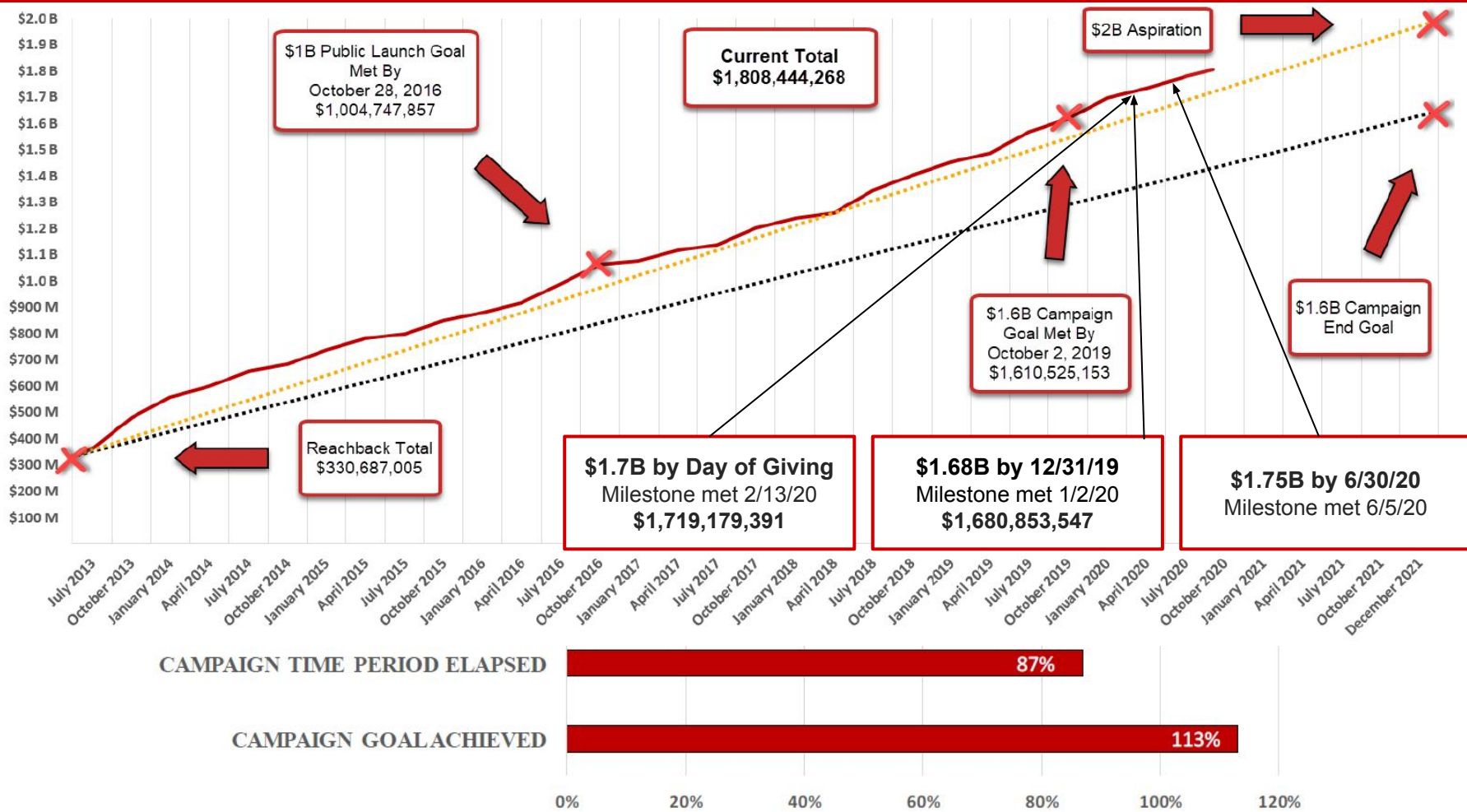


**NC STATE**

THINK AND DO  
THE EXTRAORDINARY

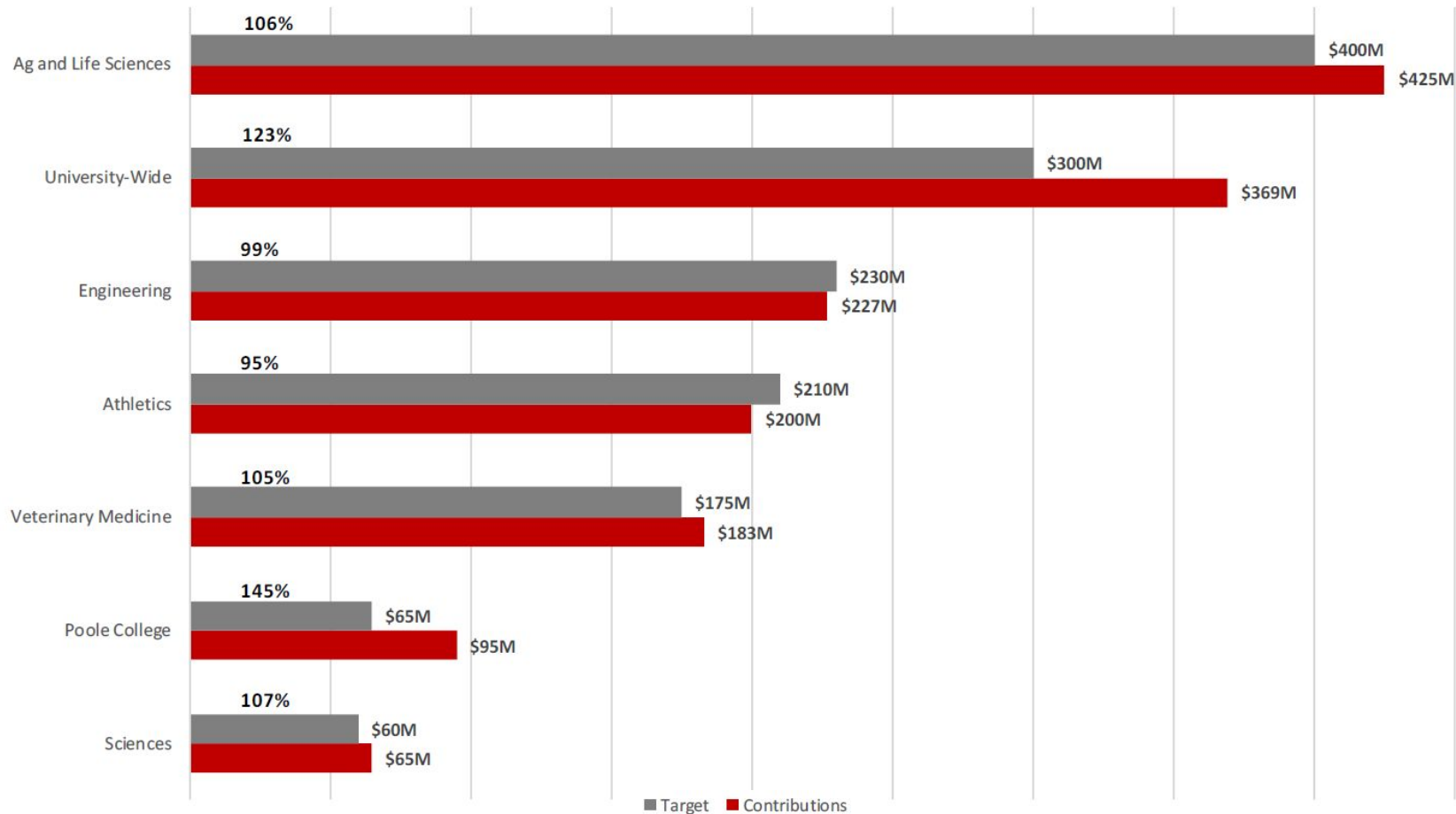
# **Think and Do The Extraordinary Campaign Update**

Jim Broschart  
Associate Vice Chancellor  
University Development





## TARGET \$50M - \$400M



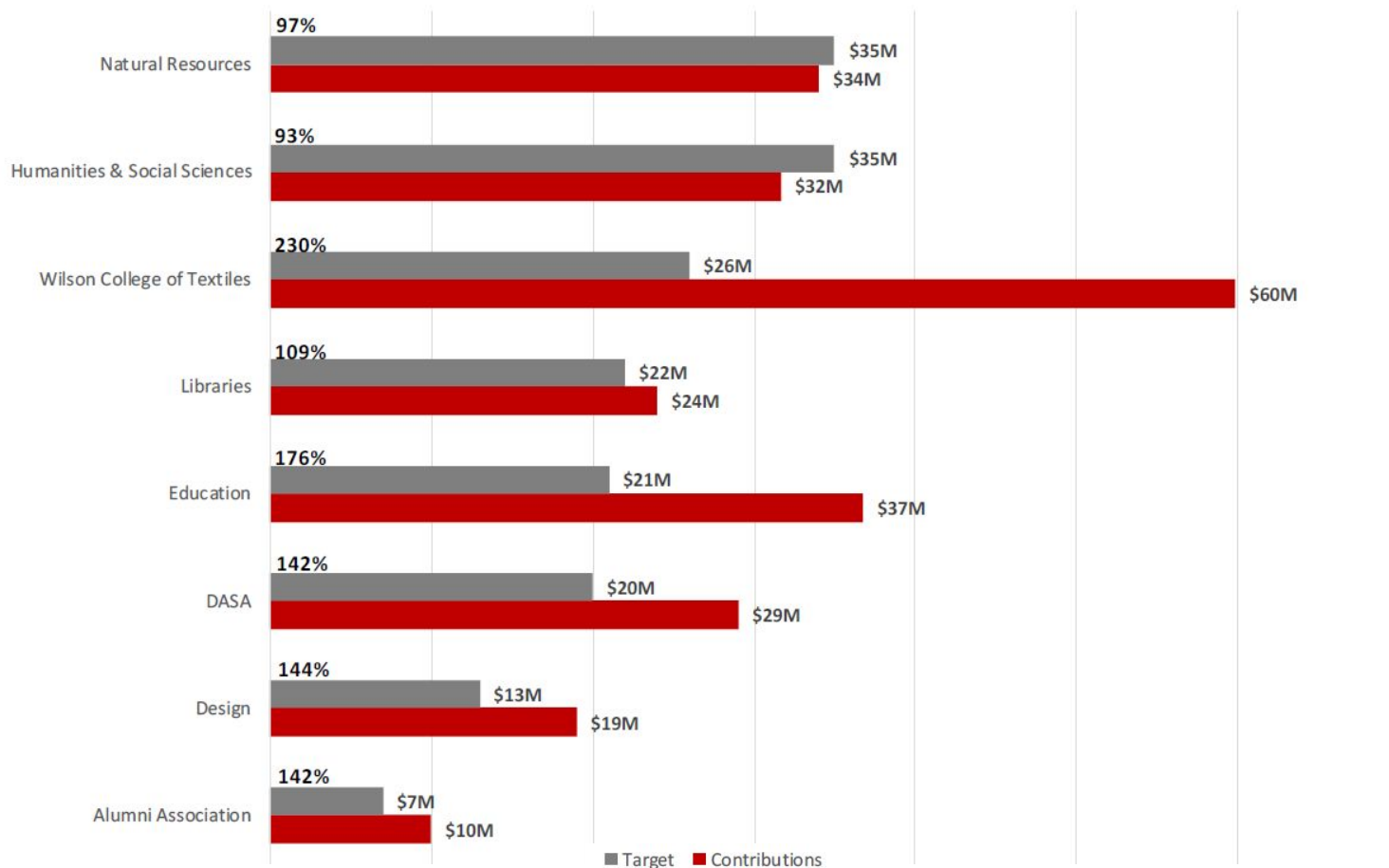




# NC STATE

THINK AND DO  
THE EXTRAORDINARY

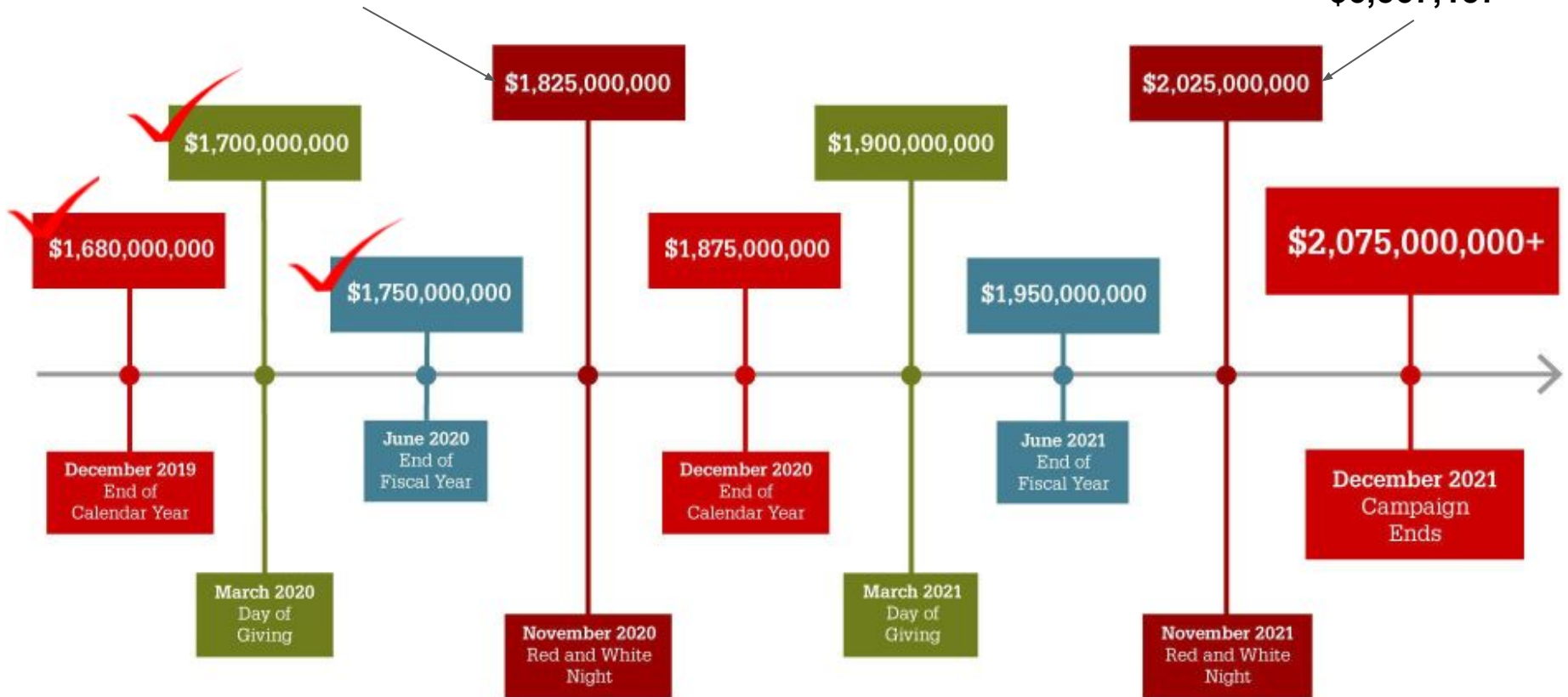
## TARGET \$5M - \$50M



## Campaign Milestones

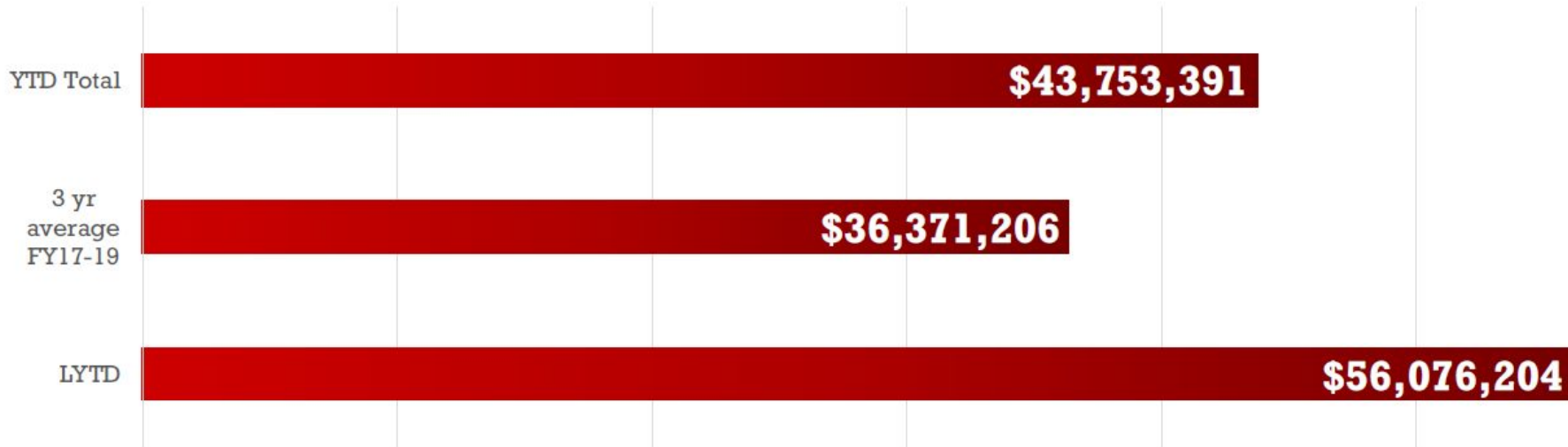
Ahead of pace by  
**\$389,100**

Ahead of pace by  
**\$6,567,157**





# YTD Gifts and New Commitments: September 30, 2020



**NC STATE**THINK AND DO  
THE EXTRAORDINARY

# Extraordinary Opportunity Scholarship Initiative

as of September 30, 2020



## Matching Pool

Total \$ Committed:	\$5,320,000
Total \$ Received:	\$200,000
Total \$ Matching Claims:	\$197,042



## Individual Funds

Total \$ Committed:	\$683,995
Total \$ Received:	\$394,084
Established Funds:	8

## Total Giving: \$6,262,989

Includes matching pool, individual funds and university-wide funds



**NC STATE**

**DAY OF GIVING**  
**09.16.20**

**STRONGER AS A PACK**

**#GivingPack**



## Overall Summary



**23,223,425 Dollars**

*(\$13,535,397 in 2019)*



**8,230 Gifts** *(10,810 in 2019)*



**6,955 Donors** *(9,397 in 2019)*

# Red vs. White Divisions

## Red Division

UNIT	<u>TOTAL</u> <u>DOLLARS ▼</u>	<u>% OF</u> <u>BONUS</u>	<u>BONUS</u>
1. <u>College of Veterinary Medicine</u>	\$2,672,516.00	29%	\$8,700.00
2. <u>College of Sciences</u>	\$2,271,323.03	24%	\$7,200.00
3. <u>College of Agriculture and Life Sciences</u>	\$1,856,976.53	20%	\$6,000.00
4. <u>College of Engineering</u>	\$1,243,337.95	13%	\$3,900.00
5. <u>NC State Athletics</u>	\$660,896.00	7%	\$2,100.00
6. <u>College of Humanities and Social Sciences</u>	\$566,749.37	6%	\$1,800.00

## White Division

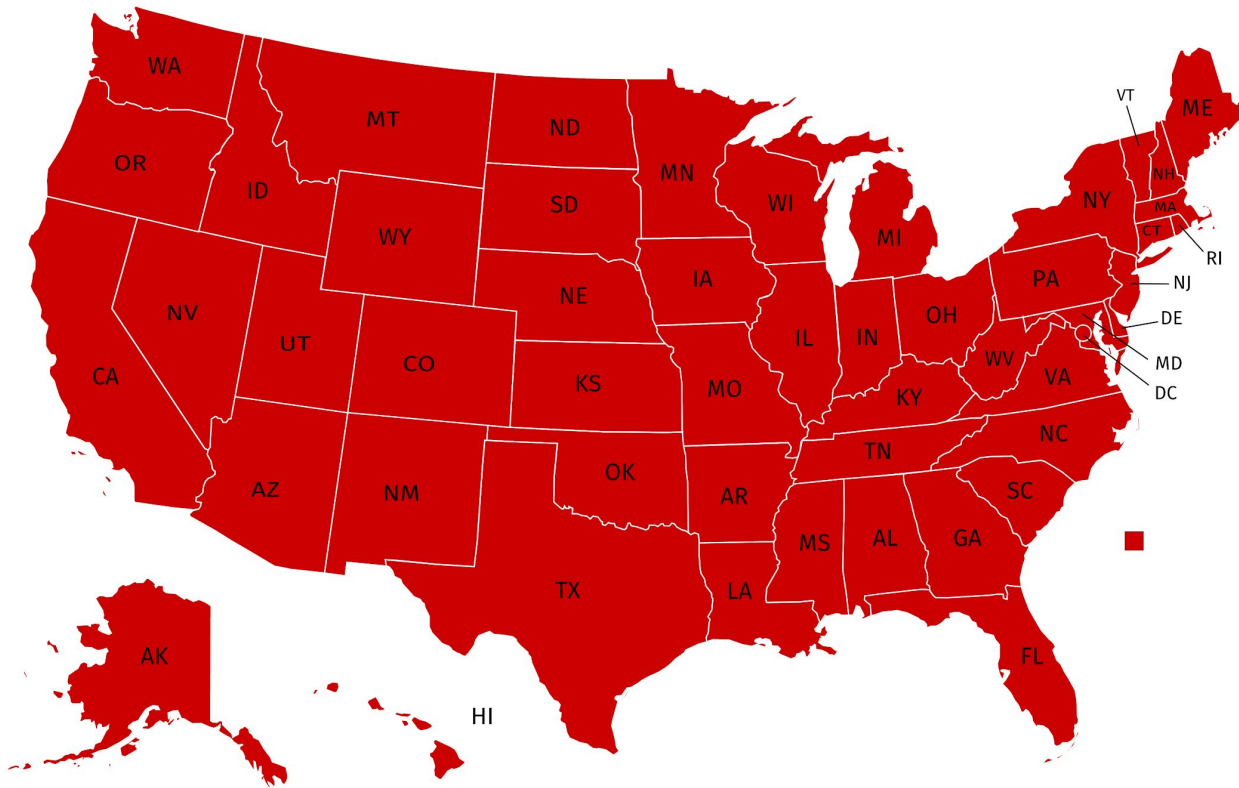
UNIT	<u>TOTAL</u> <u>DOLLARS ▼</u>	<u>% OF</u> <u>BONUS</u>	<u>BONUS</u>
1. <u>Wilson College of Textiles</u>	\$2,650,194.82	35%	\$10,500.00
2. <u>Division of Academic and Student Affairs</u>	\$2,233,008.77	29%	\$8,700.00
3. <u>Poole College of Management</u>	\$827,512.50	11%	\$3,300.00
4. <u>NC State University Libraries</u>	\$676,420.00	9%	\$2,700.00
5. <u>College of Natural Resources</u>	\$659,473.96	9%	\$2,700.00
6. <u>College of Education</u>	\$434,842.66	6%	\$1,800.00
7. <u>College of Design</u>	\$194,986.00	3%	\$900.00

# University Priorities

UNIT	<u>TOTAL GIFTS ▼</u>	<u>% OF BONUS</u>	<u>BONUS</u>
1. <u>NC State Extraordinary Opportunity Scholarship</u>	679	24%	\$6,000.00
2. <u>Park Scholarships</u>	412	15%	\$3,750.00
3. <u>NC State Black Alumni Society Scholarships</u>	311	11%	\$2,750.00
4. <u>University's Greatest Needs Fund</u>	203	7%	\$1,750.00
5. <u>Osher Lifelong Learning Institute Annual Giving</u>	160	6%	\$1,500.00
6. <u>NC State Alumni Association</u>	155	6%	\$1,500.00
7. <u>NC State Latinx Alumni Network Scholarship</u>	153	6%	\$1,500.00
8. <u>The Caldwell Fellows</u>	139	5%	\$1,250.00
9. <u>Office for Institutional Equity and Diversity</u>	93	3%	\$750.00
10. <u>Alumni Association Student Ambassador Program</u>	83	3%	\$750.00



