

MINUTES
MEETING OF THE BOARD OF TRUSTEES
APPALACHIAN STATE UNIVERSITY

Friday, September 21, 2018
Parkway Ballroom
Plemmons Student Union

CALL TO ORDER: The Board of Trustees of Appalachian State University met in open session at the call of the Chair and the Chancellor on Friday, September 21, 2018, at 9:00 a.m. in the Parkway Ballroom of the Plemmons Student Union on the campus of Appalachian State University in Boone, North Carolina. Mr. James M. Barnes, Chair, presided and called the meeting to order.

MEMBERS PRESENT:

James M. Barnes
M. Lee Barnes, Jr.
Donald C. Beaver
John M. Blackburn
Susan M. Branch
Robert C. Hatley
Scott K. Lampe
DeJon M. Milbourne
Charles V. Murray
Mark E. Ricks
D. Kenan Smith
Carole P. Wilson

MEMBER ABSENT:

E. Bonnie Schaefer

CONSTITUENCY REPRESENTATIVES
PRESENT (ex-officio):

Barbara B. Howard, Chair
Faculty Senate
Katie S. Howard, Chair
Staff Senate
Wayne Miller, President
Alumni Council

MEDIA PRESENT:

Alex Jenson
University Communications
Anna Oakes
Watauga Democrat

CONFLICT OF INTEREST NOTICE: Chair Barnes read the following statement:

“Under the State Government Ethics Act, all voting members of the Board of Trustees have a duty to avoid conflicts of interest and appearances of conflicts. Looking at the agenda for today's meeting, does anyone know that you have a conflict of interest or an interest that would give rise to the appearance of a conflict of interest? If so, please let me know now.” [None reported]

RECOGNITION OF VISITORS: Chair Barnes welcomed Governor Philip Byers, UNC Board of Governors member, The Honorable Rebecca Eggers-Gryder, District Judge, Mr. Alex Jenson, University Communications and Ms. Anna Oakes, *Watauga Democrat*.

ADMINISTRATION OF OATH OF OFFICE: Chair Barnes recognized The Honorable Rebecca Eggers-Gryder of Watauga County, who administered the oath of office for new Trustee Mark E. Ricks.

APPROVAL OF ABSENCE: Chair Barnes stated that Trustee Schaefer was absent due to personal reasons. Upon motion duly made, seconded and approved, the absence was approved as presented.

APPROVAL OF MINUTES: The minutes of the June 22, July 20, August 22 and September 11, 2018 meetings had been delivered to all members via email. Upon motion duly made and seconded, the minutes of the meeting were approved as presented.

REMARKS FROM CHANCELLOR EVERTS: (See Attachment 1).

REPORT FROM ACADEMIC AFFAIRS COMMITTEE: Chair Barnes recognized Trustee Susan M. Branch, Chair of the Academic Affairs Committee, for this report.

Trustee Branch stated that the Academic Affairs Committee met on Thursday afternoon, and heard the following reports:

Cratis D. Williams Graduate School Update

Dr. Mike McKenzie, Dean of the Cratis D. Williams Graduate School, provided an update on the School. Dr. McKenzie was joined by two graduate students: Calvin Craig IV, Master of Arts candidate, majoring in Professional School Counseling (May 2019) and Rawdon Marroquin, Master of Arts candidate, majoring in Higher Education with a concentration in Community College and University Leadership (May 2019).

Enrollment Management

Cindy Barr, Associate Vice Chancellor for Enrollment Management, provided an enrollment update.

Academy at Middle Fork | Reich College of Education(RCOE)

Dr. Melba Spooner, Dean RCOE, and Dr. Robin Groce, Associate Professor, RCOE, Reading Education and Special Education, provided an update on the Academy at Middle Fork.

Trustee Branch indicated that this concluded the report from the Academic Affairs Committee (see Appendix A).

REPORT FROM ATHLETICS COMMITTEE: Chair Barnes recognized Trustee Robert Hatley, Chair of the Athletics Committee, for the report. Trustee Hatley reported the following:

Student-Athlete Presentations

The Athletics Committee met on Thursday afternoon, and began with presentations given by student-athletes at Appalachian. Junior student-athlete, Melany Chong from Women's Golf, and senior student-athlete, Randall Diabe from Men's Wrestling, gave the Committee insight into their transformational experiences as student-athletes at Appalachian. Melany is a Sustainable Technology major in the College of Fine & Applied Arts, while Randall is a Health Promotion major in the Beaver College of Health Sciences. Last season, both student-athletes experienced great success while representing Appalachian in their respective sports. Melany finished in first place at the Low Country Intercollegiate, while also qualifying and competing in the United States Amateur Championship. Randall also experienced great success in 2018, going undefeated in his Southern Conference dual matches, while representing the Black and Gold at the NCAA Championships last spring.

Presentation from Director of Athletics

Director of Athletics Doug Gillin, presented several updates to the Committee. Mr. Gillin discussed App State Athletics' recent community involvement, including a ten thousand dollar "Extra Yards for Teachers" grant obtained through the College Football Playoff Foundation. This collaboration between Athletics, the Reich College of Education, and Watauga County Schools will help provide additional funding to the Watauga County Teachers of the Year program. In the areas of Student-Athlete Development and Well-Being, the academic year began with a program called "Habitudes," which is intended to provide leadership and character development opportunities to Appalachian student-athletes. In addition, the Office of Equity, Diversity and Compliance completed Sexual Violence Training sessions with all student-athletes at the beginning of the fall semester. In the area of Sports Medicine, App State Athletics also continued their assessment in recent months to provide the best possible care to student-athletes. Athletics facilities enhancements were then reviewed, which include:

- Renovations in progress to the Wrestling Team Room;
- Updated renderings for the future facility in the Kidd Brewer Stadium North Endzone;
- Initial plans for Athletics Facilities at the Appalachian 105 Property; and
- The recent completion of the Women's Field Hockey Field House complex, including a Ribbon Cutting ceremony coming up this Sunday prior to the team's scheduled home match.

To conclude the meeting, Mr. Gillin provided several additional updates to the Committee:

- Recent publicity success, including App State trending in the top three nationally on Twitter during the 4th Quarter of the Football season opener at Penn State; and
- A recent announcement by App State Athletics regarding the “Each One Reach One” effort, intended to double Yosef Club membership in support of Student-Athlete Scholarships and overall Athletics Program success.

Trustee Hatley indicated he had an item for closed session and that this concluded the report from the Athletics Committee (see Appendix B).

REPORT FROM AUDIT COMMITTEE: Chair Barnes recognized Trustee Charles Murray, Chair of the Audit Committee, for the report. Trustee Murray reported the following:

Internal Audits

- Financial Audits of Internal Controls Over Banner Vendor Tables and Athletics were completed. No findings were reported.
- A review was performed regarding Administrative Requirements in Accordance with ADA Title II Regulations. Recommendations were made to further strengthen oversight and establish processes to ensure regular self-evaluation and transition planning.
- A review of compliance with University policy and the internal controls in place for the Basketball Camp Store was completed. A recommendation was made to follow University policy and procedures regarding the camp store’s collection of receipts.
- Follow-Up Reviews monitor management’s implementation of recommendations from previous audits that were performed. Six follow-up reviews were performed for this quarter and the results were summarized and discussed.
- Campus-Wide Reviews: Annual and Quarterly reviews were conducted in the areas of inventory, receipt books, cash counts, E&T fund disbursements, fixed assets, procurement card disbursements, travel expenditures and fund reconciliations. In addition, monthly reviews were conducted regarding the removal of network access for terminated employees. Recommendations were made regarding following ASU Policy concerning departmental bookkeeping, fixed assets, and travel expenditures. No other significant findings to report.