# All 50 States



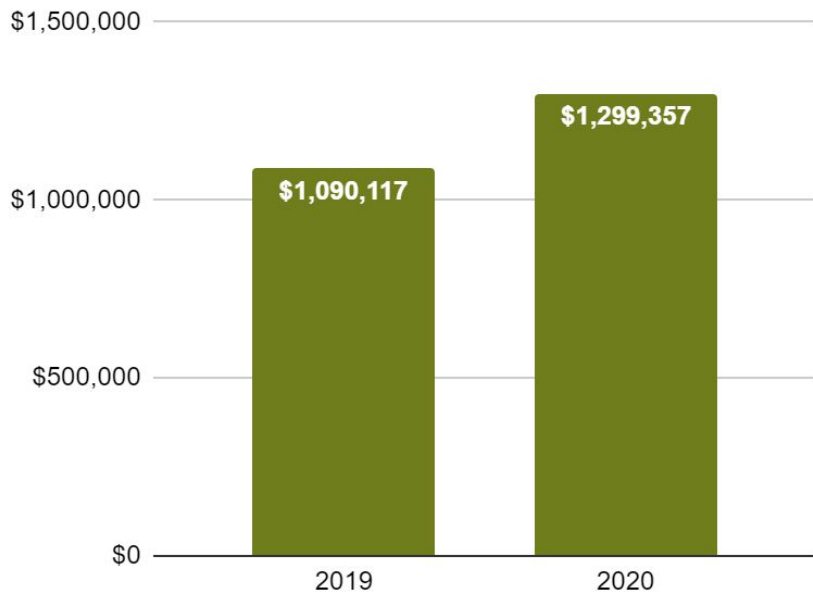
# 13 Countries



 **93 NC Counties**

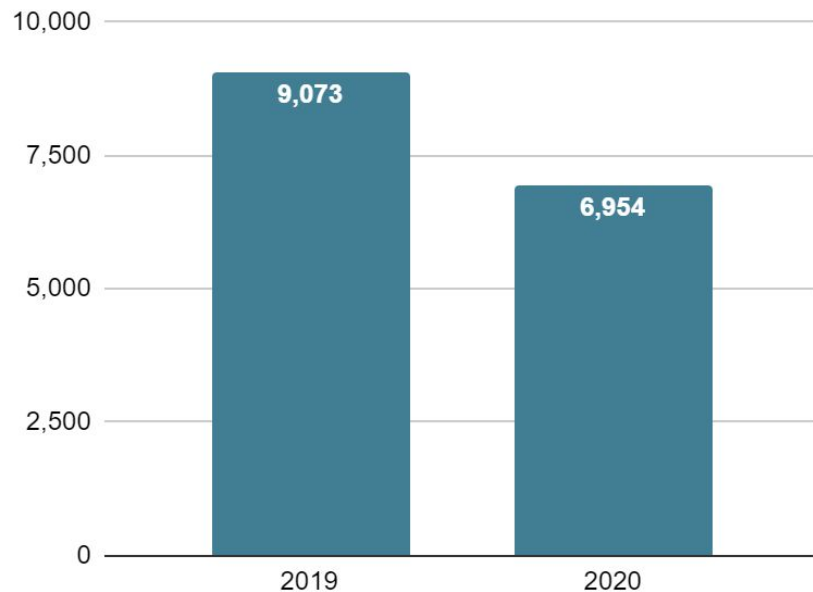
# Gifts Online

## Dollars



19.2% **increase** in **dollars** raised online

## Gifts



30.5% **decrease** in number of **gifts** online

2019 Average: **\$120**/gift ||| 2020 Average: **\$187**/gift

# Facts and Figures

- 2 gifts of **\$2.5M**, 7 gifts of **\$1M+**
- **1,092** first time NC State donors
- **2,693** donors have supported *both* Days of Giving
- **294** donors have given *only* to Days of Giving
- **11** donors gave over 100 gifts
- **456** funds across NC State supported
- Giving represented from **9 decades** of constituents
  - (1940's through 2020's)

# Leadership Participation

	Participation	Dollars
<b>Board of Trustees</b>	54%	\$1,008,200
<b>Chancellor's Cabinet</b>	100%	\$14,815
<b>NCSU Foundation</b>	85%	\$1,714,718





# Empowering the Extraordinary

University Communications and Marketing Update | November 2020

## University Communications and Marketing

- *University Communications and Marketing* is NC State's dedicated communications and marketing **Center of Excellence**.
- We provide expert leadership, strategy, services and support to advance the NC State brand and achieve the university's strategic goals.





## Who We Are

- University Strategic Marketing
- University Communications
- University Special Events
- Development Communications and Stewardship
- Strategic Brand Management



## Our Focus: Lead and Support

University Communications and Marketing provides the campus community with central, professional communications **leadership**, strategy, tools, services and **support** to ensure successful, on-brand, **collaborative** communications, events and **partnerships** that help achieve the strategic goals of the university, its colleges and units.



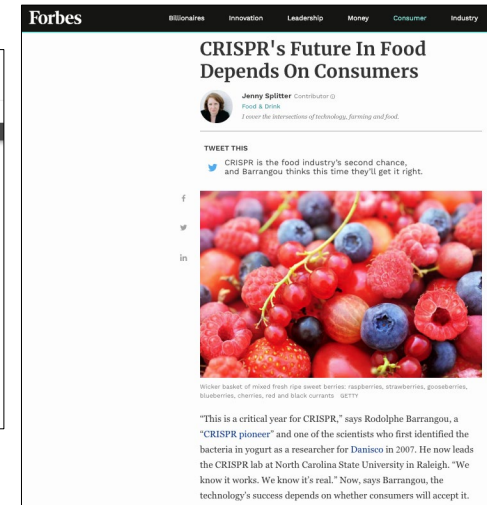
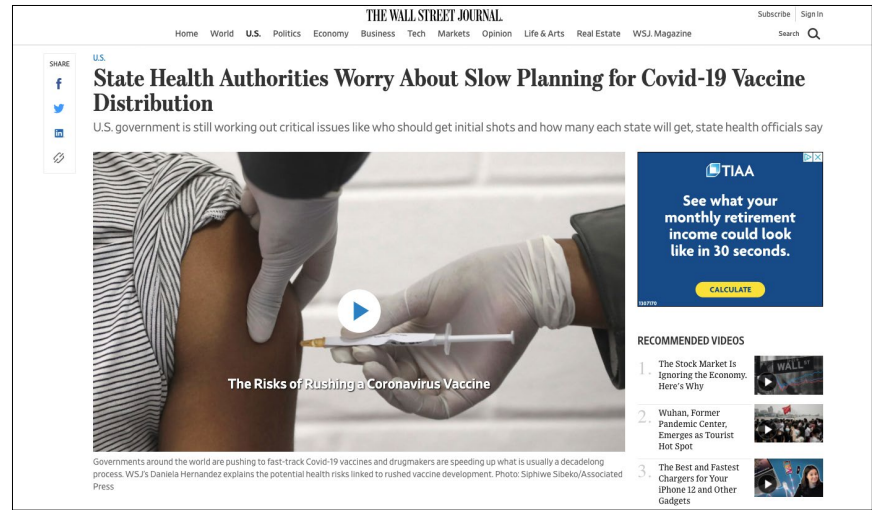
# Reach and Impact — By the Numbers





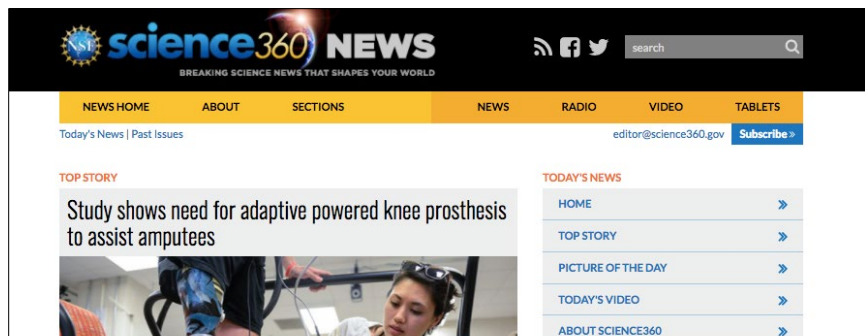
# Media Relations

- 41,000+ academic and research media clips tracked throughout the year in print, digital and broadcast
- \$41+ million in equivalent advertising value generated by academic media coverage
- Total reach of 172.4 million readers/viewers
- Placements in *New York Times*, *Washington Post*, *Los Angeles Times*, *Newsweek*, *Time*, CNN, BBC, NBC News, CBS News, ABC News, NPR, *National Geographic*, *The Guardian*



# Media Relations

- NC State research stories featured on federal agency news sites — including the NSF — more than 60 times
- The Abstract – innovative research blog focused on discovery and impact
- Audio Abstract – Research Podcast delivering branded news directly to listeners



## Audio Abstract

NC State's research podcast. You can subscribe to Audio Abstract with [Apple Podcasts](#), [Soundcloud](#) or [other podcasting apps](#) of your choice.



Apr 1, 2019

### Podcast: Bartonella

Bartonella is a bacteria most commonly associated with cat scratch disease, which until recently was thought to be a short lived – or self limiting in medical lingo – infection. Bartonella isn't new – doctors have known about cat scratch... →



Mar 5, 2019

### Podcast: Bringing the Middle Ages into the Digital Age

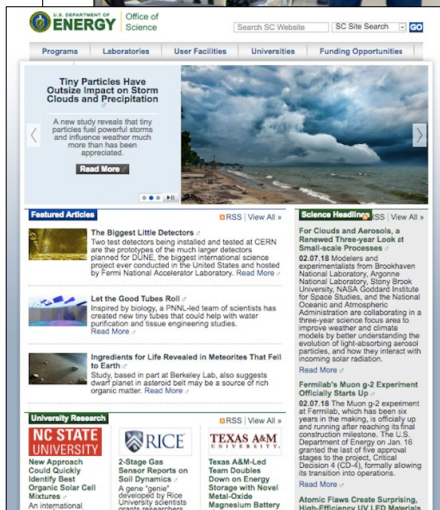
Tim Stinson is bringing the Middle Ages into the digital age by looking for DNA on medieval manuscript pages. →



Feb 7, 2019

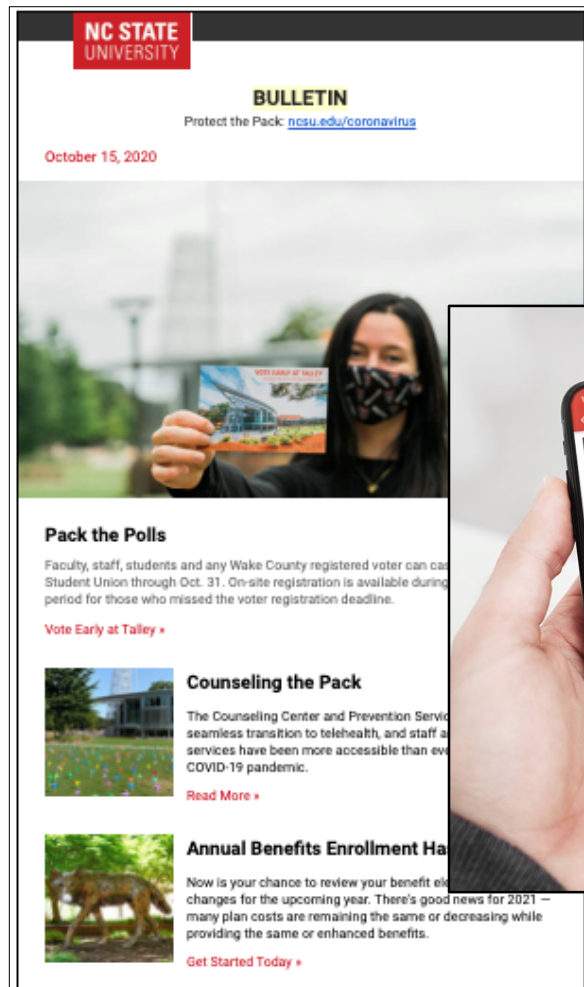
### Podcast: Physics at Zero Gravity

Physicist Karen Daniels and her students rode the 'vomit comet' to test their theories about how best to land spacecraft on asteroids. →



# Internal Communications

- All-time high readership for the NC State Bulletin
- Readership spiked in March 2020, with an average open rate of 75% for the month
- Sustained increased readership since March, with a current average open rate of 68%
- New focus on our Resilient Pack





# news.ncsu.edu

- More than 1.3 million visits to the NC State news site for fourth consecutive year
- Average time-on-page increased to 3 minutes and 41 seconds
- Top 2019-20 story was on [nonwoven mask materials](#)

NC State Home COVID-19 UPDATES RESOURCES Search


NC STATE UNIVERSITY News Research and Innovation Campus Life Faculty and Staff Service and Community For Media About NC State News

TOP STORIES

October 15, 2020

**It's Time to Pack The Polls**


NC State's early voting site at Talley Student Union will be open daily through Oct. 31 in advance of the Nov. 3 general election. →



October 15, 2020

**Ultrasound Technique Offers More Precise, Quantified Assessments of Lung Health**


New ultrasound technique would allow healthcare providers to determine how effective medical interventions are at reducing lung scarring (pulmonary fibrosis) or fluid in the lungs (pulmonary edema). →



October 13, 2020

**Auxiliary Units Complete Cost-Cutting Plans for Fall**


In a final round of cost-cutting actions by auxiliary units, NC State's retail and hospitality division is enacting temporary furloughs and salary reductions. →



October 8, 2020

**In the Name of Freedom**


Professor Victoria Gallagher and student diversity coordinator Joe Johnson are on the board of directors for the new Freedom Park planned for downtown Raleigh. →



October 7, 2020

**Eye of the Storm**


An eight-week study-abroad program on global leadership gave a group of NC State students a front-row seat to corporate decision-making as Europe grappled with economic uncertainties and an emerging pandemic. →



October 7, 2020

**Extraordinary Effort**


NC State employee Scott Stevens goes above and beyond as a volunteer in the Civil Air Patrol, helping communities across North Carolina during the COVID-19 pandemic. →



October 7, 2020

**Teamwork, Trust Keep NC State Stocked**

NC State employees hustled to get critical supplies for campus when COVID-19 reached the United States, ensuring the Wolfpack had the necessities for safe classes, research and work. →



# Peer Influencer Strategy

NC STATE

## A Revolution in Regenerative Medicine

Conventional 3D printers can't manufacture replacement soft tissues, NC State researchers built one that does.

At the intersection of biology, textiles and medicine, we're engineering scaffolds for joints that carry weight, spark new cell growth and then safely disappear.

Our next target? Creating organs.

[results.ncsu.edu](https://results.ncsu.edu)

NC STATE

## Hot Spot for 5G Innovation

At NC State, we're leading the charge on a \$24 million National Science Foundation grant to revolutionize wireless systems.

From self-driving cars to crops that water themselves, real-world solutions lie at the intersection of 5G technology and autonomous drones.

Groundbreaking research. Global benefits.

[results.ncsu.edu](https://results.ncsu.edu)

NC STATE

## The Future Is Quantum

Quantum computing will unlock complex problems. As the host of the first university-based IBM Q Hub in North America, NC State University is tackling the large-scale challenges that classical computers can't solve.

We'll strive to optimize air travel with Delta Air Lines, personalize health care with Anthem Inc. and top of the first generation of quantum-ready students.

Join us at the forefront.

[quantum.ncsu.edu](https://quantum.ncsu.edu)

*Photo courtesy of IBM Research.*

NC STATE

## The Home of Plant Sciences

Shrinking farmland. Changing climate. Emerging diseases that affect crops — and the people who grow them.

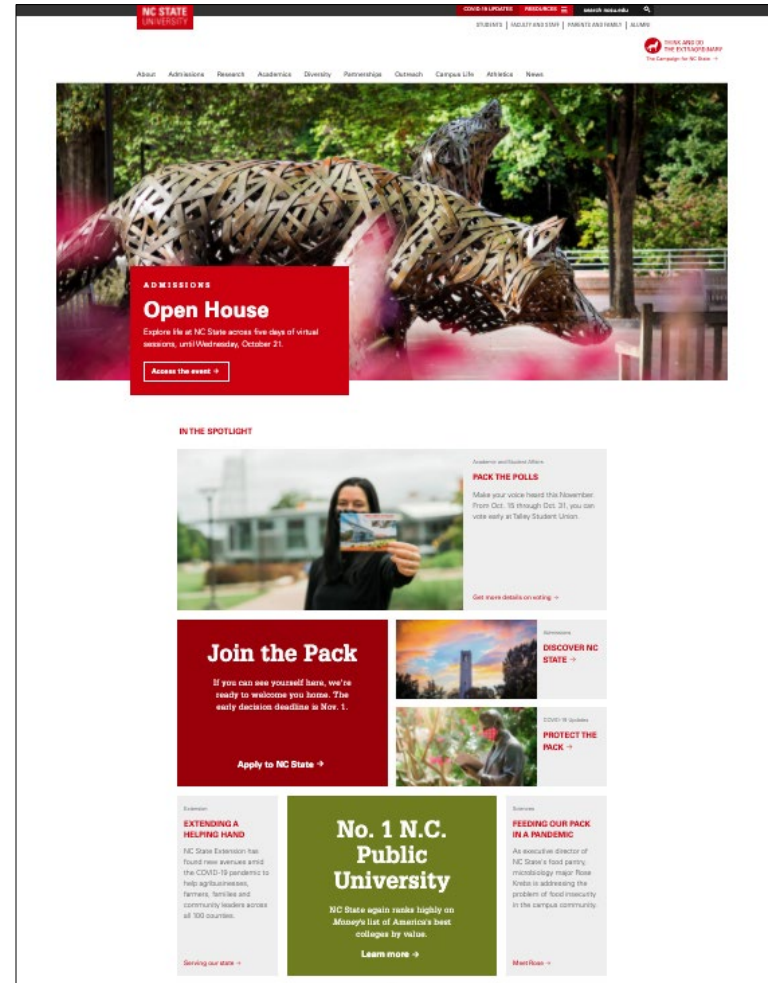
Agriculture is under assault. That's why we launched the N.C. Plant Sciences Initiative, a global hub dedicated to protecting our food supply and enhancing sustainability.

From using big data to detect blight to bringing harder sweet potatoes to sub-Saharan Africa, we're helping to feed, clothe and fuel the world.

[go.ncsu.edu/plant-sciences](https://go.ncsu.edu/plant-sciences)

# Web and Digital

- Homepage garnered more than 10 million visitors over the last year
- One-third are new visitors
- 40+% of traffic is mobile
- NC State's enterprise website generated about 20 million total pageviews



# Enterprise Social Media — Overall Impact

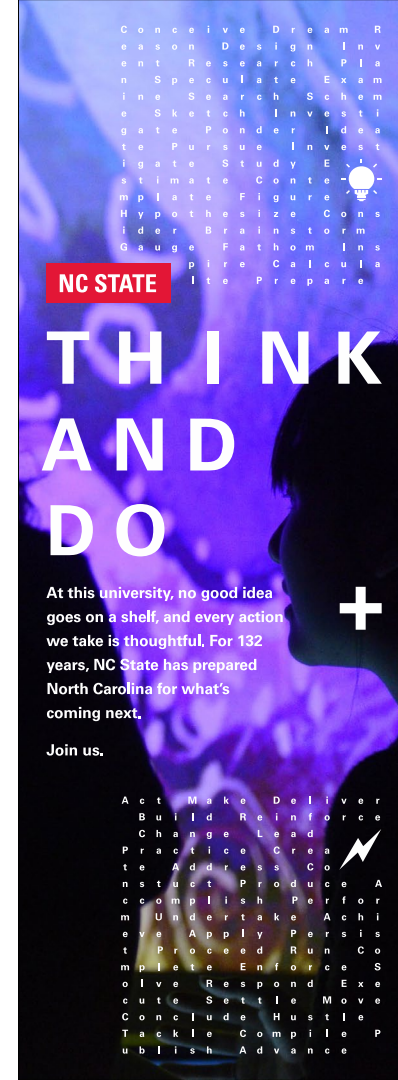
- About 650,000 friends and followers across Facebook, Twitter, Instagram and LinkedIn
- More than 100 million total impressions – double from the previous year
- More than 2.4 million engagements – over 1 million more than last year
- The Hub generated several outstanding campaigns to advance the brand, engage key audiences and achieve goals





# Marketing and Advertising

- Drive more than 100,000 million impressions and significant engagement
- Target demographic, psychographic and lifestyle campaigns
- Digital and social ads, organic social
- Television
- Streaming Audio (Pandora)
- Billboard
- Airport
- Sponsored Events
- Athletics



WELCOME TO

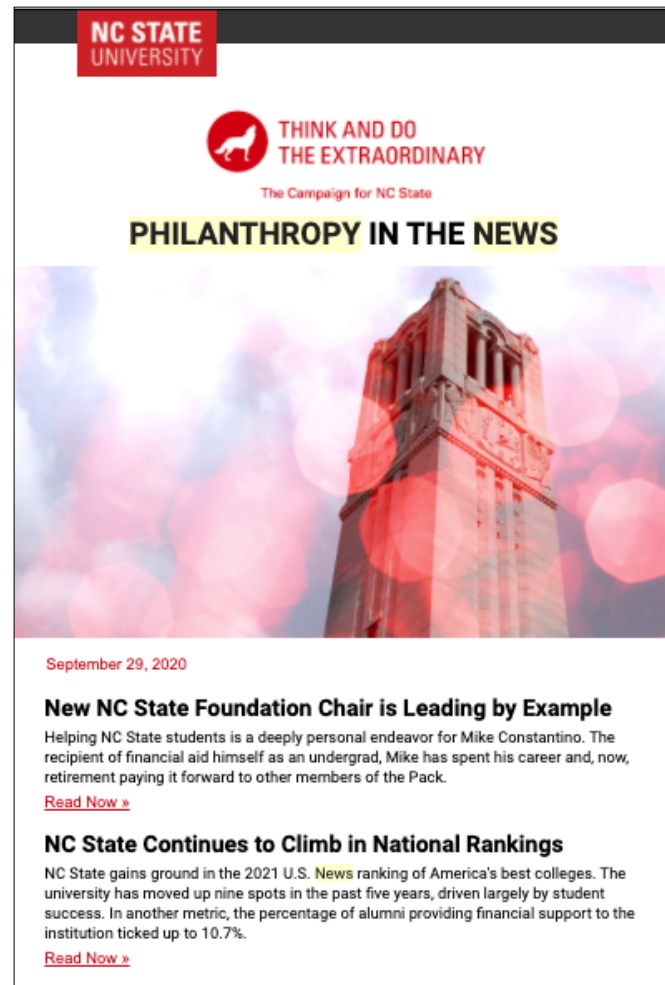
# Raleigh

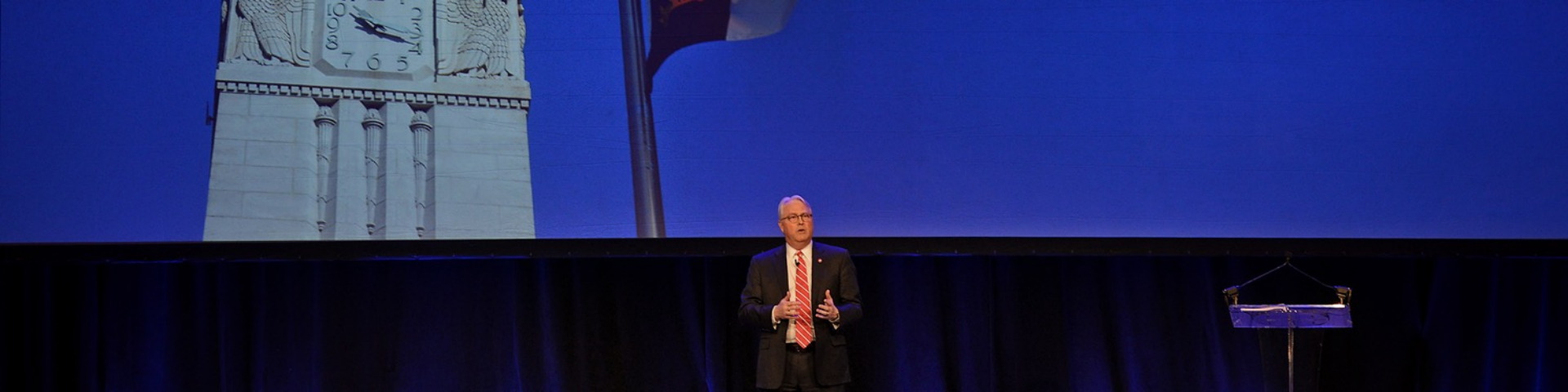
HOME OF THE NC STATE WOLFPACK



# Development Communications and Stewardship

- Lead efforts to plan, execute and distribute major gift announcements
- Generated more than 45 original features and curated 390 others in the News (PIN) e-digest, Campaign newsletter and others
- Continued a Digital Philanthropy communications focus across Enterprise, Alumni and college social media channels
- Managed hundreds of chancellor and VC acknowledgements along with thousands of gift reports and donor/alumni greetings





## University Special Events

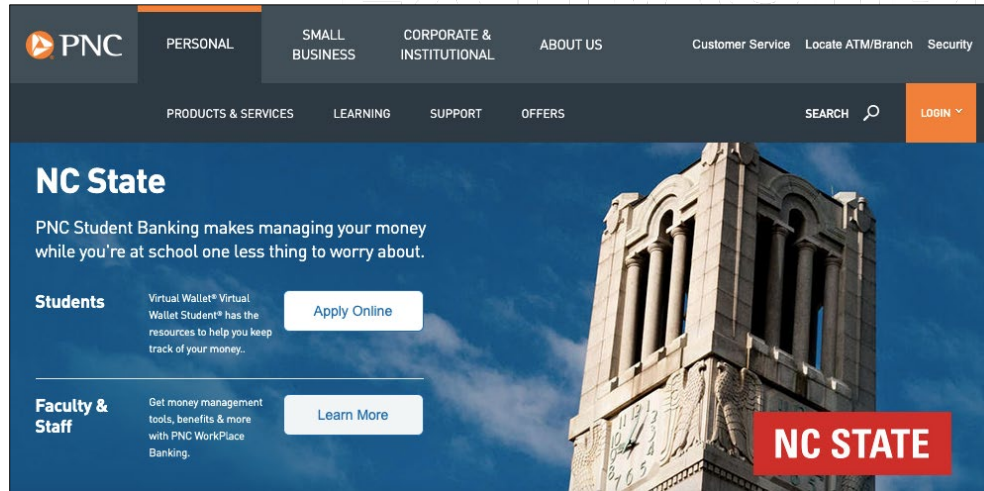
- University Special Events engaged with nearly 13,000 households and welcomed nearly 7,000 guests to on-campus events before stay-at-home orders were enacted
- Thirteen confirmed events were cancelled; however, Special Events engaged several thousand guests remotely through a series of outreach opportunities with the Chancellor
- Since the pandemic, USE continued that important work for all virtual events - and created toolkits and guidelines for branded virtual events



# Strategic Brand Management



- Launched the Office of Strategic Brand Management, including incorporating Licensing Trademark operations into UComm and starting the University Sponsorship Program
- Worked with Wolfpack Outfitters to make officially-licensed NC State face masks to advance the NC State brand in this unprecedented time
- Led several efforts including: creating the executive sponsorship committee; insurance workgroup; band branding; Coke negotiations; exclusive Belltower collection and more



# Belttower Collection

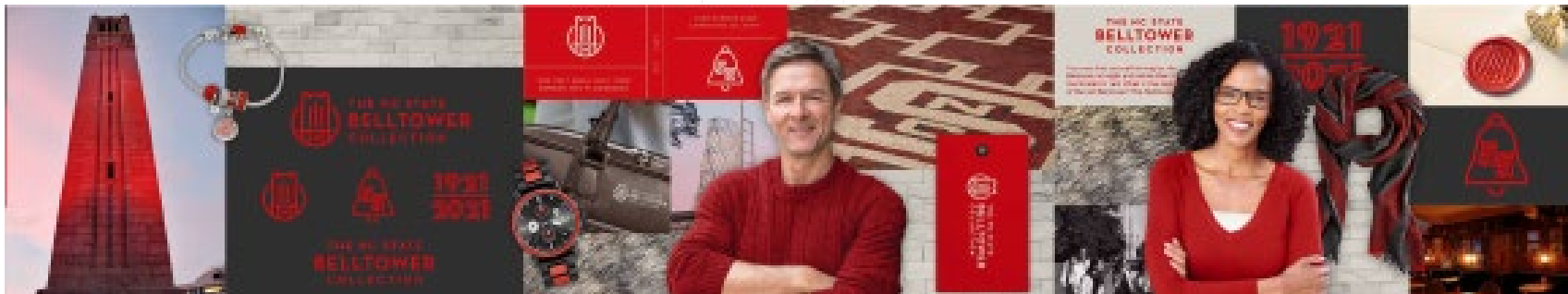


THE NC STATE  
**BELLTOWER**  
COLLECTION

THE NC STATE  
**BELLTOWER**  
COLLECTION



1921  
2021





# Strategically, Purposefully Elevating the Pack





An aerial view of a large stadium, likely the NC State Wolfpack stadium, with a red overlay at the bottom. The stadium's architecture features a complex, multi-tiered seating arrangement with a central field area. The red overlay contains white text and a button.

DAY OF GIVING 2020

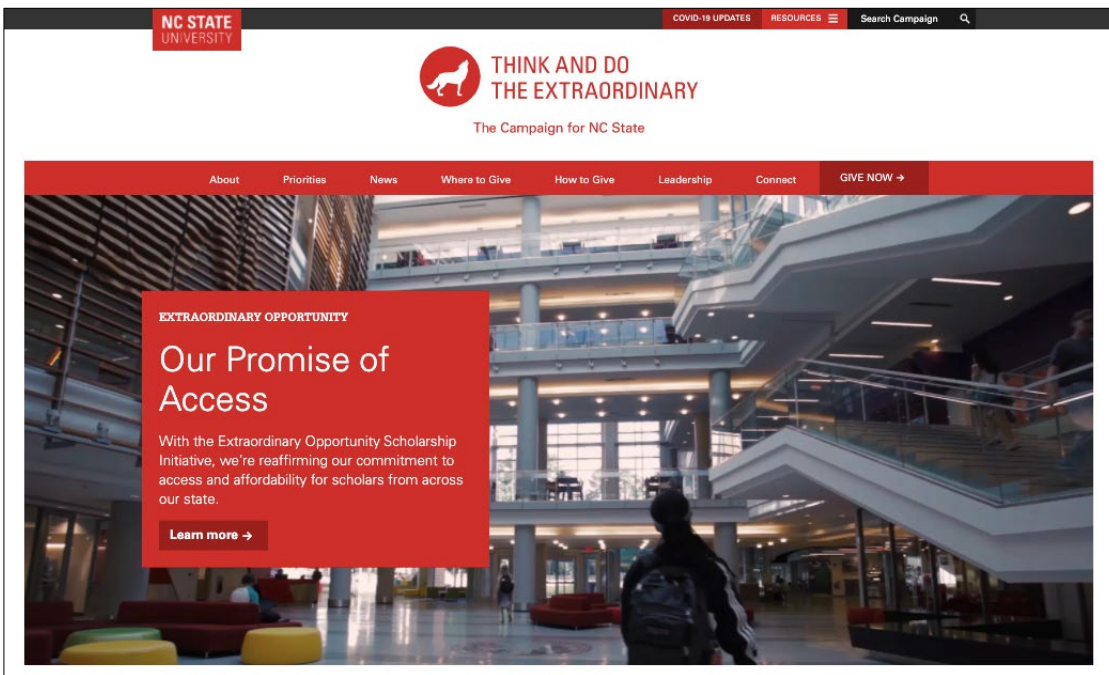
**\$23,223,425**

In just 24 hours, the Wolfpack did the extraordinary  
on behalf of current and future NC State students.

[See the results →](#)



# Campaign Priorities



## A Million Thanks to Our Pack

April 28, 2020 | Amy Rossi



As NC State adjusted operations in response to the coronavirus pandemic, alumni, friends, faculty and staff reached out with one question: How can we help?

Our Wolfpack came together to raise over **\$1,000,000** for the Student Emergency Fund. You have helped more than 1,500 students stay on track academically in the face of unexpected financial emergencies related to job loss, technology needs, housing and childcare.

# Memorial Belltower

NC STATE

## Forged in Fire

The first 18 bells that arrived at the Memorial Belltower in June 2020 are the result of months of hard work. The making of a bell encompasses molding, casting and finishing. NC State's bells are being cast from extremely hot molten bronze (about 80% copper and the rest tin) in a choreographed process led by Ben Sunderlin (in green), shown here casting the second-largest bell for our belfry during a September 2019 visit to the B.A. Sunderlin Bellfoundry in Ruther Glen, Virginia. A bell mold is buried in a sand pit and the metal is poured in. Photos by Becky Kirkland.



# Live ..... From Space

NC STATE  
UNIVERSITY

COVID-19 UPDATES RESOURCES search ncsu.edu

THINK AND DO

THINK AND DO  
THE EXTRAORDINARY  
The Campaign for NC State

Home Features About Think and Do Video

Live From the  
International  
Space Station

On Aug. 30, NASA astronaut and NC State alumna Christina Koch answered questions in a live video downlink from the International Space Station.

Live From the  
International  
Space Station

On Aug. 30, NASA astronaut and NC State alumna Christina Koch answered questions in a live video downlink from the International Space Station.

A Video Chat From Outer Space Becomes a  
Statewide Teaching Moment

When NASA approved NC State's request to host a live downlink from the International Space Station with astronaut and alumna [Christina Koch](#), the university had just a few months to pull together **an event that highlighted the science and wonder of space exploration** — as well as the strengths in STEM education that helped one of its

## A Video Chat From Outer Space Becomes a Statewide Teaching Moment

When NASA approved NC State's request to host a live downlink from the International Space Station with astronaut and alumna [Christina Koch](#), the university had just a few months to pull together **an event that highlighted the science and wonder of space exploration** — as well as the strengths in STEM education that helped one of its alumni reach for the stars.



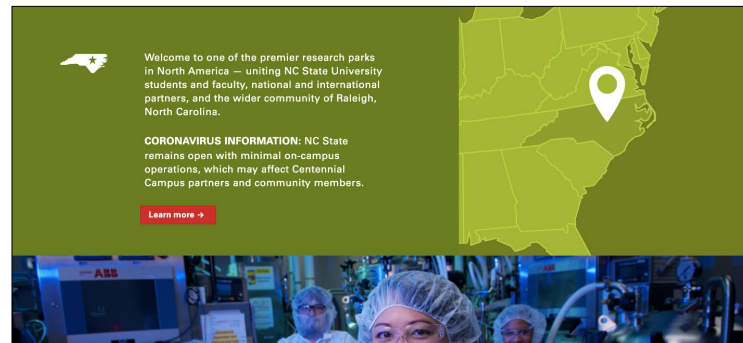
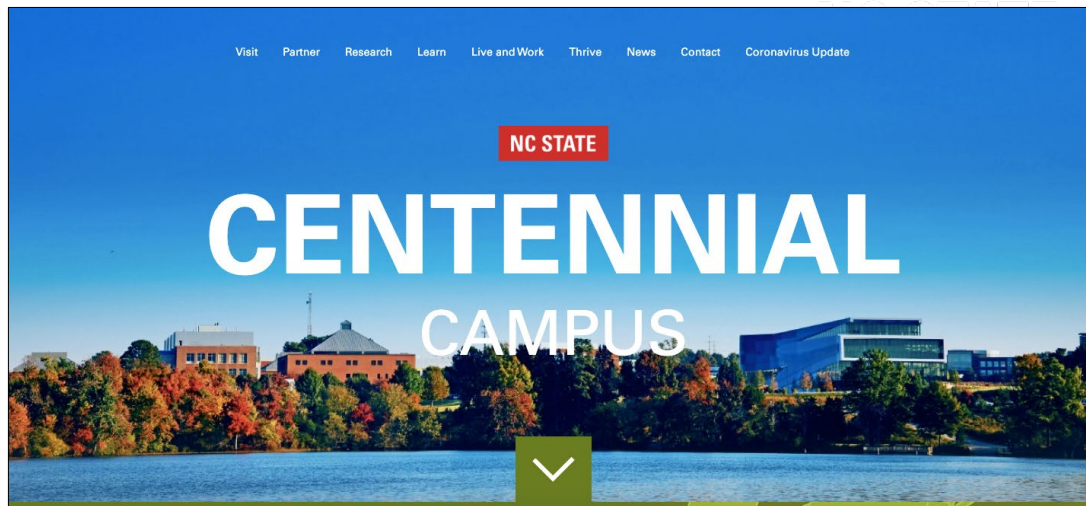
Christina Koch  
B.S. Physics '01  
B.S. Electrical Engineering '01  
M.S. Electrical Engineering '02

Teams from across NC State and event co-host the North Carolina School of Science and Mathematics came together to design an engaging and educational program around the 20-minute Q&A with Koch. They also led a coordinated effort to get the word out to audiences at both schools and beyond via social media and email campaigns, media pitches and outreach to K-12 schools across the state.

The result was a cosmic success. Koch answered questions from students from both schools. Astrophysicist and science communication superstar Katie Mack spoke about her path to a successful career in science. A panel of




# Centennial Campus Marketing Committee





## The Partner of Choice

Centennial Campus is home to some of the brightest minds from industry, government and the academy. Together, we've built a bustling hub for innovation — and a launchpad for the next big thing.

[Join forces with us →](#)

  
**76**  
Industry, Government and Nonprofit Partners

  
**75**  
University Centers, Institutes and Departments

  
**170+**  
Startup Companies Launched



# Partnership Portal

NC STATE  
UNIVERSITY

COVID-19 UPDATES

RESOURCES

search ncsu.edu

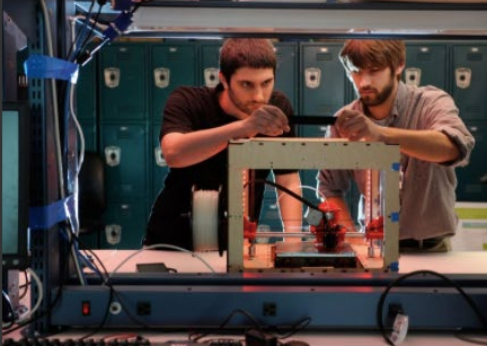
NEWS AND EVENTS | DIRECTORY AND OFFICES

## Partnership Portal

[Prospective Partners](#)[Existing Partners](#)[Faculty](#)[Centennial Campus](#)[Case Studies](#)[Contact](#)

### Why Partner With NC State?

Unparalleled access to cutting-edge research and world-class brainpower — plus a seamless partnership process.



### Join Forces With Us

When you partner with NC State, you put a leading research university to work for you. Our Centennial Campus is home to more than 75 industry partners, and we're at the forefront of research commercialization. In fact, we have an entire department dedicated to supporting corporate partnerships.



#### Co-Location

- › Join a collaborative community of industry, government and academic leaders
- › Access state-of-the-art equipment, labs and facilities, and subject matter experts and emerging talent

#### Talent

- › Hire highly qualified students as interns or co-ops
- › Collaborate with faculty experts to solve challenges and glimpse future trends

[Learn more →](#)

#### Entrepreneurship

- › License intellectual property developed at NC State
- › Collaborate with NC State innovators to launch and scale a new product

[Learn more →](#)



## In-House Advertising Service

- Advances marketing strategy and impact across the university
- Supports both central efforts as well as campaigns for the colleges and units
- In the first six months, we launched 17 advertising campaigns totaling \$470,620 in ad spend. This equates to \$70,593 in university savings.

# University Calendar

## UPCOMING EVENTS

**OCT 19**

Monday | 3:00 PM

**CleanTech Connect Virtual Career Fair**

**OCT 20**

Tuesday | 6:00 PM

**A STEMInist Experience: Picture a Scientist**

**OCT 20**

Tuesday | 10:00 AM


**Jenkins MBA Spotlight Series: Partners in MBA**

**OCT 21**

Wednesday | 4:00 AM

**College of Education On-Campus Transfer Session**

[Academic Calendar](#) [View Calendars](#)



### Visit NC State

Explore our extraordinary campus in Raleigh, North Carolina.

[Take a virtual tour →](#)

- Launched a new University Calendar to improve the way NC State communicates events and calendar opportunities

# Admissions Focus



DO

WALK

## Get Ready to Think and Do

NC State is a leading public university in one of the fastest-growing cities in America. Here, we pair bold thought with purposeful action to tackle some of the world's biggest challenges.

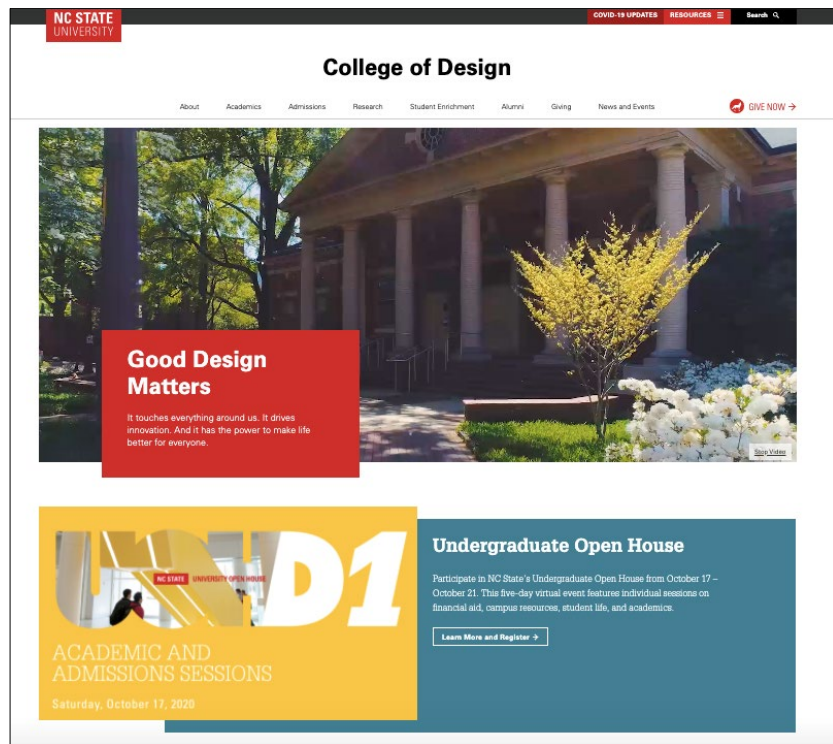
Whether you're learning in the lab, the field or the boardroom, you'll gain real-world experience — and set yourself up for a strong future.

[Discover academic opportunities](#)





# Digital and Web Strategy





# Stepping Up in a Time of Need





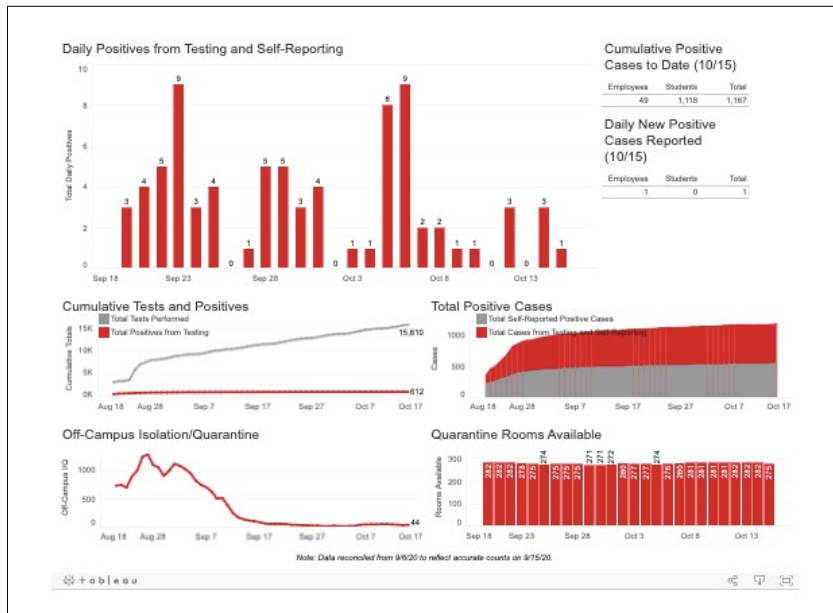


## COVID-19 Leadership

- UComm provided extensive leadership, messaging and strategic communications support around COVID-19 to university departments and partners across campus
- Created, edited, coordinated more than 450 messages to campus community
- Drafted, edited and/or otherwise managed all central university messages – print, video or otherwise - about COVID-19
- Created a COVID-19 Communicators Toolkit and managed a university-wide Coronavirus Content Calendar

# Protecting the Pack

NC STATE



The Campa

NC STATE  
UNIVERSITY

COVID-19 UPDATES
RESOURCES
search ncsu.edu

## Protect the Pack

Overcoming COVID-19
Students and Families
Faculty and Staff
Updates
FAQ

### OVERCOMING COVID-19

Here's how NC State is responding to the COVID-19 pandemic — and what you can do to help.

## Our Commitment

At NC State, we're doing everything we can to protect the Pack as we respond to the COVID-19 pandemic.

To make that happen, every member of the community must do their part. This site presents protocols, guidelines and far-ranging information to help promote a safe and supportive environment for students, faculty and staff.

**Our top priority in all decisions is the health, safety and well-being of our Wolfpack community.**



# Celebrating our Graduates

NC STATE  
UNIVERSITY

News

Research and Innovation

Campus Life

Faculty and Staff

Service and Community

For Media

About NC State News

Students

## The Class of 2020 Writes Their Own Story

As they look to the future, our newest graduates reflect on their time at this place they've called home.

May 8, 2020

"I will miss all NC State home, and Raleigh will always have a piece of my heart!" — Nora Stokley, Medical Sciences

"I could never leave NC State. I miss my friends, but I miss my home more." — Nathan Kasseh, Business Administration

"I don't like to leave a place I've lived in for so long. I miss my friends, but I miss my home more." — Kim Polard, Computer Science

NC State University

May 9 · 🌐

...

Class of 2020 — It's your graduation morning. Normally at this time you'd be lining up at PNC Arena next to your best friends, battling butterflies in your stomach and crossing your fingers that you don't trip. This year isn't normal, but it doesn't define you. Hard work, kindness, innovation and resilience — that's what the class of 2020 is made of. This is your story, as told by you, and it's only just beginning. [#NCState20](#)

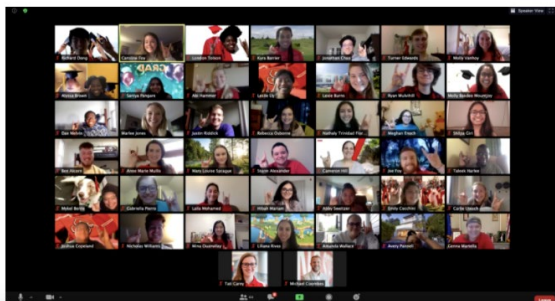
Socially Distant NC State Alma Mater

# Orientation, Summer Start and Convocation

## New Student and Family Orientation Vibrant as Always, but Online for Now

NC State's New Student Programs was able to quickly pivot from in-person to virtual orientation sessions in a matter of weeks.

July 24, 2020 | Justin Hammond




NC STATE  
Academic and Student Affairs

### New Student Programs

About NSP • First-Year Students • Families • International • Student Leaders

### Fall First-Year Student Orientation




WELCOME TO NC STATE!

The Office of New Student Programs welcomes you to NC State University, a community of achievers rich in tradition and academic excellence. To assist you in becoming a part of the Wolfpack, we invite you to participate in the New Student Orientation program. Orientation will help prepare you to succeed in and out of the classroom, give you a glimpse into student life and help you connect with students, faculty and staff.

This page is for first-year domestic students beginning at NC State in August 2020. If you are an international student beginning in August 2020 or a Spring Connect student beginning in January 2021, view the following pages for orientation sessions specifically designed to assist with your transition.

Due to impacts from COVID-19, NC State is shifting summer 2020 orientation programs to a virtual format. For up-to-date information about the university's COVID-19 response, please visit [www.ncsu.edu/coronavirus](https://www.ncsu.edu/coronavirus).

[International Students](#)  
[Spring Connect Students](#)



## New Student Convocation

[www.ncsu.edu](#)

[2020 Schedule](#)

[Signature Events](#)

[Partner Resources](#)

[Student Org Resources](#)

Join us Sunday, August 9 at 4 p.m. for New Student Convocation

Missed the live event? Watch the [New Student Convocation recording!](#)




Make sure you're there when the Class of 2024 comes together for the first time on Sunday, August 9 at 4 p.m. as a class at New Student Convocation. The Chancellor and dignitaries will kick off your time at NC State and welcome you to the Wolfpack during our first virtual opening ceremony of the academic year.

The event will be streamed as a [YouTube Premieres Event](#). A link to the presentation will be emailed to you.

#### EVENT HIGHLIGHTS INCLUDE:


- Welcomes provided by Chancellor Woodson and the Student Body President
- Sing the Red and White Song and Alma Mater with the Power Sound of the South, NC State Marching Band
- Hear from fellow students, faculty members, and staff as they welcome you to NC State.
- Win prizes including \$50 and \$25 gift cards to Wolfpack Outfitters.