Trustee Murray also reported an update was given on external audits currently in progress, the 2018 Board of Trustees Audit Committee Certification letter was reviewed, and The Self-Assessment of Internal Controls over Financial Reporting for the Fiscal Year 2018 was discussed.

Trustee Murray indicated that this concluded the report from the Audit Committee (see Appendix C).

REPORT FROM BUSINESS AFFAIRS COMMITTEE: Chair Barnes recognized Trustee Scott K. Lampe, Chair of the Business Affairs Committee, for the report. Trustee Lampe reported the following:

Trustee Lampe stated the Business Affairs Committee had one informational item and three action items for today's Board meeting.

Write-off of Uncollectible Accounts

Associate Vice Chancellor for Finance Sharon Bell presented the annual request to write off uncollectible accounts from both the University and New River Light and Power. A very thorough process is used to attempt to collect accounts, and every attempt to collect these accounts has been exhausted. Accounts receivable write-offs are an accounting transaction. All debts owed to the University are still valid and all registration, transcript, diploma, and other holds are not removed when an account is written off.

Trustee Lampe, on behalf of the Business Affairs Committee, recommended approval of the write-off of uncollectible debt. The Committee's recommendation was approved unanimously.

Update Parking & Traffic Manual

Associate Vice Chancellor for Finance Sharon Bell presented updates to the Parking and Traffic Manual. Per NC General Statute 116-44.4, Board of Trustees approval is required for changes to the University's Parking and Traffic Manual. In addition to changes in dates, a rate increase of \$3 a month for most categories as well as some minor changes in other rates, was proposed.

Trustee Lampe, on behalf of the Business Affairs Committee, recommended approval of the Parking & Traffic Manual updates. The Committee's recommendation was approved unanimously.

Capital Projects Update

Mr. Steve Martin, Director of Planning, Design and Construction, gave an overview of the main Capital Projects progress on campus. This included status updates on the following projects: Leon Levine Hall of Health Sciences, End Zone, P3 Housing, Sanford Hall and other projects.

Millennial Campus

Chair Lampe stated the Committee requests to expand the University's millennial campus. This request will increase its Millennial Campus by approximately 90 acres on four sites.

These include:

- 1) The Old Watauga High School Property, consisting of approximately 75 acres
- 2) The Legends site, consisting of approximately 2.1 acres
- 3) Howard Street property, consisting of approximately .6 acres
- 4) Appalachian Panhellenic Hall, consisting of approximately 5.5 acres
- 5) Expansion of the existing University Hall millennial site, consisting of approximately 6.7 acres

These properties have the potential for multiple opportunities to enhance the University's research, teaching, and service missions, as well as both short-term and long-term economic development of its service area. Potential construction projects could take advantage of public/private partnerships made possible by millennial campus designation.

Trustee Lampe, on behalf of the Business Affairs Committee, recommended approval of the Resolution for the End Zone Project. The Committee's recommendation was approved unanimously.

Trustee Lampe indicated that this concluded the report from the Business Affairs Committee (see Appendix D).

REPORT FROM STUDENT AFFAIRS COMMITTEE: Chair Barnes recognized Trustee Carole P. Wilson, Chair of the Student Affairs Committee, for the report. Trustee Wilson reported the following:

Counseling and Psychological Service Center

Dr. Chris Hogan, Director of the Counseling Center & Psychological Services, provided an overview of the Counseling and Psychological Services Center including its mission, accreditation, staffing model and services provided. He shared innovative ways to support students through partnering with other academic programs, athletics, other institutions, and working closely with Dean of Students staff.

Office of Dean of Students Case Management

Mr. Alan Rasmussen, Assistant Dean of Students and Director of Case Management, provided an update to include: defining case management, the University Health and Safety Council structure, case management staffing model, and partnerships with other organizations and entities.

University Housing Project Update

Mr. Matt Dull, Assistant Vice Chancellor for Student Affairs, provided an update on the University Housing Project. Currently, there is a request to the Board of Governors seeking approval of authority to continue to move forward with the project, and delegate authority to the Chancellor to negotiate a ground lease.

Trustee Wilson indicated that this concluded the report from the Student Affairs Committee (see Appendix E).

REPORT FROM THE NOMINATING COMMITTEE: Chair Barnes recognized Trustee Robert Hatley, Acting Chair of the Nominating Committee for this report. Trustee Hatley, on behalf of the Nominating Committee, recommended the following individuals to serve as officers for the Board of Trustees for 2018-19:

Mr. John M. Blackburn, Chair
Mr. Scott K. Lampe, Vice Chair
Ms. Susan M. Branch, Secretary
Ms. A. Dawn Antonucci, Assistant Secretary

The Committee's recommendation was approved unanimously (See Attachment 2).

REMARKS FROM CHAIR BARNES:

Chair Barnes made the following comments/announcements/reminders:

- Thanked the Committees and their Chairs for their reports.
- Thanked Chancellor Everts for hosting dinner last night and the self-guided tours of Levine Hall.
- The next scheduled Board of Trustees meeting will be held on Thursday and Friday, December 6 & 7, 2018.
- Thanked the Trustees for all their efforts on behalf of Appalachian's students, faculty and staff.

CLOSED SESSION: Chair Barnes announced that he would entertain a motion that the Board convene in closed session. Chair Barnes asked that the voting Trustees, Chancellor Everts, Governor Byers, Provost Kruger, Vice Chancellors, General Counsel, Director of Human Resources, Athletic Director and the Assistant Secretary join the voting members in closed session.

Upon motion duly made, seconded and approved, the Board convened in closed session to:

- prevent the premature disclosure of an honorary degree, scholarship, prize or similar award. [N.C.G.S. §143-318.11(a)(2)];
- consult with our attorney to preserve the attorney-client privilege [N.C.G.S. §143-318.11(a)(3)];
- discuss matters relating to the location or expansion of industries or other businesses in the area served by this Board [N.C.G.S. §143-318.11(a)(4)]; and
- hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee [N.C.G.S. §143-318.11(a)(6)].

PUBLIC SESSION RECONVENED: Upon motion duly made, seconded and approved, the Board reconvened in open session at 11:26 a.m.

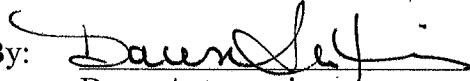
Coaching Contract for F. Scott Satterfield – Football Head Coach

Trustee Hatley, on behalf of the Athletics Committee, recommended the approval of the contract for Mr. F. Scott Satterfield as the Head Football Coach as presented.

The recommendation was approved unanimously.

ADJOURNMENT: There being no further business, the meeting adjourned at 11:29 a.m.

JAMES M. BARNES, Chair

By: 
Dawn Antonucci
Assistant Secretary

Good morning. It is only September and already the 2018-19 academic year is well underway.

Much has taken place on our campus already, but before I begin my report, I would like to take a moment to recognize that as we enjoy this beautiful mountain weather, many of our students and their families are still suffering in the wake of Hurricane Florence. I know we are all keeping everyone who is working to recover from the aftermath of the storm in our thoughts.

We were fortunate that our area, which was forecast to be in the path of heavy rains and damaging winds, was one of the few areas of North Carolina that did not experience major impacts from the storm. We were prepared and ready – and our efforts made a difference. We were able to mitigate most of the effects of the rain, provide shelter to some who needed it, and our Dean of Students office continues to provide follow-up assistance for those who are facing challenges as they work to manage personal and academic demands.

Some of our sister institutions across the state were not as fortunate, and we stand ready to support them as needed.

Our academic schedule returned to normal this week, and we are moving forward with our academic work.

Appalachian is THE premier, public undergraduate institution in the state of North Carolina. I believe the most important goal Appalachian State University can achieve is to open possibilities — for our Appalachian Community, our society and our planet.

To continue providing the highest quality educational setting, we must ensure a sound foundation — both by developing our physical infrastructure and empowering our human potential.

Appalachian has been cultivating students' personal bests for nearly 120 years through small classes, individual attention and mentoring, as well as institutional values, practices and policies. Today, our goals and strategic initiatives relate to access and student success, economic impact, community engagement, and leadership in creating a better world for all people.

This morning, I will share some examples of how our students, faculty and staff exemplify these goals and initiatives. I will also share a few updates on our current and upcoming construction projects that develop the built environment to advance Appalachian's core missions of teaching, scholarship and service.

An Appalachian education is in high demand! This is a photo taken of our first-year and new transfer students after Black and Gold Convocation the first week of classes. We posted it on Facebook and it has been seen, shared, "liked" and commented on by nearly 221,000 people. This class of first-year and transfer students is our largest yet at 4,723, which is consistent with our growth trend of around 2% each year. Our thorough review process helps assure each of our students has what it takes to succeed at Appalachian, which is just one reason our retention rates are well above the national average. These students are the future of our state — indeed, our world — and our extraordinary faculty and staff are working hard to ensure an impressive retention rate of 87% - which is nearly 20% above the national average!

I am pleased to share a few preliminary figures on this term's enrollment. Enrollment this fall stands at 19,108, which is our largest enrollment ever... AND is in line with our commitment to slow and steady growth.

Our incoming students represent the largest first-year class in university history. I am pleased to report that even as our overall population grows, we have maintained the percentage of underrepresented students at around 16% of our overall student population – 16.2% to be exact. This represents a 35.4% increase in the overall population of underrepresented students since 2014. For our first-year class, we have seen more than a 56% increase in underrepresented students in the last 4 years.

As pleased as I am of the work we have done to increase the diversity on our campus, I am also proud of the work our university has done to strengthen our culture of diversity and inclusion. The university's Inclusive Excellence Team in our Center for Academic Excellence continues to support faculty across campus in improving their curricula and personal interactions in ways that treat diversity as a strength to be actively engaged — an intentional inclusion of the cultures, world views, gifts, talents, histories and traditions of all people and places.

Some of you were also able to attend events held during our campus visit last month by Dr. Damon A. Williams, a national leader known for working with institutions to develop their strategic diversity leadership efforts... and the work continues, every day. Our strong transfer student numbers are due in large part to the intentional work we do with community colleges. As Co-Chair of the Higher Education Task Force for My Future NC, a statewide commission on educational attainment, I am working with education professionals across the state to address issues of increasing access to education – and decreasing achievement gaps. As part of this work, the Commission is addressing transfer pathways from community colleges to four-year institutions.

This summer I co-hosted a reception with Dr. Mark Poarch, President of Caldwell Community College & Technical Institute, for academic deans and leaders from our two institutions to discuss programmatic collaborations. Provost Kruger has continued this work, and our institutions are working to develop co-admission and co-enrollment agreements that will enable a more seamless transition of students between Caldwell and Appalachian.

As much as we build our physical infrastructure, it is clear not all growth can or should take place on campus. With direction from the campus-wide Distance Education Task Force, Academic Affairs and Faculty Senate, we are moving forward to ensure the highest quality online courses and programs. Our faculty and staff make sacrifices for their jobs and the students we serve every day. Employee satisfaction is important to me, and to the entire administration at Appalachian.

In the coming weeks, we will have more information about the employee engagement survey administered system-wide last semester. This is the first survey we have employed on a university level that will be issued over multiple years and provide us with measurable, actionable results. As we receive the results from the first survey, Human Resources will be

digging into the data and conducting focus groups to be sure we understand what they mean and what we can do to improve as a campus. The vice chancellors and I are committed to using this information to continue to improve the workplace for our employees.

You are helping us move forward as an institution, to create a more robust and modern physical infrastructure to support the important work taking place on our campus. In the coming days, we will launch a comprehensive website with detailed information about our current and upcoming construction projects. It also helps show the connection to the overall vision for these projects – and importantly, how they will empower the human potential at Appalachian.

I'll take a moment to provide you an update on the eight major construction projects currently underway. Let's begin with the Innovation Campus, and specifically, the Conservatory for Biology Research and Education.

Innovation Campus refers to both physical spaces and collaborative spirit. Physically located at the site of the former Broyhill Inn and Conference Center on Bodenheimer Drive and the edge of the neighboring Nature Preserve, the Innovation Campus will embrace multiple disciplines and include collaborations both on campus and within the community, and it will include many facilities.

It will capitalize on expertise found in multiple disciplines across the university, and expand and enhance Appalachian's curriculum to empower a workforce of critical thinkers who understand how to develop and advance economically sound, environmentally responsible and equitably accountable communities. This will have a powerful impact on the region's economic development.

These ambitions will be embodied in the first building of the Innovation Campus: the Conservatory for Biology Research and Education. The Conservatory and nearby Nature Preserve Trailhead will advance the natural and cultural history of the Southern Appalachian region, allowing the Appalachian Community and visitors to: understand the natural history and economic importance of our region's biodiversity; and gain a heightened appreciation of the research and creative endeavors being conducted at Appalachian. Dean Specht and Biology faculty will meet with designers in the coming weeks to develop a design concept that will accommodate and advance their academic vision. The Leon Levine Hall of Health Sciences opened for the first day of classes, and all but one department that will occupy the building are now holding classes in the new, state-of-the-art facility – Nursing will move in soon. The move has been progressing steadily, and we have approximately 150 faculty and about 2,300 students teaching and learning in the building now. Our phased-in moving plan was designed to have as little disruption as possible to the academic experience of our students, and we expect to be fully moved in by Fall Break. I know you are all looking forward to celebrating the building's opening this afternoon! What an accomplishment for Appalachian – to open the largest capital project to date in university history AND the first completed project of the Connect NC Bond referendum. When voters approved this project in 2016, they entrusted Appalachian with a significant responsibility, and we are so pleased to be able to rise to this challenge by facilitating a response to the critical health care needs in the rural areas of our state.

Thanks to your help, work is slated to begin on Sanford Hall in May to bring its outdated HVAC, electrical and fire suppression systems, elevators, classrooms and office space to modern standards. Renovation is expected to be complete in Fall 2020 and will extend the life of the building by as much as 40 years.

Research has shown that living on campus has a positive correlation to student retention and graduation rates, as well as students' social interaction, self-esteem and overall satisfaction with college. To this end – and again, because of your willingness to respond to this need – we are beginning work to renovate or replace seven outdated residence halls: Bowie, Coltrane, Eggers, Gardner, Winkler, Justice and East Halls. As you know, the UNC Board of Governors approved our choice to move forward with a private developer in May, and we signed a predevelopment agreement with the Georgia-based, real estate company RISE. Construction on the facilities is scheduled in continuous phases, starting a new building as one is completed. The first phase of the project is expected to begin in February 2019, with 618 beds ready for occupancy in the fall of 2020. The new parking deck at the site of the old Winkler building is underway – this site fared well in the rain from last week – and once complete, will yield a net gain of approximately 200 additional parking spaces for our campus. It will open next fall, and will help offset spaces that will be used for later phases of construction. The Kidd Brewer Stadium North End Zone Project will transform the north end zone of the stadium into a facility providing space designed to accommodate various athletics and academic uses, including athletic training and nutrition science research. Athletic Director Doug Gillin has said many times that an enhanced experience for student-athletes and fans can go a long way in recruiting new students. We know it can also cultivate donors, which in turn support scholarships. The plan is to open the facility for the fall 2020 football season.