# Honoring our Community




### OUR COMMUNITY IN ACTION


[More Stories](#)



Oct 14, 2020  
**Counseling the Pack**  
The Counseling Center and Prevention Services made a seamless transition to telehealth, and staff and mental health services have been more accessible than ever before during the COVID-19 pandemic.  
[Read More](#)



Oct 8, 2020  
**Teamwork, Trust Keep NC State Stocked**  
NC State employees hustled to get critical supplies for campus when COVID-19 reached the United States, ensuring the Wolfpack had the necessities for safe classes, research and work.  
[Read More](#)



Oct 7, 2020  
**Extraordinary Effort**  
NC State employee Scott Stevens goes above and beyond as a volunteer in the Civil Air Patrol, helping communities across North Carolina during the COVID-19 pandemic.  
[Read More](#)

## Resilient Pack

From churning out mask materials to ensuring the campus food pantry stays safely open, NC State staff and faculty have risen to meet the challenges posed by COVID-19. Here are just a few of their stories.



Oct 7, 2020

### Teamwork, Trust Keep NC State Stocked

NC State employees hustled to get critical supplies for campus when COVID-19 reached the United States, ensuring the Wolfpack had the necessities for safe classes, research and work. →

## Recent Stories

[Insights Into a Tiny Insect That Causes Big Damage →](#)

[After the Blaze: How Wildfires Can Impact Drinking Water →](#)


[Brewing Up Ancient Beer →](#)

## Protect the Pack


Overcoming COVID-19   Students and Families   Faculty and Staff   Updates   FAQ

## Our Community in Action


Search...




Oct 14, 2020  
**MAC Recruiting Goes Viral**  
In a normal year for Jenkins Master of Accounting (MAC) students, fall recruiting kicks off with a fourday Meet the Firms event that offers extensive engagement with several dozen public accounting firms. This year, of course, is far from normal. As the COVID-19 pandemic continues to prevent events from taking place in person, Meet the... →



Oct 14, 2020  
**Switching GEARS**  
COVID-19 forced NC State's academic programs online this spring, but also presented the Global Training Initiative with an opportunity to expand their reach. GTI's Global Education, Academics, and Research Skills (GEARS) program — an academic, research and cultural exchange program [...] →



Oct 14, 2020  
**Counseling the Pack**  
The Counseling Center and Prevention Services made a seamless transition to telehealth, and staff and mental health services have been more accessible than ever before during the COVID-19 pandemic. →



Oct 14, 2020  
**HES Student Raises the Bar for at-Home Fitness**



# Driving Expertise

## NC State Experts on COVID-19

Experts across NC State's campus are available to speak with media about the wide-ranging effects of COVID-19 on our world. Meet faculty at the forefront:

### Food Safety



**Ben Chapman**, professor of agricultural and human services and food safety specialist, can discuss food preparation, food handling and care for kitchen surfaces. He can be reached at [bjchapma@ncsu.edu](mailto:bjchapma@ncsu.edu) or 919.809.3205.

### Virus Transmission Through Food



**Lee-Ann Jaykus**, William Neal Reynolds Distinguished Professor of Food, Bioprocessing and Nutrition Sciences, is an expert in food virology, specifically the transmission of viruses through the food chain. She can be reached at [leeann\\_jaykus@ncsu.edu](mailto:leeann_jaykus@ncsu.edu) or 919.513.2074.

### Vaccine Manufacturing



**Jennifer Pancorbo**, director of industry programs and research at NC State's

## NC State in the News: COVID-19

NC State news is shared far and wide. Below are just some of our recent appearances in local, regional, national and international media publications related to COVID-19.



## July 2020 Media Mentions

### Students return to campus as coronavirus infections grow in some states

*Published July 31, 2020 | Associated Press*

North Carolina State University staggered the return of its students over 10 days and welcomed the first 900 students to campus, where they were greeted Friday by physically distanced volunteers donning masks and face shields. The rite of passage was a well-organized but low-key affair, as boxes were unloaded, luggage was wheeled and beds were hauled. "It's just odd not seeing anybody. You expect it to be hustle and bustle and all that around, but there was nothing. It was pretty empty," said Dominick DePaola, an incoming freshman from Charlotte, N.C.

### Bars, strip clubs and breweries discover how to survive during the pandemic: Reopen as restaurants

*Published July 31, 2020 | The Washington Post*

Ben Chapman, a professor and food safety specialist at North Carolina State University, says converting bars to restaurants may be a clever solution to help businesses survive, but the conversion won't necessarily help Americans survive the pandemic.

### Expert: We need to prepare for COVID-19 vaccine distribution now

*Published July 30, 2020 | Futurity*

This is precisely the sort of challenge Julie Swann has spent her professional life preparing for.



Questions?

**NC STATE**



# COMMITTEE DISCUSSION

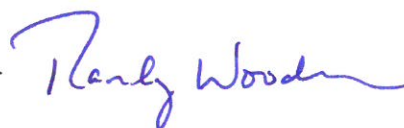
## Naming Opportunity Proposal

October 16, 2020

**MEMORANDUM**

TO: Board of Trustees

FROM: W. Randolph Woodson, Chancellor



SUBJECT: Naming Opportunities Proposals

The Naming Opportunities Committee has endorsed and favorably recommends to you the following proposals:

**College of Design**

**Department of Industrial Design, 111 Lampe Drive**

The College of Design proposes the opportunities to name 18 spaces in 111 Lampe Drive that will be renovated and upgraded for the Department of Industrial Design.

**College of Education**

**William and Ida Friday Institute of Educational Innovation**

The College of Education proposes the opportunities to name 10 spaces in the Friday Institute.

**Prototyping and Fabrication Lab, Poe Hall Room 106**

The College of Education proposes the opportunity to name Room 106 in Poe Hall.



October 16, 2020

**MEMORANDUM**

TO: W. Randolph Woodson, Chancellor

FROM: Brian C. Sischo, Vice Chancellor, University Advancement

SUBJECT: Naming Opportunities Proposals

A handwritten signature in black ink that reads "Brian C. Sischo".

The Naming Opportunities Committee has endorsed and favorably recommends to you the following proposals:

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The College of Education proposes the opportunity to name Room 106 in Poe Hall.



**Board of Trustees Consent Agenda  
University Advancement Committee  
Naming Opportunities Proposals**

November 12, 2020

**Background**

As per POL 03.00.02 – Criteria and Procedures for Naming Facilities and Programs, the act of naming a facility or program shall be that of the Board of Trustees, acting after receiving the recommendation of the Chancellor.

**Recommended Action**

Chancellor W. Randolph Woodson recommends to the Board of Trustees the following fundraising projects for approval.

**Overview**

- **Total Naming Opportunities Proposals:** 3
- **Total Facility Proposals:** 3
- **Total Program Proposals:** 0
- **Total Naming Opportunities:** 25
- **Total Gift Amount:** \$3,515,000
- **Colleges/Units Represented:**
  - College of Design
  - College of Education

**College of Design**

**Department of Industrial Design, 111 Lampe Drive**

*111 Lampe Drive was originally built in 1926. The first floor will be renovated and upgraded to house studios and offices for the Department of Industrial Design.*

- **Naming Type:** Renovated/Upgraded spaces
- **Total Naming Opportunities:** 18
- **Total Gift Amount of Naming Opportunities:** \$1,925,000
- **Purpose of Funds:** Gifts will support the renovation and upgrade project at 111 Lampe Drive.

**Board of Trustees Consent Agenda  
University Advancement Committee  
Naming Opportunities Proposals**

November 12, 2020

**College of Education**

**William and Ida Friday Institute of Educational Innovation**

*The Friday Institute for Educational Innovation opened in November 2005 with over 33,000 square feet of space for multidisciplinary research and educational outreach.*

- **Naming Type:** Existing spaces
- **Total Naming Opportunities:** 10
- **Total Gift Amount of Naming Opportunities:** \$1,240,000
- **Purpose of Funds:** Gifts will support the Friday Institute Enhancement Fund.

**Prototyping and Fabrication Lab, Poe Hall Room 106**

*Poe Hall was constructed in 1970 as the home of the School of Education. Room 106 is the largest active learning/lab space in the building.*

- **Naming Type:** Existing space
- **Total Naming Opportunities:** 1
- **Total Gift Amount of Naming Opportunities:** \$350,000
- **Purpose of Funds:** The gift will support the Dean's Fund.

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**Policy References**

POL 03.00.02 – Criteria and Procedures for Naming Facilities, Programs and Funds

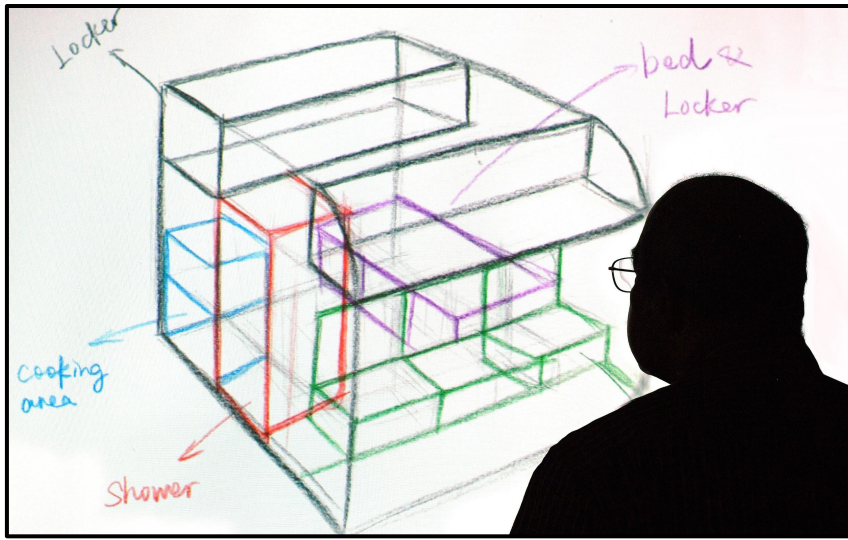
# Proposals for Naming Opportunity Approval

Board of Trustees' Meeting  
*November 12, 2020*





## College of Design

**Department of Industrial Design,  
111 Lampe Drive**

- **Naming Type:** Renovated and existing spaces
- **Total Naming Opportunities:** 18
- **Total Gift Amount of Naming Opportunities:** \$1,925,000
- **Fund Purpose:** Gifts will support the 111 Lampe Drive renovation and upgrade project.



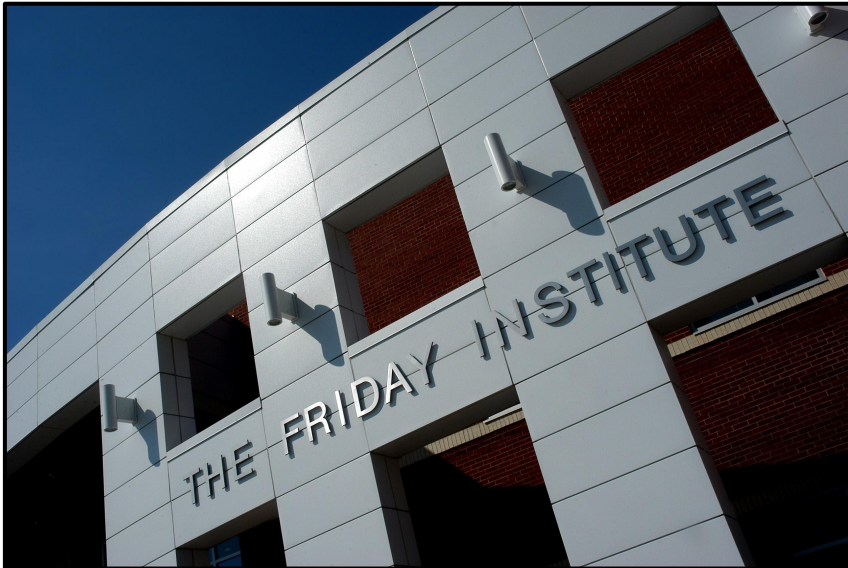




## College of Education

# William and Ida Friday Institute for Educational Innovation

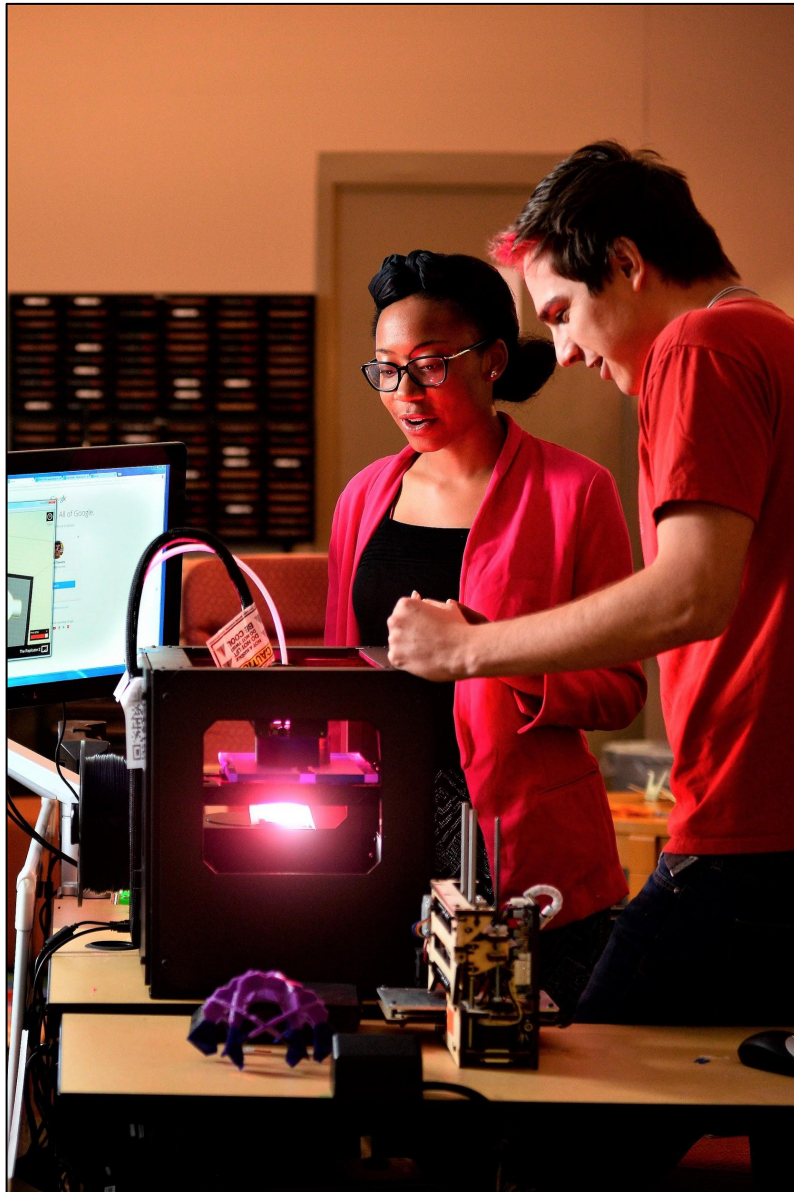
- **Naming Type:** Existing spaces
- **Total Naming Opportunities:** 10
- **Total Gift Amount of Naming Opportunities:** \$1,240,000
- **Fund Purpose:** Gifts will support the Friday Institute Enhancement Fund.



## College of Education

# Prototyping and Fabrication Lab Poe Hall Room 106

- **Naming Type:** Renovated space
- **Total Naming Opportunities:** 1
- **Total Gift Amount of Naming Opportunities:** \$350,000
- **Fund Purpose:** A gift will support the Dean's Fund.



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BOARD OF TRUSTEES  
NORTH CAROLINA STATE UNIVERSITY  
AGENDA

University Affairs Committee  
1:15 p.m. – 3:00 p.m. November 12, 2020  
Meeting held by Zoom

Dewayne Washington, Chair  
Members: Melanie Flowers, Jim Harrell, Stan Kelly, Ven Poole, Perry Safran

---

**CALL TO ORDER**

Dewayne Washington, Chair

**ROLL CALL**

Dewayne Washington, Chair

**PUBLIC MEETING REMINDER AND READING OF STATE GOVERNMENT ETHICS ACT CONFLICT OF INTEREST STATEMENT**

Dewayne Washington, Chair

- |           |  |                |
|-----------|--|----------------|
| <b>1.</b> | <b>CONSENT AGENDA</b>  | <b>TAB 7.1</b> |
| A.        | Approval of September 10, 2020 Minutes (open and closed session)   | 7.1A           |
| B.        | Center/Institute Requests  | 7.1B           |
|           | a. Request to Disestablish - The Institute for Nonprofit Research, Education and Engagement (INPRE)  |                |
| C.        | Designation of Time Limited Option for Distinguished Professorships  | 7.1C           |
| <b>2.</b> | <b>REQUESTED ACTION</b>  | <b>TAB 7.2</b> |
| ✓         | A. Consideration of Campus Initiated Tuition Increase and Student Fees<br><i>Presenters: Chancellor W. Randolph Woodson, Executive Vice Chancellor and Provost Warwick Arden and Interim Vice Chancellor Lisa Zapata</i> | 7.2A           |
| <b>3.</b> | <b>REPORTS</b>   | <b>TAB 7.3</b> |
| A.        | Faculty Senate Report<br><i>Presenter: Hans Kellner, Chair</i>   | 7.3A           |
| B.        | Staff Senate Report<br><i>Presenter: Pat Gaddy, Chair</i>  | 7.3B           |
| C.        | Commencement Update (no materials)<br><i>Presenter: Chancellor W. Randolph Woodson</i>   |                |
| D.        | Provost Update<br><i>Presenter: Warwick Arden, Executive Vice Chancellor and Provost</i>   | 7.3D           |
|           | a. Academic Programs Update  |                |
|           | b. Update on Current Initiatives   |                |
|           | c. Faculty Retention Report  |                |

✓ Denotes full Board approval required

- 
- |           |  |                |
|-----------|--|----------------|
| <b>4.</b> | <b>TOPIC OF INTEREST/COMMITTEE DISCUSSION</b>  | <b>TAB 7.4</b> |
|           | A. Student Mental Health<br><i>Presenter: Monica Osburn, Executive Director, Counseling Center</i> |                |
| <b>5.</b> | <b>CLOSED SESSION</b>  | <b>TAB 7.5</b> |
| <b>6.</b> | <b>RECONVENE OPEN SESSION</b>  |                |
| <b>7.</b> | <b>ADJOURN</b>   |                |



# **CONSENT AGENDA ITEMS**

## **OPEN SESSION MINUTES**

University Affairs Committee  
Board of Trustees  
North Carolina State University  
September 10, 2020

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The University Affairs Committee of the Board of Trustees of North Carolina State University met via Zoom teleconferencing on September 10, 2020.

Members Present:                      Dewayne Washington, Committee Chair  
    Melanie Flowers  
    Jim Harrell  
    Stan Kelly  
    Ven Poole  
    Perry Safran

Chair Washington called the meeting to order at 1:15 p.m. He welcomed everyone and stated he looked forward to working with them as chair this year. Chair Washington acknowledged Trustees Melanie Flowers and Perry Safran as newly appointed committee members. He called the roll and certified that a quorum was present. Provost Arden introduced staff members in attendance who regularly attend this meeting and who the committee may hear from throughout the year.

Chair Washington reminded all attendees that this is a public meeting but not a meeting for public comment and read the State Government Ethics Act to remind all members of their duty to report conflicts of interest or appearances of conflict.

### **Committee Responsibilities and Plan of Work**

Provost Arden provided a brief overview of the committee's responsibilities. He noted the committee uses a consent agenda format to approve items that have been through comprehensive evaluation processes on campus, e.g., conferral of tenure requests, center and institute requests and new academic programs. He also noted a committee member may request an item be pulled from the consent agenda for discussion as needed.

In reference to the committee's plan of work for the year, Chair Washington explained the plan is a working document and can be updated as the year progresses. He stated much of the committee's work is prescribed by policy; however, utilization of the consent agenda will allow time for brief presentations on topics of interest. He encouraged committee members to share ideas with him of any topics they would like discussed. Provost Arden added that previous topics have included the promotion and tenure process, distance learning, entrepreneurship and the Libraries.

### **Approval of Minutes**

The minutes from the July 15, 2020 meeting were presented for approval, and with no changes, they were approved by consent.

### **Consent Agenda**

Chair Washington reviewed the list of items on the consent agenda and asked Provost Arden to provide brief remarks on the two degree program discontinuations: Bachelor of Landscape Architecture and Bachelor of Science in Turfgrass Science. Provost Arden explained the Bachelor of Landscape Architecture program admitted the last students in Fall 2012 due to low enrollment. Faculty, staff and students were informed of the closure of the program in 2011, and the program fully closed when the last student graduated in 2016. The department still offers a Master of Landscape Architecture degree and a Landscape Architecture minor. He continued by explaining the Department of Crop and Soil Sciences is requesting discontinuation of the Turfgrass Science degree. The structure of the degree program has

been moved to a new Turfgrass Science concentration under the BS in Crop and Soil Sciences degree. As of August 2020 the Department will stop admitting freshmen and transfers, and students currently enrolled in the program will be allowed to complete the existing degree up until June 2025. New students will be admitted to the new Turfgrass concentration under the Crop and Soil Sciences degree.

A motion was made by Mr. Kelly, and seconded by Ms. Flowers, to approve the consent agenda items which included approval of the July 15, 2020 open session minutes; approval to continue three centers – The Ergonomics Center of North Carolina, the Center for Educational Informatics and the NC Sea Grant College Program; approval to discontinue two degree programs – the Bachelor of Landscape Architecture and the Bachelor of Science in Turfgrass Science; designation that a distinguished professorship be awarded on a time-limited basis and conferral of tenure to a new faculty member. The vote by roll call was unanimous and the motion passed.

### **Reports**

#### **Enrollment Report**

Dr. Louis Hunt, Senior Vice Provost for Enrollment Management and Services, gave the annual enrollment report. The report highlighted challenges to enrollment as a result of COVID-19 and how those challenges were addressed, as well as changes in overall graduate and undergraduate enrollment, academic quality of the incoming freshman cohort and undergraduate student success data. Dr. Hunt explained the numbers in his presentation have been updated as of Census Day and are therefore more current than the numbers found in the materials. Overall enrollment for Fall 2020 was 36,302, which is the second largest in NC State's history. The university enrolled 4,665 new freshmen and 1,446 new transfer students. For the second time in NC State's history, the freshman cohort enrolled more females than males. Preliminary graduation rates were also discussed. The new six-year graduation rate is projected to set a new record for the university.

#### **Student Body President Report**

Student Body President Melanie Flowers provided a report on Student Government activities covering the time period of March 25 – August 16, 2020. During this time several challenges have been presented and Student Government has worked to demonstrate the needs of students in various ways. She highlighted several efforts relating to COVID-19, Racial Unrest and Title IX matters.

#### **Provost's Update**

In his update, Provost Arden provided an overview of plans for the academic year including an update on leadership searches and comprehensive leadership reviews. The search for the Vice Chancellor and Dean of the Division of Academic and Student Affairs is underway. Three candidates will be interviewed. The 2020-21 academic year marks Dean Braden's last year as Dean thus the search for the next Dean of the College of Humanities and Social Sciences will also commence this fall. Five-year leadership reviews are scheduled for the Colleges of Design, Education and Textiles. The strategic plan task force reports have been posted. The campus community is invited to review the reports and provide feedback to the Strategic Planning Executive Steering Committee through September 21, 2020. Finally, Provost Arden noted a new Graduate Certificate in Disaster Resilient Policy, Engineering and Design has been established and is effective this fall.

#### **Closed Session**

A motion was made by Mr. Poole, and seconded by Mr. Kelly, to go into closed session to establish the material terms of employment contracts. The vote by roll call was unanimous and the motion passed.

**Reconvene in Open Session**

After coming out of closed session, Chair Washington announced the meeting in open session.

Mr. Kelly made a motion to delegate to Chancellor Woodson the authority to approve adjustments to terms in the employment agreements of employees in the athletics department who have employment agreements pursuant to UNC Policy 1100.3 (the Director of Athletics and the Head Coaches) to address COVID-19 budget related issues as necessary. Mr. Poole seconded the motion. The vote by roll call was unanimous and the motion passed

With no further business, Chair Washington announced the meeting adjourned at 2:32 p.m.