A year ago, Watauga County transferred ownership of the former Watauga High School property to the university. We are now calling this “Appalachian 105,” – thank you, Carole, for this name. This acquisition allows us to make deliberate choices about growth and to build an intentional community. The vice chancellors and I held listening sessions in January for campus and community members to share ideas for the property's use. Ideas put forth included student residence halls, a day care facility, student recreation and athletics fields. A portion will likely be devoted to athletics, with the former track, softball field and tennis courts possibly providing a ‘footprint’ for athletic facility construction.

We are also moving forward with the day care facility at the Poplar Grove site – I have been assured a designer selection committee will have completed their work by the end of this semester.

I am especially pleased the National Pan-Hellenic Council – or NPHC – plots and garden project is nearly complete, after nearly a decade of advocacy for this project from students and alumni. Our NPHC alumni have enthusiastically supported this project. Fundraising for the project has now reached nearly ONE HUNDRED and FIFTY thousand dollars! Their vision, under the leadership of alumna Trustee Branch and distinguished alumnus James Tolliver, was not only to honor NPHC students and alumni, but also to support leadership development scholarships for NPHC members. We will cut the ribbon on the site and celebrate its completion – and this important milestone for Appalachian – next Saturday during Homecoming.

We began this month with another important tribute. This one, to Appalachian's founders, B.B. and D.D. Dougherty and Lillie Shull Dougherty. The new plaza in the area behind the Appalachian sign off Hardin Street provides a larger, more iconic setting for the university's sign and sculpture of B.B. Dougherty, and a new outdoor space for studying and campus events. More than 25 members of the Dougherty Family attended a dedication for the plaza on September 5th — the first day of classes at Appalachian in 1899, and the date of a new tradition to be celebrated each fall to honor our founders.

As we seek to celebrate more of our university's traditions and history, we also placed on display an iconic symbol of our beginnings. With help from Music Librarian Dr. Gary Boye [BOY], the original Academy Bell, which was in the steeple of the Watauga Academy built in 1899 – and which is one of the only objects left from the original building that marked the beginning of Appalachian State Teachers College – is now on display in the B.B. Dougherty building. We want to be as accurate and complete as possible as we tell our university's story. Provost Kruger has assembled a team that is working to tell a fuller history of our university. This group is looking at the multi-layered history and heritage of our campus – including the names of buildings and streets, the markers and monuments that currently tell the story of our place. They are charged with making recommendations about how we protect, promote and rethink the messages our surroundings convey, and what they do not. As we celebrate our university's history, let's look together at how far we have come as a national leader in higher education. The work of our faculty, staff and students is exemplary. Allow me to share a few examples:

Dr. Kurt Michael, assistant department chair and professor in the Department of Psychology, began a partnership in 2006 between Appalachian and regional K-12 public schools to provide counseling and mental health education to students. A recent study revealed 325 students – or 24 percent of the student body of Watauga High School – sought treatment during the 2017–2018 academic year. 70 percent were significantly improved by the end of the treatment. Thirty-one of those students in the study were in the midst of a suicidal crisis.

Like Dr. Michael's work, the expertise of many of our faculty is recognized nation-wide, and increasingly Appalachian faculty are sought out by the media for their expertise. To further the awareness of the important research contributions of our faculty, we have built a Faculty Speakers Bureau database media and others can use to explore and showcase the work of our faculty. Additionally, University Communications staff match faculty expertise with topical events and "pitch" our faculty to local, regional and national media twice each week.

Just before the start of the semester, we held our 18th annual "Big Sale," which netted a record \$25,593 to support energy efficiency projects for local community partners.

This year's beneficiaries are Hospitality House of Boone, the Watauga Humane Society, and Horse Helpers of the High Country. Each received a grant to improve the energy efficiency of their facilities and operations. Proceeds also supported student scholarships offered through the university's Appalachian and Community Together – or ACT program.

The "Big Sale" is held each year the Saturday before the start of fall classes. It features used items collected in the annual "Don't Throw it Away" project held each Spring as students move out of residence halls.

This year, the two projects diverted about 68 tons of trash from the landfill.

More than 100 volunteers organized the sale, which was attended by over 1,000 customers. ACT staff described the event as a “win-win-win” — for the environment, the community and Appalachian students.

Last month, we welcomed our youngest class of Mountaineers ever. Around three hundred Kindergarten-5th grade students began classes August 27 at The Appalachian State University Academy at Middle Fork.

Tasha Hall Powell, the Academy principal, earned her master’s and education specialist degrees from Appalachian. She is leading the team at Middle Fork — a team comprised of teachers and administrators, 12 of whom hold degrees from Appalachian — and the student learners who will be teaching and learning at the laboratory school.

The Academy will be a center for innovation, research and teaching excellence for our student teachers, as well as for a body of students who are already beginning a relationship with an institution of higher learning. The program’s curriculum development has the potential to elevate outcomes for the citizens of North Carolina, as well as to provide long- and short-term economic impact to our state.

I had the opportunity to visit a few days after classes started. The university gave a book with a personal nameplate to each of the students, and I had the enormous pleasure of being back in the classroom for a reading session with some of them. This is an amazing opportunity for the Academy students, AND for the Appalachian student teachers who are honing their craft there with such inquisitive and eager young students. Indeed, this is a pipeline for Mountaineers on the mountain.

Appalachian understands the significance of sustainable practices to the financial bottom line. This summer, we hosted the 7th annual Appalachian Energy Summit. Because of the work at this summit, to date, campuses of the University of North Carolina System — together with industry partners — have avoided nearly eight hundred million dollars in utility costs. We expect to avoid energy costs to the tune of one BILLION dollars by 2020 and TWO billion dollars by the year 2025. Appalachian’s solar vehicle team members are strong ambassadors for the university’s message of innovation for good.

Many of you were able to attend when Team Sunergy unveiled their new vehicle to the public in June, revealing a design that rivals Tesla-style aerodynamics. They took the vehicle from design to track – and then to the open road – in an impressive eight months. This, by the way, is a U.S. record – only one other team in the world has done this in less time. They earned a third-place podium spot in the international Formula Sun Grand Prix track race in Nebraska, and went on to race 1,700 miles along the Oregon Trail, tying for second place in the American Solar Challenge.

This summer, the Boone Area Chamber of Commerce awarded them the EverGreen Award for Sustainability for their leadership, innovation and education efforts around sustainability.

The team is already preparing for the World Solar Challenge next year in Australia. I have no doubt they will continue to make us proud.

Last month, the App State Police Academy graduated its first class of North Carolina-certified police officers. A new group of 30 students will begin cadet training as part-time police cadets this academic year, and they will attend the academy in summer 2019.

Now I'll return to the performance goals established in partnership with the UNC System in fall of 2017. These goals are in line with Appalachian's mission of nearly 120 years. We are committed to increasing the enrollment and completion of qualified students who are from rural, Tier 1 and Tier 2 counties in our state — many of them low-income and first-generation college students.

Because of the dedication to excellence by our talented faculty and staff, it is widely accepted that the value of an Appalachian education is high. Still, many of our students and families do or will need assistance. You will recall at our June meeting, Director of Scholarship Giving, Kelli Wilson and Trustee DeJon Milbourne spoke to the impact scholarship dollars can have. I would like to underscore their stories with a few key facts. In the 2017–18 academic year:

- 68 percent of Appalachian students received some type of aid.
- 30 percent of undergraduates were recipients of Pell Grants.
- 2,405 students (around 12 percent) were at or below the federal poverty guidelines.

We all know private funds are more critical to our success than ever before. We are committed to working with Vice Chancellor for Advancement Randy Edwards and the advancement team to ensure we find the funds to open our doors to deserving students who may not believe an Appalachian education is within their financial reach.

In the last academic year, Professor of History Dr. Jeffrey Bortz worked with students to conduct a study that showed food insecurity was a pressing concern for Appalachian students. As a result of this work, we are implementing three key initiatives to address food insecurity on our campus: Academic Affairs is working to build awareness for students about the campus food pantry and free store in the Office of Sustainability.

The Office of Sustainability is extending the hours of the food pantry and free store. This has already made a difference. Twenty-one members of the Appalachian Community utilized the food pantry during the time our area was managing the effects of Florence.

Student Affairs is launching an initiative whereby faculty, staff and students can donate meals through campus dining plans to students who are facing food insecurity. Thank you for your donations to this important effort.

Additionally, Appalachian staff work daily to employ a number of systems and strategies in order to help students and families navigate the process and identify ways to alleviate the burden of obtaining a college education.

Each week, I share stories like these with our campus – and with you. A regular reminder of the daily dedication of our faculty, staff and students. These and many other stories are also featured on TODAY-dot-APPSTATE-dot-E-D-U.

I heard someone say recently that vision is the ability to talk about the future with such clarity it is as if we are talking about the past. Because of your vision – your belief in helping our campus develop our physical infrastructure and empower our human potential – we can confidently say our students attend, and our faculty and staff have created, THE premier public undergraduate institution in the state.

Thank you. Mr. Chair, this concludes my remarks.

MINUTES
MEETING OF THE NOMINATING COMMITTEE
APPALACHIAN STATE UNIVERSITY
BOARD OF TRUSTEES

Tuesday, September 18, 2018
10:30 a.m.
Chancellor's Boardroom

CALL TO ORDER: The Nominating Committee of the Board of Trustees of Appalachian State University met via conference call at the call of the Chair on Tuesday, September 18, 2018, at 10:30 a.m. in the Chancellor's Conference Room, B.B. Dougherty Administration Building, Fourth Floor, on the campus of Appalachian State University in Boone, North Carolina. Chair Carole Wilson presided and called the meeting to order.

MEMBERS VIA CONFERENCE CALL: E. Bonnie Schaefer, Chair
Donald C. Beaver
Robert C. Hatley

OTHERS PRESENT: A. Dawn Antonucci

Nomination of Officers:

Chair Bonnie Schaefer presented Trustee John Blackburn to be nominated as Chair of the Appalachian State University Board of Trustees. Following discussion, upon motion duly made, seconded and approved, the motion passed unanimously.

Chair Bonnie Schaefer presented Trustee Scott Lampe to be nominated as Vice Chair of the Appalachian State University Board of Trustees. Following discussion, upon motion duly made, seconded and approved, the motion passed unanimously.

Chair Bonnie Schaefer presented Trustee Susan Branch to be nominated as Secretary of the Appalachian State University Board of Trustees. Following discussion, upon motion duly made, seconded and approved, the motion passed unanimously.

Chair Bonnie Schaefer presented Dawn Antonucci to be nominated as Assistant Secretary of the Appalachian State University Board of Trustees. Following discussion, upon motion duly made, seconded and approved, the motion passed unanimously

Adjournment:

There being no further business, a motion was made, seconded and approved, to adjourn the meeting at 10:50 a.m.

Respectfully submitted,

A. Dawn Antonucci
Assistant Secretary

MINUTES
MEETING OF THE ACADEMIC AFFAIRS COMMITTEE
APPALACHIAN STATE UNIVERSITY
BOARD OF TRUSTEES

Thursday, September 20, 2018
Room 417 – Beacon Heights
Plemmons Student Union

CALL TO ORDER: The Academic Affairs Committee of the Board of Trustees of Appalachian State University met at the call of the Chairperson, Susan M. Branch, on Thursday, September 20, 2018, at 3:00 p.m. in the Beacon Heights of the Plemmons Student Union on the campus of Appalachian State University in Boone, North Carolina. Chairperson Susan M. Branch presided and called the meeting to order.

MEMBERS PRESENT:

Susan M. Branch, Chairperson
M. Lee Barnes, Jr.
Donald C. Beaver
D. Kenan Smith

CONSTITUENCY

REPRESENTATIVE PRESENT:

Barbara Howard, Chair, Faculty Senate

OTHERS PRESENT:

Mark Bachmeier
Cindy Barr
Jacqui Bergman
Calvin Craig
James Douthit
Willie Fleming
Mark Ginn
Robin Groce
Katie Howard
Brigitte Kelly
Darrell P. Kruger
Amanda Lago
Heather Langdon
Rawdon Marroquin
Mike McKenzie
Heather Norris
Alexis Pope
Terry Rawls
Jane Rex
Brady Rourke
Neva Specht
Melba Spooner
Jeff Vahlbusch
Dane Ward
Joe Wilkes

CONFLICT OF INTEREST NOTICE: Chairperson Branch read the following statement:

“Under the State Government Ethics Act, all voting members of the Board of Trustees have a duty to avoid conflicts of interest and appearances of conflicts. Looking at the agenda for today’s meeting, does anyone know that you have a conflict of interest or an interest that would give rise to the appearance of a conflict of interest? If so, please let me know now.” None reported.

EXPECTATION OF CONDUCT NOTICE: Chairperson Branch read the following statement:

As we begin the business portion of the meeting, I would like to remind everyone of the Committee’s expectations for conduct at our meetings. We ask that those attending today remain respectful of fellow attendees and the Committee. Those attending an official meeting may not engage in conduct that is inconsistent with our Bylaws or that interferes with the rights of others to observe and listen to the proceedings. Any individual who disrupts the meeting will be asked to leave and may be subject to arrest.

APPROVAL OF MINUTES: A motion was made by D. Kenan Smith and seconded by Donald C. Beaver to approve the open session meeting minutes from the Academic Affairs Committee meeting on June 21, 2018. The motion was approved unanimously.

Cratis D. Williams Graduate School Update

Dr. Mike McKenzie, Dean of the Cratis D. Williams Graduate School, provided an update on the school. Mike was joined by two graduate students: Calvin Craig IV, Master of Arts candidate, majoring in Professional School Counseling (May 2019) and Rawdon Marroquin, Master of Arts candidate, majoring in Higher Education with a concentration in Community College and University Leadership (May 2019). The Graduate School serves students and faculty from a multitude of disciplines. Their goal is to promote excellence in graduate education, to inform the faculty of current concerns and to provide opportunities for exchange of ideas. The purpose of graduate faculty shall be to pursue critical thinking, academic inquiry and integrity, and to expand cultural horizons beyond that available through the undergraduate experience. While there was a slight dip in enrollment for 18-19, the Graduate School is healthy. Last academic year, we reported a 95% graduation rate. Additionally, of all graduate students who were eligible to return to Appalachian, 94.8% returned. Further, the program launched a new "Trails to Success" Professional Development Program to make sure our graduates are fully prepared. Additionally, Appalachian offered 454 full-time assistantships. We will be examining several areas for efficiency this upcoming year, but specifically we want to use data analytics for enrollment and assistantship purposes.