Submitted by \_\_\_\_\_

Secretary to the Committee


Approved by \_\_\_\_\_

Chair of the Committee



MEMORANDUM

TO: W. Randolph Woodson  
Chancellor  
NC State University

FROM: Mladen A. Vouk   
Vice Chancellor for Research and Innovation  
NC State University

SUBJECT: Recommendation to disestablish the Institute for Nonprofit Research, Education and Engagement (INPREE) under Regulation 10.10.04

DATE: August 25, 2020

---

The Institute for Nonprofit Research, Education and Engagement (INPREE) was established in April 2009 by the NC State Board of Trustees as a distinct University unit governed by Reg. 10.10.04. The Institute was founded to be an expert resource for information on nonprofits, a respected partner in research and practice collaborations, a recipient of external funding, and a developer and manager of educational and research initiatives. INPREE is administered by the NC State College of Humanities and Social Sciences (CHASS).

Thanks to its dedicated staff and visionary leadership, INPREE has been a valuable asset for NC State and the nation's community of nonprofits. With that said, the failure of a recent search for a new Director of the Institute and fiscal uncertainties engendered by the COVID-19 pandemic have caused a reconsideration of the Institute's status as an independent University unit.

After careful consideration, the College requests the disestablishment of INPREE and transfer of the oversight of the Institute's Social Innovation and Entrepreneurs Program to the College's Office of Research and Engagement. The College's Department of Public Administration will absorb the Institute's programs on nonprofit research and scholarship.

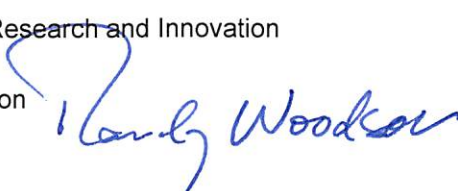
The Office of Research and Innovation endorses the request by CHASS to disestablish INPREE as a University Institute as sanctioned by the Board of Trustees. I request your approval of this recommendation.

MAV/mh

cc: Jeffery Braden, Dean, College of Humanities and Social Sciences  
Betty Byrum, Assistant Dean, Finance and Administration  
Missy Thomas, Director, Research Administration  
Jonathan Horowitz, Associate Vice Chancellor for Research  
Larisa Slark, Centers and Institutes Specialist

MEMORANDUM

TO: Mladen Vouk  
Vice Chancellor for Research and Innovation

FROM: W. Randolph Woodson   
Chancellor

SUBJECT: Recommendation to disestablish the Institute for Nonprofit Research, Education and Engagement (INPREE) under Regulation 10.10.04

DATE: August 26, 2020

In response to your Memorandum dated August 25, 2020, authorization is hereby granted to forward the request to disestablish the Institute for Nonprofit Research, Education and Engagement (INPREE) to the Board of Trustees for approval.

WRW/mh

cc: Jeffery Braden, Dean, College of Humanities and Social Sciences  
Betty Byrum, Assistant Dean, Finance and Administration  
Missy Thomas, Director, Research Administration  
Jonathan Horowitz, Associate Vice Chancellor for Research  
Larisa Slark, Centers and Institutes Specialist

## **Designation of Time Limited Option for Distinguished Professorships**

**Background:** Donors who endow a distinguished professorship at NC State University may elect to pursue matching funds available through the state's Distinguished Professors Endowment Trust Fund (DPETF). In accordance with state statutes, as well as University of North Carolina system and NC State University policies, the NC State University Board of Trustees (BoT) is authorized to designate that endowed distinguished professorships seeking DPETF matching funds may be time limited.

We request this designation from the BoT when a donor agreement indicates intent that a distinguished professorship be awarded, or potentially awarded, at a rank other than professor (i.e. assistant, associate professor) and/or for a period other than an individual's full career.

This designation provides the university with the maximum flexibility in awarding the distinguished professorship over time. Still, the overwhelming majority of NC State's distinguished professorships are offered to professors for the duration of their career at NC State.

**Recommended Action:** We request designation of the following distinguished professorship which may be time limited:

1. Marshall W. Grant Distinguished Professorship in Cotton Extension, College of Agriculture and Life Sciences, \$2M endowment
2. Joseph D. Moore Distinguished Professorship, to rotate periodically among colleges, \$1M endowment

### **Policy References:**

UNC Policy 600.2.3 - [Distinguished Professors Endowment Trust Fund](#)

NCSU Policy 01.05.01 – [Board of Trustees Bylaws](#)

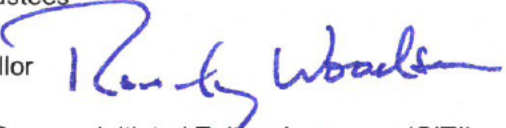
NCSU Regulation 05.20.17 – [Professorships of Distinction](#)

# **REQUESTED ACTION ITEMS**



**MEMORANDUM**

**TO:** NC State University Board of Trustees

**FROM:** W. Randolph Woodson, Chancellor 

**SUBJECT:** Recommendations for 2021-22 Campus Initiated Tuition Increases (CITI) and Student Fees

**DATE:** October 22, 2020

In accordance with the University of North Carolina Board of Governors' policy and the NC State Tuition and Fee adjustment process, a Tuition Review Advisory Committee (TRAC), co-chaired by Executive Vice Chancellor and Provost Warwick Arden and Student Body President Melanie Flowers, and a Fee Review Committee (FRC), co-chaired by Interim Vice Chancellor for Academic and Student Affairs Lisa Zapata and Student Senate President Coleman Simpson, were appointed. The Tuition Review Advisory Committee (Attachment A) and the Fee Review Committee (Attachment B) forwarded their recommendations to me.

**Tuition Review Advisory Committee**

TRAC approved the following Campus-Initiated Tuition Increase (CITI) recommendations:

**2021-22**

- (\$ 0 CITI = 0.0%) Undergraduate Residents
- (\$666 CITI = 2.5%) Undergraduate Nonresidents
- (\$ 0 CITI = 0.0%) Graduate Residents
- (\$661 CITI = 2.5%) Graduate Nonresidents

Per the UNC System Office (UNC-SO) 2021-22 Campus-Initiated Tuition and Fee Adjustment instructions, no tuition increases are allowed for resident students, and market driven tuition increases are allowed for nonresident students.

TRAC recommends that the additional tuition revenues be used to:

**2021-22**

- Contribute to need-based Financial Aid: **recommended allocating \$1,078,482 [30.6%]**
- Provide funding to the Graduate Student Support Plan: **recommended allocating \$991,500 [28.1%]**
- Improve the quality and accessibility of the NC State educational experience: **recommended allocating 958,481 [27.2%]**
- Provide funding for faculty promotional increases: **recommended allocating \$500,000 [14.2%]**

### **Fee Review Committee**

According to the UNC-SO 2021-22 Campus-Initiated Tuition and Fee Adjustment instructions, the Student Health Service Fee is the only fee allowed to be submitted for a proposed increase without an offsetting reduction to another fee. All other fee changes, excluding the Student Health Service Fee, are required to net to zero increase in total.

The Fee Review Committee recommends the following fees for NC State students for the 2021-22 academic year: zero net increase in fees, consisting of a +\$38.00 increase in the Student Health Service Fee combined with a decrease of -\$38.00 in the Thompson Hall Indebtedness Fee, which is set to expire at the end of current fiscal year. Total fees for undergraduates would remain at \$2,565.60 under this proposed fee schedule.

I want to thank both committees for their diligent and thoughtful work. I concur with the recommendations by both the TRAC and the FRC, and recommend them to you for review.

Student success is our primary goal, and consideration for access and affordability are part of the decision making process as we identify sustainable solutions that benefit the entire NC State community.

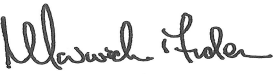
Thank you for your consideration of the 2021-22 CITI and fee recommendations.


Enclosures

cc: Warwick Arden, Executive Vice Chancellor and Provost  
Charlie Maimone, Vice Chancellor, Finance and Administration  
Lisa Zapata, Interim Vice Chancellor, Division of Academic and Student Affairs

**MEMORANDUM**

**TO:** W. Randolph Woodson  
Chancellor

**FROM:** Warwick A. Arden   
Executive Vice Chancellor and Provost

Melanie Flowers   
President, Student Body

**SUBJECT:** Report of the 2020-21 Tuition Review Advisory Committee Regarding Campus Initiated Tuition Increase (CITI)

**DATE:** October 15, 2020

The Tuition Review Advisory Committee (the Committee) submits the following campus initiated tuition increase (CITI) for 2021-22.

The Committee recognizes that final authority for recommending tuition increases to the North Carolina Legislature rests with the UNC System Office and the UNC Board of Governors. Information received from the UNC System was shared with the committee as follows:

- ✓ No tuition increases allowed for undergraduate and graduate resident students with the combined tuition and fee rates for undergraduate residents to remain in the bottom quartile of an institution's public peers.
- ✓ Increases will be considered for nonresident undergraduate students with a continued goal of combined tuition and fee to be market driven and rates set at or above the third quartile of an institution's public peers.
- ✓ Increases will be considered for nonresident graduate students.
- ✓ Campuses can request to establish tuition rates for any new graduate program that will enroll students for the first time in Fall 2021.

Three committee meetings were scheduled [September 23, September 30 and October 12]. These meetings were well attended, and members engaged in thoughtful discussions during each meeting. The committee received directions ahead of the meeting and were well informed of this year's process. The Committee proceeded with the CITI *review and recommendation* process focusing on tuition rates for nonresident undergraduate students and graduate students. Based on the instructions received from the UNC System, the committee made the decision to not put any premium tuition requests this year. Members reviewed and discussed relevant information relating to tuition, evaluated available data, and formulated CITI recommendations for the 2021-22 fiscal year. Following the Student Government Tuition and Fees Town Hall, the committee also received recommendations from the Student Senate for consideration.

During the committee's meeting cycle, it was discussed that there is a desire among students to remain conservative in light of the pandemic. NC State will remain second lowest for resident undergraduate and graduate tuition as well as nonresident undergraduate tuition and third lowest for nonresident graduate student tuition. The Committee reviewed several scenarios and agreed to keep a modest approach. However, while the Committee understood the importance of remaining a

W. Randolph Woodson  
Page 2  
October 15, 2020

good value, it also recognized and discussed the importance of continuing to move the university forward and the important role that tuition revenue plays in achieving student success initiatives.

Ultimately, the committee recommended the following: 2.5% for nonresident undergraduate students and graduate students. As previously mentioned, 0% for resident undergraduate and graduate students was mandated by the UNC System office.

There was a recommendation to hold need-based financial aid and GSSP harmless. The committee therefore recommended a little over one million dollars (30.6%) be allocated to need-based financial aid and just under one million dollars for the Graduate Student Support Plan (GSSP) (28.1%). Faculty promotional increases were estimated at \$500,000 (14.2%) for this year and the rest was distributed to improve quality & accessibility (27.2%). The committee was reminded that any unused funds from the GSSP and faculty promotional increases will be allocated to quality and accessibility.

At its October 12th meeting the Committee completed its work by voting and approving the recommended percent tuition increase for two student categories and the percent allocation for four expenditure categories. The Committee includes 11 *voting members* and 6 *non-voting members*; 10 out of 11 *voting members* cast votes.

**The Committee approved the following campus initiated tuition increase (CITI) recommendations:**  
2021-22

- Continue guaranteed 8/10 semester fixed tuition rates for undergraduate residents enrolled as of Fall 2016 and after
- (\$0 CITI = 0%) Undergraduate Residents (New Cohort)
- (\$666 CITI = 2.5%) Undergraduate Nonresidents
- (\$0 CITI = 0%) Graduate Residents
- (\$661 CITI = 2.5%) Graduate Nonresidents

**The Committee recommends that the additional tuition revenues be used to:**  
2021-22

- Increase the need-based Financial Aid: **recommended allocating \$1,078,482 [which equals 30.6%]**
- provide funding to the Graduate Student Support Plan: **recommended allocating \$991,500 [which equals 28.1%]**
- improve the quality and accessibility of the NC State educational experience: **recommended allocating \$958,481 [which equals 27.2%]**
- provide funding for faculty promotional increases: **recommended allocating \$500,000 [which equals 14.2%]**

If you have questions or would like further information, please let us know.

WAA/kmw



Final Tuition Recommendation for 2021-22				
	2021-22			
Student Categories:	%	Projected FTEs	Rate Increase	Revenue Generated
Undergraduate Residents (Guaranteed – All But New Cohort)		14,747	\$0	\$0
Undergraduate Residents	0.00 %	5,500	\$0	\$0
Undergrad Nonresidents	2.50 %	2,653	\$666	\$1,766,898
Graduate Residents	0.00 %	2,886	\$0	\$0
Graduate Nonresidents	2.50 %	2,665	\$661	\$1,761,565
Total		28,451		\$3,528,463
Proposed Use:	% Allocation			
Need-based Financial Aid			30.6%	\$1,078,482
Graduate Student Support Plan (GSSP)			28.1%	\$991,500
Improve Quality & Accessibility			27.2%	\$958,481
Faculty Promotional Increases			14.2%	\$500,000
Total			100.0%	\$3,528,463
Graduate Student Support Plan (GSSP)	Rate Increased Cost			
	Students			
State Supported Graduate Students	1,750	\$0		\$0
Non-State Supported Graduate Students	1,500	\$661		
Differential in Tuition Remission	1,500	\$661		\$991,500
Total				\$991,500
Summary	Increase	2021-22		
Tuition 2020-2021	Amounts	Percent	New Tuition	
\$6,535	\$0	0.0%	\$6,535	
\$26,654	\$666	2.5%	\$27,320	
\$9,095	\$0	0.0%	\$9,095	
\$26,421	\$661	2.5%	\$27,082	
Differential in graduate resident and non-resident tuition:				
\$17,326	\$661		\$17,987	

- FTEs include On-Campus Regular term and CVM portion of Vet Med students. DE and DVM not included here.
- Undergraduate Residents have a guaranteed rate, except for the 5,500 FTE assumed to be in the new freshmen (and new transfers-in) undergraduate resident cohort.
- 14,747 of Undergraduate Resident FTEs are assumed to be in the existing cohorts with guaranteed rates.

**NCSU**

**Tuition and Fee Proposals for 2021-22**

Tuition Category	2021-22 Tuition				
	2020-21 Tuition	Proposed Increase	% Change	Revenue Generated	2021-22 Rate
Undergraduate Resident	\$6,535.00	\$0.00	0.0%	\$0	\$6,535.00
Undergraduate Nonresident	26,654.00	\$666.00	2.5%	\$1,841,463	27,320.00
Graduate Resident	9,095.00	\$0.00	0.0%	\$0	9,095.00
Graduate Nonresident	26,421.00	\$661.00	2.5%	\$1,917,182	27,082.00
Estimated Total Revenue Generated				\$3,758,645	

Proposed Expenditures:

Inflationary Adjustments	0	0.0%
<i>n/a</i>		
Faculty and Staff Retention	500,000	13.3%
<i>Faculty Promotional Increases</i>		
Expanded Institutional Opportunities	1,091,987	29.1%
<i>Improve Quality and Accessibility</i>		
Student Services	0	0.0%
<i>n/a</i>		
Academic Support	96,676	2.6%
<i>Course redesign and instructional redesign to support faculty</i>		
Libraries	0	0.0%
<i>n/a</i>		
Technology Improvements	0	0.0%
<i>n/a</i>		
Other	2,069,982	55.1%
<i>Need-based Financial Aid and Graduate Student Support Plan (GSSP)</i>		
<b>Total - Proposed Expenditures</b>	<b>3,758,645</b>	<b>100.0%</b>

General Fees and Debt Service	2021-22 Fees			
	2020-21 Fees	Proposed Increase	% Change	2021-22 Fees
Athletics	\$232.00	\$0.00	0.0%	\$232.00
Health Services	407.00	38.00	9.3%	445.00
Student Activities	679.32	0.00	0.0%	679.32
Educational & Technology	439.28	0.00	0.0%	439.28
Campus Security	30.00	0.00	0.0%	30.00
<b>Subtotal - General Fees</b>	<b>1,787.60</b>	<b>38.00</b>	<b>2.1%</b>	<b>1,825.60</b>
Debt Service *	572.00	-38.00	(6.6%)	534.00
ASG Fee	1.00	0.00	0.0%	1.00
<b>Total Proposed UG Fees</b>	<b>\$2,360.60</b>	<b>\$0.00</b>	<b>0.0%</b>	<b>\$2,360.60</b>
<b>Proposed UG Resident Tuition &amp; Fees</b>	<b>\$8,895.60</b>			<b>\$8,895.60</b>

\* The debt service line should capture the total debt service fee (all debt projects) and the total proposed increases.

## TUITION REQUEST FORM

**NCSU**

### Regular Campus-Initiated Tuition Increases for 2021-22

**Requested Campus-Initiated  
Tuition Increase**

Undergraduate Residents

Undergraduate Nonresidents

Graduate Residents

Graduate Nonresidents

2021-22 Tuition Increases		
Reg. Term Annual Increment	DE Rate (SCH)	Revenues
	\$0.00	
\$666.00	\$22.50	
	\$0.00	
\$661.00	\$32.40	

Undergraduate Residents (Fall 2021)

Undergraduate Residents (Fall 2018, 2019, & 2020)

Undergraduate Nonresidents

UG Resident per G.S. 116-143.6

Graduate Residents

Graduate Nonresidents

FTE	SCH
2,653.00	3,314.00
2,665.00	4,803.00

**Projected Revenues**

Undergraduate Residents

Undergraduate Nonresidents

UG Resident per G.S. 116-143.6

Graduate Residents

Graduate Nonresidents

**Total**

-	-	-
1,766,898	74,565	1,841,463
-	-	-
-	-	-
1,761,565	155,617	1,917,182
<b>3,528,463</b>	<b>230,182</b>	<b>3,758,645</b>

**Projected Expenditures**

Inflationary Adjustments

Other Critical Needs:

1. Faculty & Staff Retention

2. Expanded Instit. Opportunities

3. Student Services

4. Academic Support

5. Libraries

6. Technology Improvements

7. Other (provide details below)

**Total**

-	-	-
500,000	-	500,000
958,481	133,506	1,091,987
-	-	-
-	96,676	96,676
-	-	-
-	-	-
2,069,982	-	2,069,982
<b>3,528,463</b>	<b>230,182</b>	<b>3,758,645</b>

*"Other" Expenditure Explanation:*

Need Based Financial Aid \$1,078,482 + Graduate Student Support Plan (GSSP) \$991,500 = \$2,069,982 Other.

## NC State University's CITI Request Justification

FY 2021-22

NC State's request for Campus Initiated Tuition Increase (CITI) will enable us to continue to provide expanded educational opportunities and innovative enhancements that promote the success of our students. Consistent with our on-going strategic planning, we will continue to invest in programs that promote a strong interdisciplinary and entrepreneurial culture to position students to be successful engaged leaders in society when they graduate.

Our regular term CITI request will generate approximately \$3.5M in revenue. About 30.6% will be allocated to need- based students via financial aid, and 28.1.% will support the Graduate Student Support Plan (GSSP), a fund that provides stipend, tuition and health benefits to graduate students. About 14.2% will be allocated for faculty promotional increases that are awarded when faculty are promoted with tenure through NC State's Reappointment, Promotion, and Tenure process and assists with our faculty retention efforts. The remaining 27.2% will be allocated to improve quality and accessibility by supporting additional seats and sections in our general education courses, adding professional advisers to meet increased demand, and supporting expanded institutional opportunities for our students. In addition, the distance education CITI will generate approximately \$230K, which will be distributed to enhance student success through educational innovation; increase educational opportunities and academic support. These additional CITI funds are paramount as they will fund various initiatives such as:

- 1) Continue to hire faculty in order to expand into new and emerging programs, to reduce class size and to increase the flexibility in the delivery of courses,
  - Through NC State's targeted interdisciplinary faculty hiring plan, we are bringing together the brightest minds in a range of academic disciplines. We will continue to fund faculty lines in targeted interdisciplinary programs, such as:
    - Carbon Electronics
    - Digital Transformation
    - Data Science
    - Human Health & the Environment
  - We continue to assess class size and its impact on student learning. Class size will be reduced by expanding course offerings, which will enable students to take more courses in the most appropriate sequence. This decreases time to degree and reduces the financial burden on students and parents.
  - NC State strives to provide innovative and technology-driven modes of course delivery to students, which provides students more opportunities and schedule flexibility. This flexibility allows students to participate in a variety of other academic opportunities that they may not be afforded otherwise. With the advent of Covid-19 these initiatives have grown in demand.
- 2) Invest in developing and implementing innovative learning technologies,
  - NC State promotes a technology-rich education by investing in learning technologies. Advances in research on learning and teaching, coupled with advances in information and communications technology, have paved the way for the next generation of innovative learning technologies. As we manage through the Covid-19 pandemic, we continue to invest in high-end equipment and instructor and student support to improve instructional quality and student learning experiences.



- We immerse ourselves in emerging technology research. We are continually exploring new learning technology tools and delivery mechanisms to lead educational innovation.
  - We support faculty in developing high-quality teaching strategies that are specific for improving student learning and engagement in online or hybrid courses. Investments in instructional workshops, mini-grants for course design, and peer consultations with instructional experts have all helped our faculty strengthen their skills in online teaching and student engagement, resulting in improved student outcomes. In response to the pandemic, we rapidly converted much of this programming for our instructors to an online format so that they could integrate these high-quality practices into their courses that moved online rapidly during the past year. We also brought these resources together via the creation of the [Keep Teaching](#) website for NC State faculty; we also developed the “companion” [Keep Learning](#) website for students to support our community’s instructional mission through the pandemic.
  - Investments in DELTA’s course redesign initiative have resulted in significant reductions in drop/withdrawal/failure rates not only in the redesigned courses, but also in subsequent “downstream” courses. As a result, these redesigned courses are having a marked impact on student success and throughput.
  - Our instructional tools enhance learning, streamline course administration, increase engagement, and support student achievement. For example, Moodle is a virtual course environment that offers a suite of teaching and learning tools. With this tool, an engaging learning space can be created for a particular course – blending content, interaction and testing. There are other hardware/software platforms that allow video, audio and/or screen capture of any event to be streamed live and/or archived for future viewing. Lectures can be recorded in the classroom, and students can watch and review at their convenience. In response to the pandemic, we have invested to increase the number of our classrooms that are equipped with this “classroom capture” technology. In addition, there is another learning technology tool that enables faculty to hold live sessions with their students for office hours and/or problem-solving sessions. These investments in vital technology have and continue to assist NC State in ensuring our students have the high caliber educational experience they demand, even during challenging times such as now.
  - Financial resources are being directed to enhance learning spaces for our students, such as the visualization and data spaces in the DH Hill Library. We will continue to make investments in student learning spaces where opportunities present themselves.
- 3) Increase the opportunities for advising and mentoring at both the graduate and undergraduate levels,
- NC State continues to assess the need for academic advisors and invests in positions to strengthen advising in high-demand areas. Professional advisors and faculty mentors play a pivotal role in the success of both our undergraduate and graduate students. We have observed our advisors playing a critical role as students manage the changes and stressors of the pandemic. Thus, we have prioritized ensuring that our academic advisors have the support that they need during the pandemic and ensuring that we have enough advisors to support our students during the pandemic.

4) Provide graduate and undergraduate internships and professional development experiences,

- Investments are being made to provide educational opportunities for students to inspire them to lead and prepare them for life after graduation. For example, the Professional Experience Program (PEP) aims to create meaningful campus student employment opportunities with particular emphasis toward expanding undergraduate research opportunities and career development. Students are paid a wage while working with NC State entities to participate in undergraduate research and expand their professional development. Creating meaningful on-campus employment gives students a greater ability to focus on their studies and excel in the classroom. PEP connects university colleges, departments, and students seeking on-campus employment. Students receive hands-on work experience in the disciplines in which they are planning a career.
- Student internship opportunities are numerous. Many of the colleges offer internships specific to the disciplines within their college. For example, the College of Natural Resources requires all undergraduate students in the Department of Parks, Recreation, and Tourism Management to participate in a 10-week student internship. Participation in this internship provides students with relevant hands-on experiences in program development, administrative procedures, supervision, time-management, facility operation and maintenance.
- Internships are offered in a variety of businesses, non-profits, government agencies, or educational institutions in the Triangle and are carefully matched to the students' career path and professional aspirations. Some of our internships were affected by the pandemic; however, some of our partner companies and agencies that moved to remote or partially-remote operations also moved their internship experiences to a remote or partially-remote format as well. We are actively working with our internship partners to identify new opportunities in the coming year that will be as "pandemic-proof" as possible in terms of providing students with these important learning opportunities in the midst of pandemic-related changes.
- We continue to evaluate professional development opportunities in graduate education rigorously. We work with our graduate students to help them think about how the knowledge and skills they develop while students at NC State are transferable out into the real world and excel in a career. For example, we are offering a Dissertation Institute to master's students and PhD students. We are also holding writing workshops to encourage our students to write more and in a timely manner. Workshops are offered on communication – both speaking and writing; leadership and management; project management; academic development – teaching and mentorship; and personal and professional development, including skills to help students in their job search.
- Networking events are held for our graduate students, discussion panels, presentations, company site visits, and team projects, to name a few of the opportunities provided to move our students from academics to industry.