Enrollment Update

Ms. Cindy Barr, Associate Vice Chancellor for Enrollment Management, provided an enrollment update. Reference Exhibit A. The overarching goal is slow and steady growth and working diligently in increasing our diversity recruitment. Appalachian State University is continuing to use a holistic admission process.

Academy at Middle Fork Update | Reich College of Education

Dr. Melba Spooner, Dean RCOE, and Dr. Robin Groce, Associate Professor, RCOE, Reading Education and Special Education, provided an update on the Academy at Middle Fork. Appalachian State University at Middle Fork is located in Walkertown, North Carolina and serves students in grades K-5. Appalachian State University commits to learning together, developing the whole child, boosting academics, and amplifying sustainability. Almost 300 children are enrolled at the Academy where they benefit from an increased emphasis on literacy and literature within the context of an interdisciplinary curriculum. A typical day at the Academy begins with a Morning Meeting and includes a reading/language arts block, interdisciplinary studies block, math block, and scheduled time for art, music, Health/PE, recess, and media studies. The Academy Staff includes a Principal, Director of Curriculum & Instruction, Assistant Principal, Data Manager, Administrative Assistant, Behavior Support Coach, Social Worker, Nurse, Day Porter, Technical Assistant, 18 classroom teachers, 10 teacher assistants, art teacher, music teacher, health/pe teacher, Media Specialist, 2 ESL teachers, and 2 EC teachers.

ADJOURNMENT: There being no further business, the meeting adjourned.

Respectfully submitted,

Christy M. Cook
Recording Secretary

MINUTES
MEETING OF THE ATHLETICS COMMITTEE
APPALACHIAN STATE UNIVERSITY
BOARD OF TRUSTEES

Thursday, September 20, 2018
3:00-4:00 p.m.
Room 415 - Rough Ridge
Plemmons Student Union

CALL TO ORDER: The Athletics Committee of the Board of Trustees of Appalachian State University met at the call of the Chairperson and the Chancellor on Thursday, September 20, 2018, at 3:00 p.m. in the Rough Ridge Room of the Plemmons Student Union on the campus of Appalachian State University, Boone, North Carolina. Mr. Robert C. Hatley presided and called the meeting to order.

MEMBERS PRESENT:

Robert C. Hatley
Scott K. Lampe
Carole P. Wilson

OTHERS PRESENT:

James M. Barnes
Steve Behr
Sharon B. Bell
John M. Blackburn
J.J. Brown
C. Philip Byers
Joe R. Carter
Melany Chong
Randall D. Diabe
John T. Eckman
Randy K. Edwards
Sheri N. Everts
Denise N. Foutz
Douglas P. Gillin
Tom L. Kane
Paul A. Meggett
Suzette S. Mauney
Jeff Merritt
DeJon McCoy-Milbourne
Charles V. Murray
David M. Lance
Jonathan B. Reeder
Mark E. Ricks

CONFLICT OF INTEREST NOTICE: Chair Hatley read the statement: “Under the State Government Ethics Act, all voting members of the Board of Trustees have a duty to avoid conflicts of interest and appearances of conflicts. Looking at the agenda for today’s meeting, does anyone know that you have a conflict of interest or an interest that would give rise to the appearance of a conflict of interest? If so, please let me know now.” None reported.

OPENING STATEMENT ON EXPECTATIONS OF CONDUCT: Chair Hatley read the statement: “As we begin the business portion of the meeting, I would like to remind everyone of the Committee’s expectations for conduct at our meetings. We ask that those attending today remain respectful of fellow attendees and the Committee. Those attending an official meeting may not engage in conduct that is inconsistent with our Bylaws or that interferes with the rights of others to observe and listen to the proceedings. Any individual who disrupts the meeting will be asked to leave and may be subject to arrest.”

APPROVAL OF MINUTES: Chair Hatley stated the June 21, 2018 Athletics Committee meeting minutes were included in Committee members’ materials. A motion was made, seconded and approved to accept the minutes as distributed.

COMMENTS FROM STUDENT-ATHLETES: Junior student-athlete, Melany Chong from Women’s Golf, and senior student-athlete, Randall Diabe from Wrestling, gave the Committee insight into their transformational experiences as student-athletes at Appalachian State University. To conclude their presentations, both student-athletes discussed their plans following graduation.

PRESENTATION BY DIRECTOR OF ATHLETICS: Mr. Doug Gillin, Director of Athletics, presented several athletics updates to the Committee:

- Regarding campus and community involvement, Appalachian State Athletics collaborated with the Reich College of Education and Watauga County Schools to provide a ten thousand dollar “Extra Yards for Teachers” grant to provide additional funding to the Watauga County Teachers of the Year program via the College Football Playoff Foundation.
- In the area of Student-Athlete Development, the academic year began with a program called “Habitudes,” intended to provide leadership and character development opportunities to Appalachian student-athletes. The Office of Equity, Diversity and Compliance also completed sexual violence training sessions for all student-athletes at the beginning of the fall semester. Appalachian State Athletics also continued their sports medicine assessment in recent months, with the goal of providing the best possible care to student-athletes.
- Updates were shared on facilities enhancements, including renovations to the Wrestling team room, updated renderings to the future facility in the Kidd Brewer Stadium North Endzone, initial planning for athletics facilities at the Appalachian 105 property, and recent completion of the Women’s Field Hockey field house complex.
- Recent publicity success was discussed, including Appalachian State trending in the top three nationally on Twitter during the 4th Quarter of the Football season opener on September 1, 2018 at Penn State University.
- An announcement in September by Appalachian State Athletics regarding the “Each 1 Reach 1” effort, intended to double Yosef Club membership in support of student-athlete scholarships and overall Athletics program success.

OPEN SESSION ADJOURNED: A motion was made and seconded that the Committee convene in closed session to:

1. prevent the disclosure of confidential or privileged information under Chapter 126 of North Carolina General Statutes or regulations [N.C.G.S § 143-318.11(a)(1)];
2. consult with its attorney to protect the attorney-client privilege [N.C.G.S § 143-318.11(a)(3)];
3. establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of an employment contract. [N.C.G.S § 143-318.11(a)(5)]; and
4. consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee [N.C.G.S § 143-318.11(a)(6)].

The motion was approved unanimously. Chancellor Sheri N. Everts, Board of Trustees members, General Counsel, Mr. Doug Gillin, Director of Athletics, and Mr. Jonathan Reeder, Recording Secretary, were asked to remain for closed session. All others were excused.

OPEN SESSION RECONVENED: Chair Robert C. Hatley reconvened the open session.

ADJOURNMENT: After the open session reconvened, the meeting of the Athletics Committee adjourned at 3:51 p.m.

Respectfully submitted,

Jonathan B. Reeder
Recording Secretary

MINUTES
MEETING OF THE AUDIT COMMITTEE
APPALACHIAN STATE UNIVERSITY
BOARD OF TRUSTEES

Thursday, September 20, 2018
Room 417 – Beacon Heights
Plemmons Student Union

CALL TO ORDER: The Audit Committee of the Board of Trustees of Appalachian State University met at the call of the Chair on Thursday, September 20, 2018, at 4:00 p.m. in the Beacon Heights Room of the Plemmons Student Union on the campus of Appalachian State University in Boone, North Carolina. Mr. Charles V. Murray, Chair, presided and called the meeting to order.

MEMBERS PRESENT:

Charles V. Murray, Chair
John M. Blackburn
Robert C. Hatley
Donald C. Beaver

CONSTITUENCY REPRESENTATIVE PRESENT:

Katie Howard, Chair, Staff Senate

OTHERS PRESENT:

Chancellor Sheri Everts
Eloise Covalt
Denise Foutz
David Hayler
David Jamison
Sharon Bell
Amy Sanders
Randy Edwards
Paul Meggett
Darrell Kruger
Jonathan Reeder
Terry Rawls
James Webb
Charisse Rogers

CONFLICT OF INTEREST NOTICE: Chair Murray read the following:

"Under the State Government Ethics Act, all voting members of the Board of Trustees have a duty to avoid conflicts of interest and appearances of conflicts. Looking at the agenda for today's meeting, does anyone know that you have a conflict of interest or an interest that would give rise to the appearance of a conflict of interest? If so, please let me know now." [None reported.]

EXPECTATION OF CONDUCT NOTICE: Chair Murray also read the following:

"As we begin the business portion of the meeting, I would like to remind everyone of the Committee's expectations for conduct at our meetings. We ask that those attending today remain respectful of fellow attendees and the Committee. Those attending an official meeting may not

engage in conduct that is inconsistent with our Bylaws or that interferes with the rights of others to observe and listen to the proceedings. Any individual who disrupts the meeting will be asked to leave and may be subject to arrest.”

APPROVAL OF MINUTES: The minutes of the June 21, 2018 Audit Committee meeting were delivered to all members of the Audit Committee prior to the meeting. Chair Murray called for a motion to approve the minutes of the June 21, 2018 Audit Committee meeting. There being no corrections, upon motion duly made and seconded, the minutes of the meeting were approved as presented.

SUMMARY OF 2018-2019 AUDIT PLAN AND RECENT INTERNAL AUDIT ACTIVITY

UPDATE: Mrs. Eloise Covalt reviewed the 2018-2019 Audit Plan and the progress to date. Mrs. Covalt also provided the Committee with a summary of internal audit reports completed in the recent quarter. The following reports were presented and discussed:

- Internal Controls Over Banner Vendor Tables
- Athletics – FYE 2017
- Administrative Requirements in Accordance with ADA Act Title II Regulations
- Basketball Camp Store
- Annual Cash Counts FYE 2018
- Receipt Book Review FYE 2018
- Inventory Review FYE 2018
- Follow-up Reports:
 - ASU Policy 503.8, “Payment Card Services Policy” Oversight/Compliance
 - 2016 Baseball Camps
 - 2017 University Business Continuity Plan and Disaster Recovery Plan Reviews
 - Food Service’s Banner and CS Gold Reconciliation
 - University Housing – Time Reporting Process for Student Temporary Employees
 - ASU/NCRC HPL Review – Contract Administration and Cash Handling
- Quarterly Campus-Wide Reviews (Quarter Ended: AMJ 2018):
 - Departmental Fund Activity Reconciliation
 - Educational & Technology Funds
 - P-Card Expenditures
 - Fixed Asset Control
 - Travel Disbursements
 - Computer Access

EXTERNAL AUDITS IN PROGRESS: Mrs. Covalt provided an update regarding the status of the following external audits in progress:

- Office of the State Auditor – Financial Audit for FY 2018. Anticipated completion: December 2018.
- ASU Foundation Audit. Anticipated completion: October 2018.
- Appalachian Student Housing Corporation. Anticipated completion: November 2018.
- Athletics NCAA Agreed Upon Procedures. Anticipated completion: December 2018.

2018 BOARD OF TRUSTEES AUDIT COMMITTEE CERTIFICATION LETTER – SEE EXHIBIT

C-1: Mrs. Covalt reviewed the BOT Audit Committee certification letter which was signed by Chair Murray and provided to the UNC System Office. The certification letter attests to the Audit

Committee's duties and responsibilities and certifies that these have been completed as prescribed. The duties certified align with the Committee responsibilities as stated in the Committee charter.

SELF-ASSESSMENT OF INTERNAL CONTROLS OVER FINANCIAL REPORTS FOR FISCAL YEAR 2018: Mrs. Covalt reviewed the results of the Self-Assessment of Internal Controls over Financial Reporting for Fiscal Year 2018. Upon completion of the self-assessment, Internal Audits is required to report the significant results to the BOT Audit Committee. No major deficiencies in internal controls related to financial reporting were identified. No known fraud that involves management or other employees who have a significant role in the institution's system of internal control was identified.

2018 EXTERNAL QUALITY ASSESSMENT REPORT: ASU INTERNAL AUDIT FUNCTION: Mrs. Covalt reported the results of the 2018 External Quality Assessment Report. All areas of the Office of Internal Audit operation were found to be in conformance with the IIA Standards and the department received the highest ranking for all areas of OIA performance. The assessment team also provided internal audit practices that they found to be effective in their audit shops and which will be incorporated into the OIA activity. It was an excellent review with two assessors – one from UNC-Greensboro and one from the NC Department of Agriculture. Chair Murray congratulated Mrs. Covalt and the department on the excellent review.

OVERVIEW OF ENTERPRISE RISK MANAGEMENT PROCESS – MR. PAUL MEGGETT, OFFICE OF GENERAL COUNSEL

Mr. Meggett discussed the risks for every department and the two ways departments can handle risk. Departments can silo within themselves, but there can still be gaps between departments. This is a more reactive way to handle risk and reactions. Another way to manage risk is Enterprise Risk Management, which allows entities to handle risk globally. In 2016, UNC adopted policy for Enterprise Risk Management. Mr. Meggett stated that we are adopting this and moving forward. Mr. Meggett is working with System Office and will be hiring a Risk Management Officer by end of 2018. The Office of General Counsel is developing a plan and a risk register and also developing a survey to help identify major risks on campus. After completion of the survey, we will develop a plan for University and how we will manage risks. Mr. Meggett stated that perhaps this would include working through processes to mitigate risks or to purchase a risk insurance product. After being brought onboard, the Risk Manager will work together with Controller's Office and Audit Department to revamp our compliance calendar. The Committee discussed funding for compliance.

CLOSED SESSION: Trustee Blackburn moved that the Committee move into closed session. This was seconded and approved.

RECONVENED INTO OPEN SESSION

ADJOURNMENT: There being no further business, the meeting of the Audit Committee adjourned at 4:56 p.m.

CHARLES V. MURRAY, Chair

By: _____

Charisse Rogers
Recording Secretary

*Board of Trustees Audit Committee
Certification Letter
July 30, 2018*

Ms. S. Lynne Sanders, CPA
Vice President for Compliance and Audit Services
The University of North Carolina System

Dear Ms. Sanders:

In accordance with the Best Financial Practices Guidelines adopted by the Board of Governors in November 2005, I confirm that the Board of Trustees (BOT) audit committee for **Appalachian State University's** internal audit function is in compliance with the following for the 2018FY (*any exceptions must be identified and explained in an accompanying statement*). The Board of Trustees (BOT) audit committee:


1. Met at least four times this past fiscal year.
2. Reviewed the results of the annual financial audit with representatives of the North Carolina Office of the State Auditor (OSA), the Chief Audit Officer and/or appropriate campus official, and discussed corrective actions, if needed.
3. Reviewed all audits and management letters of University Associated Entities as outlined in Section 600.2.5.2[R] of the UNC Policy Manual.
4. Received and reviewed quarterly status updates from the institution's Chief Audit Officer and internal audit reports that, at a minimum, reported material (significant) reportable conditions, management's corrective action plan for these conditions, and any follow-up reports regarding whether these conditions have been corrected.
5. Received, reviewed, and approved, at the beginning of the audit cycle, the annual audit plan for the institution's internal audit function.
6. Received and reviewed, at the end of the audit cycle, a comparison of the annual audit plan with internal audits performed by the internal audit department.