NC State has a proven record of improving student success through innovative and cutting-edge initiatives. The additional resources coming from CITI will continue to build on program quality, maintain affordability and help ensure a stable workforce.

**MEMORANDUM**

**TO:** W. Randolph Woodson, Chancellor

**FROM:** Lisa Zapata, Interim Vice Chancellor, Co-Chair

*Lisa P. Zapata*

Coleman Simpson, Student Senate President, Co-Chair

*Coleman Simpson*

**SUBJECT:** 2021-2022 Student Fee Review Committee Recommendations

**DATE:** October 16, 2020

In accordance with your charge to the Student Fee Review Committee, the committee met to review all student fees and make recommendations regarding the continuation of existing fees and consideration of proposed increases for 2021-2022.

The members of the Student Fee Review Committee include:

Dr. Lisa Zapata, Co-Chair, Interim Vice Chancellor, Academic and Student Affairs  
Coleman Simpson, Co-Chair, Student Senate President  
Lexie Malico, Graduate Student Representative  
Melanie Flowers, Student Body President  
Garrison Seitz, Undergraduate Student Representative  
Dr. Jerome Lavelle, Associate Dean, Academic Affairs, College of Engineering  
Barbara Moses, Associate Vice Chancellor, Budget and Resource Management  
Krista Ringler, Director, Scholarships and Financial Aid  
Dr. Paul Williams, Professor, Poole College of Management  
James Withrow, Ex. Officio Non-voting, Student Senate Tuition and Fees Committee Chair

The committee met on September 24, September 30, and October 14. At the initial meeting, the committee discussed the fee process for the upcoming weeks and reviewed budgets and narratives for each student fee. Please see Table 1 for a list of all fees and the Student Health request. Based on initial interpretation of guidance from the UNC BOG, the committee was prepared to review several fee requests. With the Thompson Hall debt service fee expiring in FY21, we were prepared to consider fee requests that would be no higher than the decreasing debt service fee (\$38). The UNC System Office later clarified that only increases to the Student Health fee would be considered and use of expiring debt service to offset other fee increases would not be considered. Based on this clarification, Student Health was asked to review their budget and prepare a new proposal for the committee to review. Co-Chair Simpson informed the committee about the Student Tuition and Fees Town Hall meeting scheduled for October 1

and the Student Senate meeting on October 7, where the students would vote on their fee recommendations.

The following units were invited to the September 30 committee meeting to present and answer questions about the Student Health Services fee: Student Health Services and the Counseling Center. The meeting ended with an announcement that the Student Senate would be meeting and vote on the fees at their October 7 meeting.

Student Senate met on October 7 and discussed legislation that was written for the following fees: Campus Security fee, Student Center Operations, and Student Center Programs. These fees were not put forward to the committee, so Student Senate recommended that those fees remain the same for the 2021-2022 academic year. Student Senate supported the fee increase of Student Health at \$38 with a unanimous vote.

On October 14, the Fee Review Committee had their final meeting to vote on fees. There was a motion for the committee to continue the non-fee increase request as one vote. There was no deliberation and it was unanimously approved. A motion was moved to deliberate the Student Health fee at \$38. Co-Chair Simpson reiterated the student support for this fee. After no further discussion there was a motion to move forward and vote on the \$38 fee increase. The vote was unanimously approved. In the end, the Fee Review Committee voted in line with the Student Senate recommendations. Details of the votes for individual fees are located in Appendix A.

The final recommendations for fees for 2021-2022 would result in an increase in fees of \$38.00 (Table 1). This would represent a net-zero increase on all fees. Total fees for undergraduates would be \$2,565.60 under this proposed fee schedule. A more detailed report, showing fees from the past three years, the original requests, the recommendations from Student Senate, and the final approved amounts are reflected in Appendix B.

cc: Dr. Warwick Arden, Provost and Executive Vice Chancellor  
Mr. Charlie Maimone, Vice Chancellor for Finance and Business  
Student Fee Review Committee  
Student Fee Area Contacts



**Table 1. Fee Requests and Recommended Fees for 2020-21**

<b>Student Fee</b>	<b>2021-22 Requested</b>	<b>2021-22 Recommended</b>	<b>2021-22 Total Fees</b>
Student Activity Fees (No Increases)	0.00	0.00	679.32
<b>Student Activities Fees Requested</b>	<b>0.00</b>	<b>0.00</b>	<b>679.32</b>
Student Health Service	38.00	38.00	445.00
All Other General Fees (No Increases)	0.00	0.00	907.28
<b>Total General Fees Requested</b>	<b>38.00</b>	<b>38.00</b>	<b>1,352.28</b>
<b>Total Indebtedness Fees</b>	<b>-38.00</b>	<b>-38.00</b>	<b>534.00</b>
<b>Total Fees for 2021-22</b>			<b>2,565.60</b>
<b>Total \$ Increase</b>			<b>\$0.00</b>
<b>Total % Increase</b>			<b>0.00%</b>

**Appendix A - Summary of Voting at the Final October 14, 2020 Committee Meeting**  
**Page 1 of 1**

**Approval of Fees for which No Increase is Requested**

University Activities Board  
Student Publications/Media  
Student Government  
Student Legal Services  
School (Student Association) Fee  
Student Center Operations-DASA  
Student Center Operations-Campus Enterprises  
Student Center Repair and Renovations-DASA  
Student Center Repair and Renovations-Campus Enterprises  
Student Center Programs-DASA  
Student Center Programs-OIED  
Sustainability Fee  
Wellness and Recreation  
Association of Student Governments  
Campus Security Fee  
Athletics  
Education and Technology Fee

A motion was made to accept the fees listed above at a \$0 increase, discussion followed  
The committee voted to approve fees with a \$0 increase: 9 Yes, 0 No, 0 Abstain

**Student Health**

Motion to review the \$38.00 fee request (increase)  
Student Senate approved the fee request at \$38.00  
After discussion, the committee voted to approve the \$38.00 request: 9 Yes, 0 No, 0 Abstain

**Meeting Adjourned**

## Appendix B - Recommended 2021/22 Student Fees with Fee History

NC State University Student Fees Summary <i>Updated 10/14/20 H.Durham</i>	Approved 2017/18	Approved 2018/19	Approved 2019/20	Requested 2020/21	Approved 2020/21	Recommended 2021/22	
						Total Fee	Amount
University Activities Board	19.63	19.63	19.63	19.63	19.63	19.63	-
Student Media	27.00	27.25	27.25	26.25	26.25	26.25	-
Student Government	15.50	15.50	15.50	14.20	14.20	14.20	-
Student Legal Services	16.50	16.50	16.50	17.50	17.50	17.50	-
School (Student Association) Fee	5.00	5.00	5.00	5.00	5.00	5.00	-
Student Center Operations	127.39	132.39	132.39	140.39	132.39	132.39	-
Student Center Repair & Renovation	45.80	47.80	47.80	47.80	47.80	47.80	-
Student Center Programs	234.15	241.40	241.40	249.05	242.70	242.70	-
Sustainability	5.00	5.00	5.00	5.00	5.00	5.00	-
Wellness and Recreation	167.35	168.85	168.85	168.85	168.85	168.85	-
<b>Total Student Activity Fees</b>	<b>663.32</b>	<b>679.32</b>	<b>679.32</b>	<b>693.67</b>	<b>679.32</b>	<b>679.32</b>	<b>-</b>
Association of Student Governments	1.00	1.00	1.00	1.00	1.00	1.00	-
Campus Security	30.00	30.00	30.00	40.40	30.00	30.00	-
Athletics	232.00	232.00	232.00	232.00	232.00	232.00	-
Student Health	392.00	407.00	407.00	407.00	407.00	445.00	38.00
Education and Technology Fee	439.28	439.28	439.28	439.28	439.28	439.28	-
Transit	193.00	205.00	205.00	216.00	205.00	205.00	-
<b>Total Other Fees</b>	<b>1,287.28</b>	<b>1,314.28</b>	<b>1,314.28</b>	<b>1,335.68</b>	<b>1,314.28</b>	<b>1,352.28</b>	<b>38.00</b>
Thompson Hall-Expires FY2021	38.00	38.00	38.00	38.00	38.00	-	(38.00)
Student Health-Expires FY2022	35.00	35.00	35.00	35.00	35.00	35.00	-
Carmichael Complex-Expires FY2023	23.00	23.00	23.00	23.00	23.00	23.00	-
Intercollegiate Athletics-Expires FY2027	96.00	96.00	96.00	96.00	96.00	96.00	-
Carmichael Expansion-Expires FY2027	27.50	27.50	27.50	27.50	27.50	27.50	-
Student Center-Expires FY2036	260.00	260.00	260.00	260.00	260.00	260.00	-
Carmichael Addtn & Renov-Expires FY2046	92.50	92.50	92.50	92.50	92.50	92.50	-
<b>Total Indebtedness Fees</b>	<b>572.00</b>	<b>572.00</b>	<b>572.00</b>	<b>572.00</b>	<b>572.00</b>	<b>534.00</b>	<b>(38.00)</b>
<b>Total Fees-Undergraduate</b>	<b>2,522.60</b>	<b>2,565.60</b>	<b>2,565.60</b>	<b>2,601.35</b>	<b>2,565.60</b>	<b>2,565.60</b>	<b>-</b>
\$ Change (including Transit)	\$	43.00	\$	\$	35.75	\$	-
% Change (including Transit)		1.70%	0.00%	1.39%	0.00%	0.00%	
% Change (excluding Transit)		1.33%	0.00%	1.05%	0.00%	0.00%	
Graduate Student Fee	12.00	12.00	12.00	12.00	12.00	12.00	-
<b>Total Fees-Graduate</b>	<b>2,534.60</b>	<b>2,577.60</b>	<b>2,577.60</b>	<b>2,613.35</b>	<b>2,577.60</b>	<b>2,577.60</b>	<b>-</b>

**Attachment 2**

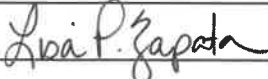
**Student Involvement in Tuition and Fee Setting Process**

**Campus Name:** North Carolina State University

**Date:** October 16, 2020

**Campus Administrator Name:** Dr. Lisa P. Zapata

**Campus Administrator Title:** Interim Vice Chancellor for Division of Academic and Student Affairs

**Campus Administrator Signature:** 

**Student Body President Name:** Melanie Flowers

**Student Body President Signature:** 

**Collaboration**

- ☒ Tuition and fee committee(s) established.
- ☒ Students were represented on the committee(s).
- ☒ Student representatives were appointed by the Chancellor in consultation with the Student Body President.
- ☒ Committees were co-chaired by the Chief Academic Officer and/or Chief Student Affairs Officer or their designee along with the Student Body President and/or Student Senate President.

**Inclusiveness**

- ☒ Students on the tuition and fee committees were representative of student constituencies: (for example, in-state, out-of-state, undergraduate, graduate, professional school, distance education, etc.).
- ☒ Student involvement throughout the entire tuition and fee setting process.
- ☐ Student forums were conducted (at least two, one mid-day and one in the evening).

**Transparency**

- ☒ Utilization of social media to reach out to students.
- ☒ Utilization of university listserv(s) and website.

**Timeliness**

- ☒ Process initiated and completed consistent with the UNC Policy. (September 1<sup>st</sup> through December 1<sup>st</sup>)

**Accountability**

- ☒ Inclusion of student involvement form in the institution's tuition and fee request packet submitted to the UNC System Office.

**Additional Information:** Two student forums were conducted as evening opportunities, Tuition and Fees Town Hall and a Student Senate meeting. Each opportunity was promoted and available for all students via Zoom.



09/29/20

# North Carolina State University

Academic Year 2021-22 Proposed Student Fees

## Student Fees Summary

	Description of Fee	2017-18	2018-19	2019-20	2020-21	incr/decr	Proposed 2021-22
<b>Student Fees - Academic Year</b>							
<b>Student Activity Fees</b>							
1	Union Activity Board	\$ 19.63	\$ 19.63	\$ 19.63	\$ 19.63	\$ -	\$ 19.63
2	Student Publications/Media	27.00	27.25	27.25	26.25	-	26.25
3	Student Government	15.50	15.50	15.50	14.20	-	14.20
4	Student Legal Services	16.50	16.50	16.50	17.50	-	17.50
5	School (Student Association)*	5.00	5.00	5.00	5.00	-	5.00
6	Student Center Operations	127.39	132.39	132.39	132.39	-	132.39
7	Student Center Repairs and Renovations	45.80	47.80	47.80	47.80	-	47.80
8	Student Center Programming	234.15	241.40	241.40	242.70	-	242.70
9	Sustainability	5.00	5.00	5.00	5.00	-	5.00
10	University Wellness and Recreation	167.35	168.85	168.85	168.85	-	168.85
	<b>Total Student Activity Fees</b>	<b>663.32</b>	<b>679.32</b>	<b>679.32</b>	<b>679.32</b>	<b>-</b>	<b>679.32</b>
11	Association of Student Governments	1.00	1.00	1.00	1.00	-	1.00
12	Campus Security Fee	30.00	30.00	30.00	30.00	-	30.00
13	Intercollegiate Athletics	232.00	232.00	232.00	232.00	-	232.00
14	Student Health Service	392.00	407.00	407.00	407.00	38.00	445.00
15	Educational & Technology Fee	439.28	439.28	439.28	439.28	-	439.28
16	Transit Operations (Bus Service)	193.00	205.00	205.00	205.00	-	205.00
<b>Indebtedness Fees**</b>							
17	Thompson Hall - Indebtedness (expires FY2021)	38.00	38.00	38.00	38.00	(38.00)	-
18	Student Health Service - Expansion (expires FY2022)	35.00	35.00	35.00	35.00	-	35.00
19	Carmichael Complex - Indebtedness (expires FY2023)	23.00	23.00	23.00	23.00	-	23.00
20	Intercollegiate Athletics - Indebtedness (exp FY2027)	96.00	96.00	96.00	96.00	-	96.00
21	Student Center - Expansion (expires FY2036)	260.00	260.00	260.00	260.00	-	260.00
22	Carmichael Complex - Expansion (expires FY2027)	27.50	27.50	27.50	27.50	-	27.50
23	Carmichael Complex - Addition and Renov (FY2046)	92.50	92.50	92.50	92.50	-	92.50
	<b>Total Indebtedness Fees</b>	<b>572.00</b>	<b>572.00</b>	<b>572.00</b>	<b>572.00</b>	<b>(38.00)</b>	<b>534.00</b>
	<b>Fees subject to the 3% Cap</b>	<b>2,329.60</b>	<b>2,360.60</b>	<b>2,360.60</b>	<b>2,360.60</b>	<b>-</b>	<b>2,360.60</b>
	<b>Increase Requests as % of prior year base</b>					<b>0.00%</b>	
	<b>3% of base year fees</b>	<b>69.89</b>	<b>70.82</b>	<b>70.82</b>	<b>70.82</b>		<b>70.82</b>
	<b>Requested amount under/(over) cap</b>					<b>70.82</b>	
<b>Total Student Fees - Undergraduate</b>		<b>2,522.60</b>	<b>2,565.60</b>	<b>2,565.60</b>	<b>2,565.60</b>	<b>-</b>	<b>2,565.60</b>
<b>Percent Increase</b>						<b>0.00%</b>	
24	Graduate Student Fee*	12.00	12.00	12.00	12.00	-	12.00
<b>Total Student Fees - Graduate</b>		<b>2,534.60</b>	<b>2,577.60</b>	<b>2,577.60</b>	<b>2,577.60</b>	<b>-</b>	<b>2,577.60</b>
<b>Percent Increase</b>						<b>0.00%</b>	

09/29/20

# North Carolina State University

Academic Year 2021-22 Proposed Student Fees

## Student Fees Summary

Description of Fee		2017-18	2018-19	2019-20	2020-21	incr/decr	Proposed 2021-22
<b>Engineering Major</b>							
25	COE Program Graduate and Undergrad. Enhancement Fee	1,500.00	1,500.00	1,500.00	1,500.00	-	1,500.00
<b>Total Undergraduate Fees - Engineering Major</b>		<b>4,022.60</b>	<b>4,065.60</b>	<b>4,065.60</b>	<b>4,065.60</b>	-	<b>4,065.60</b>
<b>Total Graduate Fees - Engineering Major</b>		<b>4,034.60</b>	<b>4,077.60</b>	<b>4,077.60</b>	<b>4,077.60</b>	-	<b>4,077.60</b>
<b>Professional Golf Management Major</b>							
26	Professional Golf Management Fee	700.00	700.00	700.00	700.00	-	700.00
<b>Total Undergraduate Fees - PGM Major</b>		<b>3,222.60</b>	<b>3,265.60</b>	<b>3,265.60</b>	<b>3,265.60</b>	-	<b>3,265.60</b>
<b>Application Fees for Admission to NC State</b>							
27	Undergraduate Student Application Fee - Domestic	85.00	85.00	85.00	85.00	-	85.00
28	Undergraduate Student Application Fee - International	100.00	100.00	100.00	100.00	-	100.00
29	Graduate Student Application Fee - Domestic	85.00	85.00	85.00	85.00	-	85.00
30	Graduate Student Application Fee - International	95.00	95.00	95.00	95.00	-	95.00
31	Non Degree Studies Application Fee	35.00	40.00	40.00	40.00	-	40.00

\* The Graduate Student Fee represents both the Graduate Student Fee and the School Fee for a total of \$17.00

\*\* Debt Service fees are project-based, changes will be evaluated annually

\_\_\_\_\_  
Chancellor

\_\_\_\_\_  
Chair, Board of Trustees

North Carolina State University  
Academic Year 2021-22 Proposed Student Fees

<u>Mandatory Fee</u>	<b>FY 2021-22 Requested Amount</b>	<u>Description of Fee</u>
University Activity Board	\$ 19.63	The Union Activities Board is the main programming body for the campus which is responsible for acquiring, scheduling, publicizing, and presenting films, speakers, and special events.
Student Publications/Media	\$ 26.25	This fee is used to defray the cost of the various campus-wide student publications. At present these include two student newspapers, a yearbook, a radio station, and "The Window" (a literary magazine).
Student Government	\$ 14.20	This fee is allocated to the Student Government for distribution to Campus organizations for activities, they deem, are in the best interest of the student body.
Student Legal Services	\$ 17.50	This fee funds the student legal services program which offers legal services to all students.
School (Student Association)*		
Undergraduates	\$ 5.00	This fee is used by the student body to support student activities of each of the various schools.
Graduates	\$ 17.00	This fee is used by the graduate student association to support graduate student activities.
Student Center Operations Total	\$ 132.39	This fee supports the maintenance and operations of the Student Center facilities,
Student Center Repairs and Renovations Total	\$ 47.80	This fee is used to maintain and upgrade the Talley Student Center, Price Music Center, Witherspoon Student Center and Thompson Theater.
Student Center Programming Total	\$ 242.70	This fee supports programming for the Student Centers and the Office of Institutional Equity and Diversity.
Sustainability	\$ 5.00	This fee will be used to promote sustainability and green ambassador efforts
University Wellness and Recreation	\$ 168.85	This fee is used to defray the cost of operating and maintaining the intramural recreational sports program and other physical education programs.
Association of Student Governments	\$ 1.00	This UNC Board of Governors approved fee for all UNC institutions to help finance the Association of Student Governments, a coalition of student leaders from across the state. To be used for administrative staff, travel and small stipends for student leaders.
Campus Security Fee	\$ 30.00	Fee initiated by UNC Board of Governors for all campuses to help meet security initiatives.
Intercollegiate Athletics	\$ 232.00	This fee is used in partial support of intercollegiate athletic programs.
Student Health Service	\$ 445.00	This fee is used by the University Health Center to offer medical and counseling services to students.
Educational & Technology Fee	\$ 439.28	This academic fee is used by colleges and schools to equip and operate computing and scientific laboratories which supplement classroom instruction.
Transit Operations (Bus Service)	\$ 205.00	This fee partially funds the campus transit system.
Indebtedness Fees		
Thompson Hall - Indebtedness (expires FY2021)	\$ -	This fee is pledged to support renovation for the Thompson Theatre Building.
Student Health Service - Expansion (expires FY2022)	\$ 35.00	This fee is pledged to support an addition for the Student Health Services Building.
Carmichael Complex - Indebtedness (expires FY2023)	\$ 23.00	This fee is pledged to support repairs and renovations of outdated equipment and facilities at Carmichael Complex
Intercollegiate Athletics - Indebtedness (expires FY2027)	\$ 96.00	This fee is pledged to the Department of Athletics in support of facility improvements, renovations, repairs and maintenance.
Student Center - Expansion (expires FY2036)	\$ 260.00	This fee is pledged to support the renovation of the Student Center Buildings.
Carmichael Complex - Expansion (expires FY2027)	\$ 27.50	This fee is pledged to support the Locker Room Renovation and Fitness Center Expansion
Carmichael Complex - Addition and Renovation (expires FY2046)	\$ 92.50	This fee is pledged to support an addition of space with a renovation .to the Carmichael Complex
<b>Total Required Student Fees</b>		
Undergraduate	\$ 2,565.60	
Graduate	\$ 2,577.60	
<u>Major Specific Fees</u>		
COE Program Graduate and Undergraduate Enhancement Fee	\$ 1,500.00	This fee is used for program and infrastructure improvements in the College of Engineering to ensure our engineering students are provided career-ready skills that continue to advantage them in the marketplace.
Professional Golf Management Fee	\$ 700.00	This fee ensures access for students in the PGM program to partnering golf facilities for the use of their golf course and golf practice facilities.
<u>Application Fees</u>		
Undergraduate Student Application Fee - Domestic	\$ 85.00	This fee is used to support costs necessary in the application process.
Undergraduate Student Application Fee - International	\$ 100.00	This fee is used to support costs necessary in the application process.
Graduate Student Application Fee - Domestic	\$ 85.00	This fee is used to support costs necessary in the application process.
Graduate Student Application Fee - International	\$ 95.00	This fee is used to support costs necessary in the application process.
Non Degree Studies Application Fee	\$ 40.00	This fee is used to support costs necessary in the application process.

**FEE REQUEST FORM**  
**NCSU**  
**Health Services Fee**  
**2021-22**

	Prior Years		2021-22	
	2019-20 Fee	2020-21 Fee	Requested Change	Proposed 2021-22 Fee
<b>Estimated Student FTE Applicable to Fee - 2021-22</b>	28,433.00			
	\$407.00	\$407.00	<b>\$38.00</b>	<b>\$445.00</b>
			Projected 2021-22	
	Actual 2019-20	Projected 2020-21	With Change	Without Change
<b>Beginning Fund Balance</b>	7,995,290	8,898,152	5,993,802	5,993,802
<b>Revenues:</b>				
Fee Revenues	11,999,592	11,600,000	12,652,685	11,572,231
Other Revenues	5,180,594	2,500,000	5,500,000	5,500,000
<b>Total Revenues</b>	<b>17,180,186</b>	<b>14,100,000</b>	<b>18,152,685</b>	<b>17,072,231</b>
<b>Expenditures:</b>				
Personnel	10,778,560	11,215,600	12,175,200	11,514,000
Supplies & Materials	2,450,814	2,250,000	2,800,000	2,800,000
Current Services	2,807,875	3,188,750	3,663,500	3,663,500
Fixed Charges	326,800	300,000	300,000	300,000
Capital Outlay	55,000	50,000	50,000	50,000
Other*	(141,725)	-	-	-
<i>* Provide explanation</i>				
<b>Total Expenditures</b>	<b>16,277,324</b>	<b>17,004,350</b>	<b>18,988,700</b>	<b>18,327,500</b>
<b>Ending Fund Balance</b>	<b>8,898,152</b>	<b>5,993,802</b>	<b>5,157,787</b>	<b>4,738,533</b>
<b>FTE (associated with fee)</b>	<b>125.65</b>	<b>125.65</b>	<b>132.65</b>	<b>125.65</b>

*If new positions are being created, please document the specific positions and related responsibilities.*

**Justification for Proposed Fee Increase (include additional information on Form C tab if needed)**

This fee request is intended to maintain the full range of health services and health facilities currently offered while managing increasing demand for services. The Counseling Center and Prevention Services are requesting 4.0 FTE to add needed resources in the following areas: high risk case management; clinical focus in areas of diversity; and administrative/supervisory oversight for clinical services and quality assurance to ensure adequate care. Student Health Services has demonstrated need for the expansion (additional 3.0 FTE) in two areas: Medicaid Services and Community Health Services.

**Please discuss the effect on the overall student experience if the fee increase request is denied**

Without the fee request, we will have to look to minimize services as demand continues to soar. Nationally, Counseling Centers and Prevention services are experiencing record demand. This is also true for NC State. In the past six years alone, there has been a 56% increase in students seeking services at the counseling center (from 3,833 students to 5,979 students seen). CARES case reporting has provided the following trend data for the past four years: students reporting suicidal thoughts up 60%; students reporting a suicide attempt up 93%, students reporting depression and extreme sadness up 129%, 63 students hospitalized last year for mental health reasons. In the previous 3 years, SHS has responded to incidents including the COVID-19 pandemic, 3 large norovirus outbreaks, back-to-back significant influenza seasons in 2018-19 and 2019-20, and 3 zoonotic disease exposures at CVM. The response to these incidents require a community health strategy beyond the brick and mortar of the Student Health Center. Up until 2020, there were approximately 500 students who opted out of the mandatory insurance program because they had Medicaid. Many of these students reside, when not on campus, in underserved, marginalized communities or are supported by low- to middle-income families who cannot afford private insurance. It is expected that this population of students will grow in the next 2-3 years at a higher rate than previously experienced.



**FEE REQUEST FORM**

**NCSU**

**Thompson Hall Debt Service Fee**

**2021-22**

	Prior Years		2021-22	
	2019-20 Fee	2020-21 Fee	Requested Change	Proposed 2021-22 Fee
<i>Estimated Student FTE Applicable to Fee - 2021-22</i>	28,433.00			
	\$38.00	\$38.00	-\$38.00	\$0.00
			Projected 2021-22	
	Actual 2019-20	Projected 2020-21	With Change	Without Change
<b>Beginning Fund Balance</b>	-	-	-	-
<b>Revenues:</b>				
Fee Revenues	1,087,370	1,080,454	-	1,080,454
Other Revenues	-	-	-	-
<b>Total Revenues</b>	<b>1,087,370</b>	<b>1,080,454</b>	<b>-</b>	<b>1,080,454</b>
<b>Expenditures:</b>				
Personnel	-	-	-	-
Supplies & Materials	-	-	-	-
Current Services	-	-	-	-
Fixed Charges	-	-	-	-
Capital Outlay	-	-	-	-
Other*	1,087,370	1,080,454	-	1,080,454
<i>* Provide explanation</i>	<i>Debt service expense.</i>			
<b>Total Expenditures</b>	<b>1,087,370</b>	<b>1,080,454</b>	<b>-</b>	<b>1,080,454</b>
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FTE (associated with fee)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

*If new positions are being created, please document the specific positions and related responsibilities.*

**Justification for Proposed Fee Increase (include additional information on Form C tab if needed)**

The existing debt service fee of \$38.00 per year for Thompson Hall is scheduled to expire (i.e. debt balance paid off) in June 2021. As a result, the debt service fee is scheduled to decrease by -\$38.00 per year for FY 2021-22.

**Please discuss the effect on the overall student experience if the fee increase request is denied**

# REPORTS

## NCSU Faculty Senate Board of Trustees Report 20 October 2020

Hans Kellner, Chair of the Faculty

The semester is, as the Chancellor put it, "a weird time for all of us." It is especially weird for the faculty, who are mainly doing their work from spaces not intended for that purpose and with technology inadequate for university level pedagogy.

Although we have cardboard cut-outs of fans at football games, we do not expect them to rush the field after a victory, tear down the goal posts, or cheer in a deafening way. Teaching via Zoom is like this. It a huge challenge, and can be done more or less well, but it isn't the real thing.

Still, it is remarkable that it can be done at all. Every one of us has his or her separate problems, despite the university's outstanding support. As we Faculty Chairs across the System discuss our situations, I can attest that none are better served than NC State -- not only our DELTA forces in academic technology, but also the diverse efforts in the colleges and departments, offering workshops and other aids to faculty. I have attended a dozen of these sessions; they are the result of work beyond what is in anyone's academic job description and we are grateful to our colleagues for this.

In this environment of challenge and faculty response, faculty governance here has done what it can to keep the faculty informed and involved -- a difficult task, since personal contact is the key to all communication on campus. Last month, our (virtual) meetings brought the new chief of campus police to the Senate to set out his views on policing a university at this time. The Vice Provost for Institutional Equity

and Diversity presented her plans for a Racial Equity Summit, which began last week. The following meetings in September welcomed the Chancellor's new Chief of Staff, with whom you must all be acquainted, and heard the plans for a "Pack for Emergency Employee Relief Program" (PEER) intended to provide short-term loans to faculty and staff in need of temporary assistance. This project has been promoted by the Chair-Elect of the Faculty, Professor Jade Berry-James. DELTA also provided an overview of its available resources for online teaching, and they are impressive. By the end of September, budget realities had struck the university, and furloughs and salary reductions were the order of the day in the auxiliary enterprises. The Senate invited Vice Chancellor Maimone and Athletic Director Corrigan to describe for the faculty the extent of auxiliary enterprises, including athletics, the largest of them. It was an informative meeting, and accompanies the beginnings of a reborn Budget Advisory Committee, which the Senate called for at the end of spring semester. This group, composed of faculty, staff, students and administrators, will hold its second meeting soon.

The General Faculty meeting, via Zoom, was held on 13 October, and posed the question: "What have we learned?" Dealing with the response and planning for Covid-19 and the experiences of the spring semester, the meeting saw Dr Julie Casani (Student Health), Amy Orders (Emergency Management), and Lisa Zapata (Student Affairs) join the Chancellor and Provost to respond to questions from a sometimes skeptical faculty. The next Senate meeting will feature Louis Hunt, who, as university registrar, has been at the center of planning for many years. Hunt has announced his retirement and should have a lot to tell us about his position and its



changing demands. In other faculty-related affairs, the University Lifelong Faculty Involvement Committee is looking into the status of non-emeritus faculty retirees, and what privileges they ought to have.

The standing committees of the Senate have dealt with a variety of issues of concern. Academic Policy resolved a matter of whether acceptance of a small stipend for a book index made the author give up any royalties. The final exam policy has been changed from three hours to 2.5. Personnel Policy has discussed proposed changes in regulations that govern promotion and tenure matters in light of the current pandemic situation. GoCoRe (Governance-Communication-Recruitment) has dealt with many things, notably the options for increasing faculty awareness of the Senate in the world of Zoom. Resources and Environment participate in the budget advisory meetings and have discuss campus naming matters.

The Faculty Assembly of leaders and elected representatives from the faculties of the 17 institutions of the System has been active, as well. President Hans stressed his desire of help and advice from the faculties and answered a number of questions, particularly about the changes in the method of selecting Chancellors. He particularly reiterated the individuality of the campuses. Governor Darrell Allison, who later resigned from the Board, laid out the work of the Racial Equity Task Force at the System level. Under different leadership this task force is currently holding Town Halls across the system. The process is just starting, we are told. Many matters were brought to the assembly, but none was more important than the concern about mental wellness among faculty (and, indeed, all elements of campus life). The stresses that accompany the pandemic campus need addressing,

regulations need adjustment, as do employee assistance, child care, and career clocks. Our university is making the effort to introduce more flexibility into faculty career paths, and to advertise better the assistance offered for mental wellness. Many are just "Zoomed out."

The Faculty Chairs from across the system meet regularly to relate the situation on their campuses and to develop pro-faculty items. A major project of the last two years has been revision of the Principles of Shared Governance, which have been approved by the Assembly and System. Communication is also a crucial challenge, on subjects from salaries to selection of Chancellors.

The Chair of the Faculty here at State is part of everything, it seems, from University Council to the Hazardous Waste committee -- the range of university topics is large. My final word is this: our condition at this moment is not really acceptable. The work of faculty governance depends on personal, face-to-face, relationships, when poets meet engineers, and social work meets crop science. This we do not have with Zoom; an important part of our work is frustrated. So I believe we must keep our eyes on and plan for the future, after the era of remote teaching.

Honorable Trustees,

The NC State Staff Senate continues to forge ahead with its goals and priorities even in the midst of COVID-19 and budget constraints.

Our annual retreat titled “Staff Senate Leading During this Time of Change” was held virtually on August 26, 2020, with more than 70 senators present. While we are having to do things differently this year, we were excited that we could connect even if it was virtual.

#### Staff Senate Retreat highlights

- We kicked off the retreat with remarks from past chairs as we proudly celebrated the 25th year anniversary of the staff senate.
- Stephanie Davis, Assistant Director Learning & Organizational Development led us in our first exercise centered around our theme, “Staff Senate Leading During this Time of Change.
- Senators were sent to break out rooms to discuss the following questions:
  - What does the Staff Senate theme mean to them and what were the common themes: Some of the common themes were innovation, flexibility, unafraid to be the voice of the constituents, collaboration, focusing on positivity and stability.
  - And then finally, how can the Staff Senate influence change to create positive outcomes and results? By maintaining open communication with constituents and taking concerns and issues to appropriate staff/administrators. But above all, being present and engaged.

During the annual retreat, administrative updates were given by Chancellor Woodson and Associate Vice Chancellor Marie Williams.

Chancellor Woodson discussed the following:

- NC State’s response to the COVID-19 Pandemic.
- Budget Updates.
- Diversity and Inclusion at NC State.
- Dedication to Sustainability.

Associate Vice Chancellor Marie Williams discussed the following:

- University Human Resources commitment to promoting a culture of diversity, equity and inclusion.
- Working closely with Environmental Health, Public Safety, Student Health and University Leadership in promoting the policies and workplace safety guidelines during the COVID-19 pandemic.
- Provided helpful COVID-19 resources for our faculty and staff.

In both of their beginning and ending comments, Chancellor Woodson and Associate VC Marie Williams thanked the Staff Senate for leadership, advocacy and diligence. Chancellor Woodson assured us again that the health, safety and well-being of our Wolfpack community was a top priority in making decisions relating to the COVID-19 pandemic.

A presentation was also given by Sheri Schwab, Vice Provost for Institutional Equity and Diversity. Sheri expressed gratitude for the Staff Senate reaching out and asking for ways that we could help in these very intense times.

She then conducted a presentation on Racial Equity and Diversity, Equity and Inclusion at NC State.

We wrapped up the retreat feeling encouraged that even though the way we do things may look different during the pandemic, we have the resources and support to lead effectively during this challenging time in our lives.

#### September Activities:

- Continuing to work collaboratively with the faculty senate to establish an Employee Emergency Fund, which with the Chancellor's endorsed support will be established in the new year.
- Convened a Zoom meeting for Staff Senators to discuss the NC State Strategic Plan Task Force reports with an opportunity for public comment.
- Reviewed available resources for assisting staff in professional development and continuing education goals.
- In collaboration with University Human Resources, communicated resources available to support our furloughed employees in some of the university's auxiliary units.

#### October Activities:

- Solicited staff participation in UNC System Racial Equity Task Force upcoming virtual town halls.
- Represented Staff on the Guiding Coalition for Racial Equity Summit. The Coalition is one of several groups that has been working since summer to plan the event.
- Represented the Staff Senate in the University's Racial Equity Summit conducted on October 15th.
- Continuing to host and support Learn at Lunch virtual meetings for our employees.
- Staff Senate Connections, our monthly newsletter, continues to provide resources for campus as well as our NC State extension office.
- Provide staff representation on the University Budget Advisory Committee and Transportation Advisory committee.
- Continue to have weekly meetings with Chancellor Woodson along with the Faculty Senate chair and weekly meetings with the Executive Briefing committee.

While COVID-19 has made this year particularly challenging, we continue to enhance, enrich and encourage a sense of community among all university staff employees. We are excited about three upcoming service initiatives, Feed the Pack-Food Pantry, Coat/Clothes Drive and Toys for Tots.

The Staff Senate continues to be the conduit for our staff to let their voices be heard.

Respectfully Submitted,

Pat Gaddy, Staff Senate Chair



# NC State University Certificate Proposal Form

Certificate Title: **Graduate Certificate In Regulatory Science in Agriculture**

New: ☒

Revision: ☐

Classification of Instructional Programs (CIP) Discipline # (6 digits): **01.9999**

\*Please ensure that you select the appropriate CIP code for your certificate program. Please consult this website for more information about CIP codes:

<https://nces.ed.gov/ipeds/cipcode/default.aspx?y=55>

Certificate Type:

On-Campus: ☐

Distance: ☐

On-Campus & Distance: ☒

Proposed Effective Date: **January 2021**

Director of the Certificate Program: **Keith Edmiston**

Program Coordinator (if different from Director): **Rich McLaughlin**

Graduate Services Coordinator: **Angie Barefoot**

College: **College of Agriculture and Life Science**

Department/Program: **Crop and Soil Science**

Catalog Description:

Regulatory Science is a field critical to the advancement of responsible technologies for agriculture from concept, through research and development, to commercialization, and throughout a technology's life. The Graduate Certificate in Regulatory Science in Agriculture is an interdisciplinary certificate bringing together science and policy. Students will learn the science, techniques and policies underpinning agriculture regulation as well as risk management, compliance, data assessment, and regulatory communications.

Enrollment:

Continuing  
New

On-Campus

Yr. 1-0 Yr. 2-5 Yr. 3-5 Yr. 4-10  
Yr. 1-5 Yr. 2-5 Yr. 3-10 Yr. 4-10

Distance

Yr. 1-0 Yr. 2-5 Yr. 3-5 Yr. 4-10  
Yr. 1-5 Yr. 2-5 Yr. 3-10 Yr. 4-10

Attachments:

- ☒ Proposal Document
- ☐ Statement of other departments likely to be affected and summary of consultation with those departments
- ☒ Program-level assessment
- ☐ Campus Routing Form
- ☐ Signature Page

## **Graduate Certificate In Regulatory Science in Agriculture**

### **Introduction**

Regulatory Science is a field critical to the advancement of responsible technologies for agriculture from concept, through research and development, to commercialization, and throughout a technology's life.

Recognizing the importance of Regulatory Science to future innovation in agriculture and recognizing the leadership position that NC State has established in the arena of agricultural technology and innovation, the development of a Certificate Program in Regulatory Science in Agriculture is proposed.

In today's climate, it is critical that "boots-on-the-ground" science is well represented to ensure regulatory decisions at all levels are informed through the best available science. This program will serve as a learning opportunity for students to interact with, and learn from, leaders in the respective fields that interact within regulatory science as it relates to agriculture.

We will assure an educated regulatory community, and one that is grounded in state-of-the-art science, by utilizing our networks and University systems to help train the next generation of scientists and regulatory professionals fully integrating our public private partnership in the regulatory pathway.

### **Program Overview**

Currently, there is a lack of university programs in regulatory science specifically related to agriculture. We are developing a new program that will provide undergraduate, graduate, and continuing education opportunities in regulatory science, and also provide a forum for the advancement of regulatory science in agriculture. We will build on the wealth of opportunities already offered in CALS to provide a "Graduate Certificate in Regulatory Science in Agriculture".

A pillar of the proposed initiative is workforce development and training the next generation of scientists in key regulatory roles and safe innovations in agriculture. Program graduates are expected to take regulatory leadership roles in industry, government, and non-governmental organizations as well as in academia. We will work with our industry and Federal partners to continue to develop the curriculum and programs that fit their needs as employers. Required coursework will include existing and newly created courses in crop science, toxicology, aquatic ecology, etc.

### **Intent of the Graduate Certificate**

Professionals who hold a Certificate in Regulatory Science in Agriculture from NC State will be able to demonstrate to current and future employers their evidence of mastery of the concepts of regulatory science. Students will learn the science, techniques and policies underpinning agriculture regulation as well as risk management, compliance, data assessment, and

regulatory communications. This certificate is intended for those students who have completed a BS degree in agriculture, food or life science and need additional training in regulatory sciences in their respective fields. Students currently enrolled in a graduate degree will also be eligible to complete the certificate.

## Market for Graduates

The Certificate for Agriculture Regulatory Science will support students who have completed a BS degree either in agriculture, food or life science. There is also a potential market for students currently enrolled in a graduate program. Searches of CareerShift, a national job database, using the keywords "agriculture regulatory science" produced 193 available positions on Sept. 8, 2018. The results included such positions as "Regulatory Affairs Specialist (Monsanto)" and "Regulatory Compliance Manager (Blue Apron)."

To provide a more specific estimation of potential market for a regulatory science certificate, we surveyed 254 individuals working in a broad range of agriculture and life science companies. We received 107 completed surveys, representing a 42% return rate. The excellent response rate is likely indicative of high interest in this topic. Of respondents, 93% said that one or more of employees in their company would like to get additional training in regulatory science in agriculture with 43% for indicating that one to two employees would be interested, 30% for 3 to 10 employees, and 20% for 11 or more employees.

Estimate for future demand was similarly high with 91% of respondents indicating that one or more future positions in their company would require or benefit from training in regulatory science in agriculture. Of these, 30% indicated that one to two employees would be interested, 37% for 3 to 10 employees, and 24% for 11 or more employees.

The majority of respondents (48%) thought that the need for people with training in regulatory science in agriculture will increase slightly over the next 5 to 10 years and 28% thought demand would increase substantially. Twenty-three percent thought demand would stay the same and one person (1%) thought demand would decrease.

Of the areas within agricultural, respondents were most interested in regulatory affairs (81%), compliance, regulation, policy and law (77%), risk management (66%), crop protection (58%), biologicals (56%), trait/gene editing (41%), and regulatory writing (39%) (respondents were allowed to select more than one area of interest). Two other areas were mentioned: eco and health risk assessment principles and GLP and conduct or monitoring of actual GLP scientific studies required for ag chem registration.

Enrollment Projection (note that there is a companion undergraduate certificate with additional students projected):

	Year 1	Year 2	Year 3	Year 4
On campus	5	10	15	20
Via distance education	5	10	15	20

## **Academic Requirements for Participants**

*Required Core Courses.* Students must complete the following courses (9 credits):

CS 518 - Introduction to Regulatory Science in Agriculture (3 credits)

CS 528 - Advanced Regulatory Science in Agriculture (3 credits)

AEC 592 - Agricultural Chemical Risk Assessment (3 credits)

These courses were co-developed with industry partners, with a goal of having a working knowledge of regulatory science for students interested in jobs in agricultural science arena. Industry partners and faculty felt that this type of training would allow students to compete for agricultural regulatory science related jobs. In addition, students who desire to work in agricultural industries would greatly benefit from knowing how their expertise must interact with the regulatory arena in order to be successful. Crop protection chemistry, agricultural biotechnology, biological-based products, and waste management topics will be covered with emphasis on regulatory frameworks, policies, bio-politics, safety assessments, stewardship, compliance and a myriad of other topics.

*Elective Courses.* Students must complete at least 6 credits from the following list:

BCH 552: Experimental Biochemistry

BCH 553: Biochemistry of Gene Expression

BEC 575 - Global Regulatory Affairs for Medical Products

CS 725 - Pesticide Chemistry

CS 727 - Pesticide Behavior and Fate in the Environment

EA 501 - Environmental Stressors

EA 502 - Environmental Risk Assessment

EA 503 - Environmental Exposure Assessment

EA 504 - Environmental Monitoring and Analysis

EA 505 - Environmental Assessment Law and Policy

PA 507 - The Public Policy Process

PA 550 - Environmental Policy

PA 552 - Science & Technology Policy

PA 763 - Public Policy Process

SSC 562 - Environmental Applications of Soil Science

SSC 720 - Soil and Plant Analysis

TOX 501 - Principles of Toxicology

TOX 620 - Special Problems (maximum of 3 hours can count toward certificate)

TOX 710 - Molecular and Biochemical Toxicology

## **Proposing Department and Program Coordinator**

Keith Edmisten

Professor

Crop and Soil Sciences

College of Agriculture and Life Science



## **Application Process**

Apply for admission to the graduate certificate program via the Graduate Application Portal ([grad.ncsu.edu/apply/](http://grad.ncsu.edu/apply/)). To register for courses as a non-degree student, go to the Non-Degree Studies website ([registrar.ncsu.edu/nds/](http://registrar.ncsu.edu/nds/)). Courses are offered online in Fall and Spring.

To qualify for admission to the Graduate Certificate in Regulatory Science in Agriculture, students must have completed a BS degree in the sciences or engineering, including agriculture, biology, food, genetics, and life sciences from a regionally accredited university or a degree in a public affairs or political science related major. Students currently enrolled in a graduate degree program will also be eligible to complete the certificate.

Students must have at the time of application a 3.0 grade point average in their BS degree.

Please note that although academic success in the certificate might have a strong bearing on admission to a degree program, completion of the certificate program in no way guarantees entry into a graduate degree program, which is done through a separate application process.

## **Graduate Certificate Completion**

Students must complete fifteen (15) hours of coursework and have a minimum of 3.000 grade point average (GPA) on all certificate coursework. The minimum grade to receive certificate credit for a course can be no lower than B-. Students who take letter-graded 500- and 700-level courses do not have the option of taking the courses for 'credit only' if they intend for the courses to be part of the graduate certificate.

Transfer credit from other institutions is not allowed for the graduate certificate. All course work must be registered through NC State University.

Up to twelve (12) hours of post-baccalaureate student (PBS) coursework, if not already used in another graduate program, may be transferred into the Graduate Certificate. All coursework must carry a grade of B- or better.

Up to twelve (12) hours of coursework taken while in another graduate program at NC State may be applied towards the Graduate Certificate. All such coursework must carry a grade of B- or better.

All certificate requirements must be completed within four (4) calendar years, beginning with the date that the student commences courses applicable to the certificate.

A student may obtain more than one certificate. Each certificate must have a least nine (9) credit hours that are unique to it.

## **Assessment Plan**

This graduate level program will train students to 1) Identify and describe the major agricultural regulatory science principles, processes, and technologies and 2) apply agricultural regulatory

science principles, processes, and technology to practical agriculture, food and life science questions in industry, governmental, non-governmental and academics settings.

**Outcomes:**

**1. Upon completion graduates will be able to:**

<b>Outcome</b>	<b>Evidence to be collected</b>	<b>Source of evidence</b>	<b>Frequency of collection</b>
Identify and describe the major agricultural regulatory science principles, processes, and technologies.	Examinations and written papers in core courses for this certificate	Students	Every other year
Apply agricultural regulatory science principles, processes, and technology to practical agriculture, food and life science questions in industry, governmental, non-governmental and academics settings	Projects in core courses for this certificate	Students	Every other year

**2. Upon completion graduates will:**

<b>Outcome</b>	<b>Evidence to be collected</b>	<b>Source of evidence</b>	<b>Frequency of collection</b>
Be satisfied with the usefulness of the certificate program in enabling them to achieve their professional goals	Exit survey administered by Graduate School	Graduate School	Every other year
Be satisfied with the certificate program to recommend it to others with the same professional goals	Exit survey administered by Graduate School	Graduate School	Every other year
Be satisfied with the appropriateness of the courses in providing the knowledge or training they anticipate	Exit survey administered by Graduate School	Graduate School	Every other year

needing for their professional goals			
Be satisfied with the frequency and timeliness of courses offered for the certificate	Exit survey administered by Graduate School	Graduate School	Every other year
Be satisfied with the quality of teaching in certificate courses	Exit survey administered by Graduate School	Graduate School	Every other year
Be satisfied with the overall educational experience of the certificate program	Exit survey administered by Graduate School	Graduate School	Every other year

## NC State University Certificate Proposal Form

Certificate Title: **Undergraduate Certificate – Regulatory Science in Agriculture**

New: ☒

Revision: ☐

Classification of Instructional Programs (CIP) Discipline # (6 digits): **01.9999**

\*Please ensure that you select the appropriate CIP code for your certificate program. Please consult this website for more information about CIP codes:

<https://nces.ed.gov/ipeds/cipcode/default.aspx?y=55>

Certificate Type:

On-Campus: ☐

Distance: ☐

On-Campus & Distance: ☒

Proposed Effective Date: **1 July 2020**

Director of the Certificate Program: **Keith Edmiston**

Program Coordinator (if different from Director): N/A

Undergraduate Services Coordinator: **Brittany DesLauriers**

College: **College of Agriculture and Life Science**

Department/Program: **Crop and Soil Science**

Catalog Description:

Regulatory Science is a field critical to the advancement of responsible technologies for agriculture from concept, through research and development, to commercialization, and throughout a technology's life. The Undergraduate Certificate in Regulatory Science in Agriculture is an interdisciplinary certificate bringing together science and policy. Students will learn the science, techniques and policies underpinning agriculture regulation as well as risk management, compliance, data assessment, and regulatory communications.

Enrollment:

Continuing

New

On-Campus

Yr. 1-0 Yr. 2-2 Yr. 3-4 Yr. 4-4

Yr. 1-2 Yr. 2-2 Yr. 3-2 Yr. 4-2

Distance

Yr. 1-0 Yr. 2-4 Yr. 3-4 Yr. 4-4

Yr. 1-2 Yr. 2-2 Yr. 3-2 Yr. 4-2

Attachments:

- ☒ Proposal Document
- ☐ Statement of other departments likely to be affected and summary of consultation with those departments
- ☒ Program-level assessment
- ☐ Campus Routing Form
- ☐ Signature Page



## **Undergraduate Certificate – Regulatory Science in Agriculture**

### **Introduction**

Regulatory Science is a field critical to the advancement of responsible technologies for agriculture from concept, through research and development, to commercialization, and throughout a technology's life.

Recognizing the importance of Regulatory Science to future innovation in agriculture and recognizing the leadership position that NC State has established in the arena of agricultural technology and innovation, the development of a Certificate Program in Regulatory Science in Agriculture is proposed.

In today's climate, it is critical that "boots-on-the-ground" science is well represented to ensure regulatory decisions at all levels are informed through the best available science. This program will serve as a learning opportunity for students to interact with, and learn from, leaders in the respective fields that interact within regulatory science as it relates to agriculture.

We will assure an educated regulatory community, and one that is grounded in state-of-the-art science, by utilizing our networks and University systems to help train the next generation of scientists and regulatory professionals fully integrating our public private partnership in the regulatory pathway.

### **Program Overview**

Currently, there is a lack of university programs in regulatory science specifically related to agriculture. We are developing a new program that will provide undergraduate, graduate, and continuing education opportunities in regulatory science, and also provide a forum for the advancement of regulatory science in agriculture. Initially, we will build on the wealth of opportunities already offered in CALS to provide a "Undergraduate Certificate in Regulatory Science in Agriculture".

A pillar of the proposed initiative is workforce development and training the next generation of scientists in key regulatory roles and safe innovations in agriculture. Program graduates are expected to take regulatory leadership roles in industry, government, and non-governmental organizations as well as in academia. We will work with our industry and Federal partners to continue to develop the curriculum and programs that fit their needs as employers. Required coursework will include existing and newly created courses in crop science, toxicology, aquatic ecology, etc.

## **Intent of the Undergraduate Certificate**

Professionals who hold a Certificate in Regulatory Science in Agriculture from NC State will be able to demonstrate to current and future employers their evidence of mastery of the concepts of regulatory science. Students will learn the science, techniques and policies underpinning agriculture regulation as well as risk management, compliance, data assessment, and regulatory communications. This certificate is intended for those students who are currently in a BS degree in agriculture, food or life science and need additional training in regulatory sciences in their respective fields.

## **Market for Graduates**

The Certificate in Regulatory Science in Agriculture will support students who are currently enrolled in a BS degree either in agriculture, food or life science or as a Non-Degree Studies (NDS) student. Searches of CareerShift, a national job database, using the keywords "agriculture regulatory science" produced 193 available positions on Sept. 8, 2018. The results included such positions as "Regulatory Affairs Specialist (Monsanto)" and "Regulatory Compliance Manager (Blue Apron)." In reference to this certificate, Sara Lane, CALS Coordinator of Career Service stated "I've talked to so many employers in our industry who are desperate to hire professionals in regulatory affairs and data science, but they have tremendous difficulty finding people who have those skillsets and who understand agriculture and life science."

To provide a more specific estimation of potential market for a regulatory science certificate, we surveyed 254 individuals working in a broad range of agriculture and life science companies. We received 107 completed surveys, representing a 42% return rate. The excellent response rate is likely indicative of high interest in this topic. Of respondents, 93% said that one or more of employees in their company would like to get additional training in regulatory science in agriculture with 43% for indicating that one to two employees would be interested, 30% for 3 to 10 employees, and 20% for 11 or more employees.

Estimate for future demand was similarly high with 91% of respondents indicating that one or more future positions in their company would require or benefit from training in regulatory science in agriculture. Of these, 30% indicated that one to two employees would be interested, 37% for 3 to 10 employees, and 24% for 11 or more employees.

The majority of respondents (48%) thought that the need for people with training in regulatory science in agriculture will increase slightly over the next 5 to 10 years and 28% thought demand would increase substantially. Twenty-three percent thought demand would stay the same and one person (1%) thought demand would decrease.

Of the areas within agricultural, respondents were most interested in regulatory affairs (81%), compliance, regulation, policy and law (77%), risk management (66%), crop protection (58%), biologicals (56%), trait/gene editing (41%), and regulatory writing (39%) (respondents were allowed to select more than one area of interest). Two other areas were mentioned: eco and health risk assessment principles and GLP and conduct or monitoring of actual GLP scientific studies required for ag chem registration.

Enrollment Projection (note that there is a companion graduate certificate with additional students projected):

	Year 1	Year 2	Year 3	Year 4
On campus	2	4	6	6
Via distance education	2	4	6	6

## **Academic Requirements for Participants**

*Required Core Courses.* Students must complete the following courses (6 credits):

CS 418 - Introduction to Regulatory Science in Agriculture  
CS 428 - Advanced Regulatory Science in Agriculture

These courses were co-developed with industry partners, with a goal of bringing Regulatory Science topics front of mind for students in the field of agricultural science. In the areas of crop protection chemistry, agricultural biotechnology, and biological-based products, topics covered included; regulatory frameworks, policies, bio-politics, safety assessments, stewardship, compliance and a myriad of other topics.

*Elective Courses.* Students must complete at least 9 credits from the following list:

BEC 475 - Global Regulatory Affairs for Medical Products  
ENG 331 - Communication for Engineering and Technology  
ES 400 - Analysis of Environmental Issues  
ET 310 - Environmental Monitoring and Analysis  
MT 381 - Medical Textile and the Regulatory Environment  
NR 484 - Environmental Impact Assessment  
PB 480 - Introduction to Plant Biotechnology  
PS 310 - Public Policy  
PS 314 - Science, Technology and Public Policy  
SSC 200 - Soil Science  
TOX 401 - Principles of Toxicology  
TOX 415 - Environmental Toxicology and Chemistry

## **Proposing Department and Program Coordinator**

Keith Edmisten  
Professor  
Crop and Soil Sciences  
College of Agriculture and Life Science

## **Application and Registration**

For information about application and course registration, interested parties should contact the Crop & Soil Sciences Department Undergraduate Programs Office at 919-515-5820 or by email at [cropsoil-undergraduate-office@ncsu.edu](mailto:cropsoil-undergraduate-office@ncsu.edu)

To qualify for admission to the Undergraduate Certificate in Regulatory Science in Agriculture, students must be currently enrolled in a BS degree either in agriculture, food or life science or

as a Non-Degree Studies (NDS) student. Students must have at the time of application a 3.0 grade point average in their BS degree.

### **Undergraduate Certificate Completion**

Students must complete fifteen (15) hours of coursework and have a minimum of 3.0 grade point average (GPA) on all certificate coursework. The minimum grade to receive certificate credit can be no lower than B-. Students do not have the option of taking the courses for 'credit only' if they intend for the course to be part of the undergraduate certificate.

Transfer credit from other institutions is not allowed for the undergraduate certificate. All course work must be registered through NC State University.

Up to twelve (12) hours of non-degree studies (NDS) coursework, if not already used in another program, may be transferred into the Undergraduate Certificate. All coursework must carry a grade of B- or better.

Up to twelve (12) hours of coursework taken while in another undergraduate program at NC State may be applied towards the Undergraduate Certificate. All such coursework must carry a grade of B- or better.

All certificate requirements must be completed within four (4) calendar years, beginning with the date that the student commences courses applicable to the certificate, unless a more restrictive time limit has been established by the program or academic college/school.

A student may obtain more than one certificate. Each certificate must have a least nine (9) credit hours that are unique to it.

### **Assessment Plan**

This undergraduate level program will train students to 1) Identify and describe the major agricultural regulatory science principles, processes, and technologies and 2) apply agricultural regulatory science principles, processes, and technology to practical agriculture, food and life science questions in industry, governmental, non-governmental and academics settings.



**Outcomes:**

**1. Upon completion graduates will be able to:**

<b>Outcome</b>	<b>Evidence to be collected</b>	<b>Source of evidence</b>	<b>Frequency of collection</b>
Identify and describe the major agricultural regulatory science principles, processes, and technologies.	Examinations and written papers in core courses for this certificate	Courses	Every other year
Apply agricultural regulatory science principles, processes, and technology to practical agriculture, food and life science questions in industry, governmental, non-governmental and academics settings	Projects in core courses for this certificate	Courses	Every other year

**2. Upon completion graduates will:**

<b>Outcome</b>	<b>Evidence to be collected</b>	<b>Source of evidence</b>	<b>Frequency of collection</b>
Be satisfied with the usefulness of the certificate program in enabling them to achieve their professional goals	Exit interview	Department of Crop and Soil Sciences	Every other year
Be satisfied with the certificate program to recommend it to others with the same professional goals	Exit interview	Departmental exit interview	Every other year
Be satisfied with the frequency and timeliness of courses offered for the certificate	Exit interview	Departmental exit interview	Every other year
Be satisfied with the quality of teaching in certificate courses	Exit interview	Departmental exit interview	Every other year
Be satisfied with the overall educational experience of the certificate program	Exit interview	Departmental exit interview	Every other year

## **1. Statement of Justification for Program**

The English Department's Communication in the Workplace studies from the years of 1996-2018 have demonstrated consistently that writing skills are crucial to workplace success and advancement. While most students gain useful training through advanced writing requirements in their majors, one or two writing courses often is not enough to learn and practice techniques for successful writing and editing on the job. Employees often seek out additional writing instruction after completing their undergraduate degrees.

In order to meet this demand, the Department of English proposes to reinstate an undergraduate certificate program in Professional Writing that has long been tailored to non-degree-seeking (NDS) students looking to strengthen their skills in writing, editing, and document design for professional contexts. It emphasizes clear and accurate writing, editorial skills such as proofing and revising, and basic techniques needed for publication in professional contexts.

To provide history, we seek to re-establish an undergraduate certificate program that predates the official standardization of certificate programs at NC State and has over time fallen out of approval status. In 1980, Provost Nash N. Winstead first approved our undergraduate certificate on an "experimental basis." After a 2-year review period in 1982 the UCCC recommended a 2-year extension to the program's experimental status because NC State was planning a standardization of all Undergraduate Certificate programs. In 1987 Associate Provost Murray S. Downs officially approved our Undergraduate Certificate Program in Professional Writing after revisions to bring it into compliance with new guidelines (see Attachment, 1987 approval form).

Since the late 1980's, the Department of English has enrolled NDS students in courses associated with our program and has recognized many students as having met the requirements of our certificate; however, we have learned that the university no longer formally recognizes our program on its list of certificate programs. The goal of this proposal is thus to reinstate an already-functioning program for which we know there is demand. Currently, 13 non-degree-seeking students are actively taking courses associated with our Professional Writing Certificate, and 39 students have filled out an interest form to begin the enrollment process.

The demand for improving communication skills on the job is steady and unmet by existing programs. The program provides members of the public access to extensive technological resources of NC State to improve their written communication skills, including our libraries, data visualization labs, and software programs. The program further increases the public's direct access to experts in journalism, technical and professional writing, creative writing, and rhetoric and allows for sustained contact and learning experiences. Finally, the program introduces working professionals to additional degree avenues at NC State and has become a recruiting tool for bringing students into our Masters of Science degree program in technical communication.

## **2. Statement of Program Objectives/Outcomes**

Students who earn the Undergraduate Certificate in Professional Writing will:

- Identify fundamental techniques and strategies for successful editing and document design practices
- Design and practice effective written communication appropriate for workplace contexts
- Apply written communication knowledge and design skills to the domains of journalism, technical communication, or creative writing

## **3. Proposed Revision(s) with Reasons**

N/A

#### **4. List of Program Requirements / see Attached Format B**

1. Non-degree student status
2. Five courses, including 2 required courses and 3 electives
  - a. Requirement One: Two required core courses
    - i. ENG 214: Introduction to Editing
    - ii. ENG 314: Technical Document Design and Editing
  - b. Requirement Two: Three elective courses from this list (note that the elective courses enable students to “cluster” electives in the areas of technical communication, journalism, or creative writing):
    - i. ENG 317 Designing Networked Communication
    - ii. ENG 323 Writing in the Rhetorical Tradition
    - iii. ENG 331 Communication for Engineering and Technology
    - iv. ENG 332 Communication for Business and Management
    - v. ENG 333 Communication for Science and Research
    - vi. ENG 350 Professional Internship
    - vii. ENG 316 Principles of News and Article Writing
    - viii. ENG 416 Advanced News and Article Writing
    - ix. ENG 417 Editorial and Opinion Writing
    - x. ENG 421 Computer Documentation Design
    - xi. ENG 425 Analysis of Scientific and Technical Writing
    - xii. ENG 426 Analyzing Style
    - xiii. ENG 517 Advanced Technical Writing
    - xiv. ENG 518 Publication Management
    - xv. ENG 288 Fiction Writing
    - xvi. ENG 289 Poetry Writing
    - xvii. ENG 330 Screenwriting
    - xviii. ENG 381 Creative Nonfiction Writing Workshop
    - xix. ENG 388 Intermediate Fiction Writing Workshop
    - xx. ENG 389 Intermediate Poetry Writing Workshop
    - xxi. ENG 430 Advanced Screenwriting
3. There are no other required examinations, presentations, or external learning experiences except those required by the courses listed in item #2.
4. A total of 15 hours is required.
5. Satisfactory completion of the certificate program requires:
  - a. Completion of the coursework noted above
  - b. A grade of C- or better in all courses used to satisfy the certificate requirement
  - c. An overall GPA of 2.0 or better for all courses used to satisfy the certificate requirements.

#### **5. Catalog Description of Proposed Certificate**

The undergraduate certificate program in Professional Writing is for non-degree-seeking students who wish to sharpen their publication skills and master the fundamentals of editing and writing for the workplace. The two required courses in editing and technical document design address editing, revision, planning, drafting, and designing documents for publication. Students choose three additional elective courses for the program based on their interests, and may focus their elective courses in journalism, technical writing, or creative writing.

#### **6. Number of Certificate Recipients in the Past Five Years: N/A**

#### **7. Projected Enrollment**

We expect around 65 students to enroll in the Professional Writing certificate over a five-year period. As stated above, 13 NDS students are actively pursuing courses in Professional Writing in the 2019/2020 academic year, and 39 have expressed interest in taking courses through an online enrollment form. Because there is no time limit to complete the certificate and students pursue coursework as is convenient, we project the enrollment to remain stable.

## **8. Admissions Requirements**

Applicants must have completed the first year of college English or equivalent (credit, transfer credit, or credit by exam). Applicants must be enrolled as Non-Degree Studies (NDS) students and should not be concurrently seeking a degree at NCSU during the time of certificate courses. Applicants must submit an online form to the director of Professional Writing to begin the process of enrollment, and should be enrolled as NDS students by the deadline for NDS course registration.

### **The Program Coordinator is:**

Stacey Pigg  
Director of Professional Writing  
Associate Professor of English  
131 D Tompkins Hall  
slpigg@ncsu.edu  
919-515-4117

## **9. Statement on Other Departments/Programs Likely to be Affected and Summary of Consultations:**

No other programs are likely to be negatively affected. While there are related programs at NC State, each has a different audience and set of offerings. The Graduate School's Writing Certificate is similar in its interest in fostering writing skills needed for disciplinary and professional success. However, this program is directed at current graduate students and postdocs. We consulted with Assistant Dean Laura Demarse from the Graduate School who offered her support for our proposed certificate. Similarly, the certificate in Professional Communication and Managerial Skills offered by the Communication Department is directed to a graduate-level audience and focuses specifically at the intersections of management and communication, with very different course offerings. We consulted with Professor Melissa Johnson from the Department of Communication who offered her support for our proposed certificate. Finally, the McKimmon Center's Certificate in Professional Development includes some instruction on writing practices, but their short seminar courses differ significantly in content and format from what we have proposed. We consulted with Andy Billingsley, Manager for Customized Contractual Education, who agreed that our programs target different audiences.



**Format B**

List of University Undergraduate Certificate Program Requirements

University Certificate Title: Undergraduate Certificate in Professional Writing  
Code: 16-ENGL-CPW

<u>Certificate Requirements:</u>		
<i>*List any required pre-requisites for the Certificate courses</i>		
<b><u>Required Courses: (2)</u></b>	<b><u>*Pre-requisites</u></b>	<b><u>Credit hours</u></b>
ENG 214, Introduction to Editing	ENG 101	3
ENG 314, Technical Document Design and Editing	ENG 214	3
<b><u>Elective Courses: (Choose 3)</u></b>		
ENG 317 Designing Networked Communication	ENG 101	3
ENG 323 Writing in the Rhetorical Tradition	ENG 101	3
ENG 331 Communication for Engineering and Technology		3
ENG 332 Communication for Business and Management		3
ENG 333 Communication for Science and Research		3
ENG 350 Professional Internships		3
ENG 316 Principles of News and Article Writing	ENG 101	3
ENG 416 Advanced News and Article Writing	ENG 316	3
ENG 417 Editorial and Opinion Writing	ENG 214 and 316	3
ENG 421 Computer Documentation Design	ENG 214 or 331 or 332 or 333	3
ENG 425 Analysis of Scientific and Technical Writing		3
ENG 426 Analyzing Style	ENG 101	3
ENG 517 Advanced Technical Writing	ENG 314	3

<u>Certificate Requirements:</u>		
<i>*List any required pre-requisites for the Certificate courses</i>		
ENG 518 Publication Management	ENG 517	3
<b>ENG 281 Introduction to Creative Non-Fiction</b>	ENG 101	3
ENG 288 Fiction Writing	ENG 101	3
ENG 289 Poetry Writing	ENG 101	3
ENG 330 Screenwriting	6 credit hours in writing for media, creative writing or film studies	3
ENG 381 Creative Nonfiction Writing Workshop	ENG 287, 288, or 289	3
ENG 388 Intermediate Fiction Writing Workshop	ENG 288	3
ENG 389 Intermediate Poetry Writing Workshop	ENG 289	3
ENG 430 Advanced Screenwriting	ENG 330	3
<b>Total hours required for Certificate: 15</b>		

# NC STATE UNIVERSITY

## BOARD OF VISITORS

Friday, October 9, 2020

10:00 a.m. – 1:00 p.m.

Zoom Link: <http://go.ncsu.edu/bovmeeting>

- 10:00 a.m.**      **Welcome, Approval of Minutes, and Introductions**  
*Judi Grainger, Chair of the Board of Visitors*
- 10:10 a.m.**      **Board of Trustees Update**  
*Tom Cabaniss, Chair of the Board of Trustees*
- 10:20 a.m.**      **Chancellors Update**  
*Randy Woodson, Chancellor*
- 10:45 a.m.**      **COVID-19 Updates**  
*Julie Casani M.D., Director and Medical Director of Student Health Svcs*  
*Amy Orders, Director, Emergency Management and Mission Continuity*  
*and Environmental Health and Public Safety*
- 11:00 a.m.**      **Lessons Learned & Path Forward**  
*Randy Woodson, Chancellor*
- 11:30 a.m.**      **Break**
- 12:15 p.m.**      **Legislative Update**  
*Tim Moore, Speaker of the N.C. House of Representatives*
- 12:40 p.m.**      **Athletics Update**  
*Boo Corrigan, Director of Athletics*
- 12:55 p.m.**      **Meeting Wrap Up**  
*Judi Grainger, Chair of the Board of Visitors*

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The next Board of Visitors Meeting will be Friday, March 5, 2021 at 10:00 a.m.

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**NC STATE**  
STUDENT GOVERNMENT



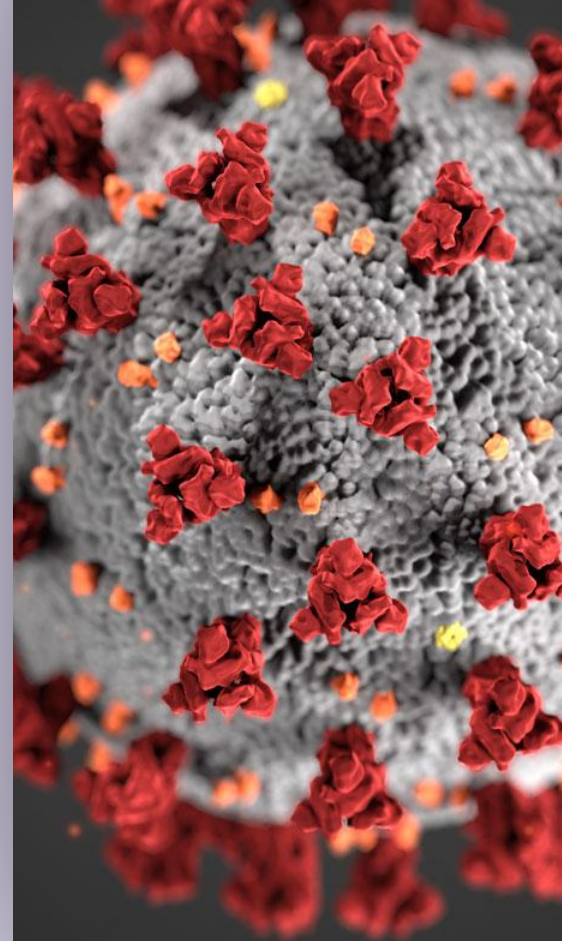
**NC STATE**  
STUDENT GOVERNMENT

**Board of Trustees | November Report 2020**



# COVID-19

- Student Forums are being held to allow for a broader base of students to have a seat at the table
- Student Government's COVID-19 Commission and Student Affairs Committee have met with DASA leadership regarding the plans for Spring semester
- SG is continuing to solicit feedback from students to relay those to appropriate University leaders
- Overall students have heavy concerns with campus reopening in regards to how healthy behaviors will be enforced
- Myself and SSP Simpson meet regularly with Chancellor Woodson and Chief of Staff Paula Gentius



# Student Senate COVID-19 Resolutions



- Passed several pieces of legislation to engage administration regarding the plans for the fall semester and the spring semester
  - R 38: An Act to Express the Student Government Opinion on the Coronavirus Situation at North Carolina State University
  - R 39: An Act in Response to the Fall 2020 University Planning and Management OF COVID-19
  - R 42: An Act to Endorse a Class Action Lawsuit Against the University of North Carolina System for Endangering Employees During the COVID-19 Pandemic
  - R 60: An Act to Request a Formal and Public Retrospective From University and System-Level Leadership

# Tuition and Fees

- Tuitions Review Advisory Committee (TRAC)
  - Co-chaired by Provost Arden & SBP Flowers
  - Approved a 2.5% increase for out of state undergraduates and graduates
    - Holding harmless financial aid and graduate support
- Student Fee Review Committee
  - Co-chaired by Dr. Zapata & SSP Simpson
  - Approved a \$38 increase for Student Health Services
    - Supporting a Medicaid program, diverse counselors, and other needed infrastructure



# Executive Initiatives

- University Housing Living and Learning Communities
  - Womxn of Color Village
  - Pride Village
  - Hub of identity based communities
- Diversity and Inclusion
  - In the 98th Session, Student Government dedicated \$27,500 to go towards cultural competency training
  - There is an in-person session that SG is looking to financially support with additional funds
- Civic Engagement
  - Government Affairs Department has worked on voter engagement & education





# Election Season

- Campuses can be a tense and polarized space throughout election season
- SG is working closely with the Office of Civic and Leadership Engagement to host Decompression sessions for students to have open dialogue about the anticipation of the results and post election emotions
- Free Expression Tunnel...

**PACK**   
**THE POLLS**



★ [go.ncsu.edu/packthepolls](https://go.ncsu.edu/packthepolls) ★

# Diversity & Inclusion

- Diversity Equity Summit
  - Undergraduate & graduate students served on the Guiding Coalition in preparation
  - The Summit was successful, students were wanting to dive deeper into their experiences
- Coalition of Black Organizations
  - Meets monthly with the Office of Institutional Equity and Diversity
  - Recent concerns: the election, social media, and access to campus resources regarding students awareness of resources supporting issues related to equity and diversity





Questions?

Melanie Flowers, Student Body President | [sbp@ncsu.edu](mailto:sbp@ncsu.edu)