I further attest the following:

1. The institution's Chief Audit Officer reports administratively to the Chancellor with a clear and recognized functional reporting relationship to the chair of the BOT Audit Committee.

2. The Audit Committee charter defines appropriate roles and responsibilities, including the committee's oversight of the institutions information security program. These responsibilities also include the assurance that the institution is performing self-assessments of operating risks and evaluations of internal controls on a regular basis.
3. To my knowledge, internal audit functions are carried out in a way that meets professional standards. The auditor's risk assessment process and annual audit plan considers significant institutional risks, including information security.

To my knowledge, the institution's Chief Audit Officer forwarded copies of both the approved audit plan and the summary of internal audit results, including any material reportable conditions and how they were addressed, to the University of North Carolina System Office in the prescribed format.



Chair of BOT Audit Committee

Note: A summary of these certifications from each institution will be provided annually to the Board of Governors Committee on Audit, Risk Management, and Compliance.

MINUTES
MEETING OF THE BUSINESS AFFAIRS COMMITTEE
APPALACHIAN STATE UNIVERSITY
BOARD OF TRUSTEES

Thursday, September 20, 2018
2:00 – 3:00 p.m.
Room 417 – Beacon Heights
Plemmons Student Union

CALL TO ORDER: The Business Affairs Committee of the Board of Trustees of Appalachian State University met at the call of the Chairperson and the Chancellor on Thursday, September 20, 2018, at 2:00 p.m. in the Beacon Heights Room of the Plemmons Student Union on the campus of Appalachian State University, Boone, North Carolina. Mr. Scott K. Lampe presided.

MEMBERS PRESENT:

James M. Barnes
M. Lee Barnes, Jr.
John M. Blackburn
Susan M. Branch
Scott K. Lampe
DeJon M. Milbourne
Mark E. Ricks
D. Kenan Smith
Carole P. Wilson

CONSTITUENCY REPRESENTATIVES
PRESENT:

Barbara B. Howard, Chair
Faculty Senate
Katie Howard, Chair
Staff Senate

OTHERS PRESENT:

John Adams
Mark Bachmeier
Cindy Barr
Sharon Bell
Philip Byers
Joe Carter
John Eckman
Randal Edwards
Denise Foutz
Chancellor Sheri Everts
Paul Forte
Doug Gillian
David Jamison
Tom Kane
Darrell Kruger
David Lance
Heather Langdon
Steve Martin

Paul Meggett
Diane Pitts
Andy Stephenson

MEDIA PRESENT:

Ms. Anna Oakes, *Watauga Democrat*

CONFLICT OF INTEREST NOTICE: Mr. Scott Lampe read the following:

"Under the State Government Ethics Act, all voting members of the Board of Trustees have a duty to avoid conflicts of interest and appearances of conflicts. Looking at the agenda for today's meeting, does anyone know that you have a conflict of interest or an interest that would give rise to the appearance of a conflict of interest? If so, please let me know now." [None reported]

The following statement was also read: "As we begin the business portion of the meeting, I would like to remind everyone of the Committee's expectations for conduct at our meetings. We ask that those attending today remain respectful of fellow attendees and the Committee. Those attending an official meeting may not engage in conduct that is inconsistent with our Bylaws or that interferes with the rights of others to observe and listen to the proceedings. Any individual who disrupts the meeting will be asked to leave and may be subject to arrest."

APPROVAL OF MINUTES:

The minutes of the June 21, 2018 meeting of the Business Affairs Committee had been reviewed and, upon motion made and seconded, were approved as submitted.

APPROVAL OF INTEGRATED PRIORITY LIST

As an action item, Mr. Paul Forte, Vice Chancellor for Business Affairs, presented information on the annual Integrated Priority List shown below. These projects are funded through state appropriated Repair and Renovation money and University Carry Forward monies.

**Integrated Priority List
Annual Project Costs**

	FY19
Wey Hall - Interior Renovations	1,800,000
Garwood Hall - Roof Repair/Replacement	1,200,000
Founders Hall - Roof & Envelope Repairs	375,000
D.D. Dougherty - Building/Lobby Improvements	163,446
Warehouse Renovation - IDEX and Solar	275,000
Warehouse Renovation - IDEX and Solar (Phase 2)	275,000
Warehouse Renovation - Materials Management	150,000
Grand Total	4,238,446

Appropriated Funding Allocation (FY19):

Flex Carryforward	2,500,000
Current Year R&R	1,738,446
Total Appropriated Funding (FY19)	4,238,446

- Projects which are \$300,000 or greater require UNC Board of Governors approval

Following discussion, the motion was made and seconded to approve the FY19 Integrated Priority List. The motion carried.

APPROVAL OF CAPITAL PROJECTS

Mr. Paul Forte, Vice Chancellor for Business Affairs, presented two self-liquidating capital projects for approval.

Cone Hall Roof Replacement - \$449,757

This project will replace an existing 50-plus-year-old built up roof with new insulation and modified bitumen roofing system. There is a strong possibility the current roof contains asbestos and needs to be tested and addressed. There are current ongoing leaks that present constant maintenance issues.

Greek Plots Campus Plaza - \$375,000

This project includes designing and constructing a Greek Plot campus plaza area near the Dougherty Administration Building to commemorate the founding African-American Greek organizations at Appalachian State University. Scope includes demolition of sidewalk and old utilities along Academy Street, as well as the installation of new utilities, sidewalks, stone retaining wall, nine Greek shield pedestals, signage, shields, and trellis.

Following discussion, the motion was made and seconded to approve these two capital projects. The motion carried.

UPDATE ON CAPITAL IMPROVEMENT PROJECTS

Mr. Paul Forte, Vice Chancellor for Business Affairs, gave the following update on capital improvement projects:

LEON LEVINE HALL – BEAVER COLLEGE OF HEALTH SCIENCES

Beneficial Occupancy was granted on August 20, 2018. This is the first North Carolina Connect Bond project to be completed in the UNC System. Punch list items are currently being completed. The grand opening is scheduled for September 21, 2018.

STADIUM ENDZONE PROJECT

This project is authorized for advanced planning of \$2,558,174. CJMW of Winston-Salem and Perkins + Will of Denver, Colorado were selected as the designers. The total project cost is \$45,000,000. The design phase will be Spring 2018 – Spring 2019 with construction commencing, hopefully Spring 2019, with a fall 2020 occupancy.

SANFORD HALL COMPLETE RENOVATION

This \$18,000,000 self-liquidating project funded by student fees was approved at the March 2018, Board of Governors meeting. Twenty-eight (28) architects/engineers submitted statements of qualifications in August. Interviews for short-listed design firms are scheduled September 21- 27. The design phase will be September 2018 - May 2019, with the construction phase being May 2019 – August 2020.

P3 PROJECT STUDENT HOUSING PROJECT PHASE 1 – IN PROGRESS

The schematic design and design development phases are in progress for the parking deck and buildings 100 and 200. State Construction Office and the Town of Boone are reviewing these plans and specifications. Site work for the parking deck is in progress.

CAPITAL IMPROVEMENT PROJECTS IN PROGRESS

- Campus Improvements - NPHL Greek Plots \$375,000
 - Designer: Benesch
 - Contractor: VPC Construction
 - Project completion scheduled for Homecoming 2018
- Varsity Gym - HVAC Upgrades \$684,400
 - Designer: McKim & Creed Engineers
 - Contractor: TBD
 - Project completion: Winter 2018/Spring 2019
- Appalachian Heights - HVAC Upgrades/Humidity Controls \$1,650,000
 - Designer: Stanford-White Engineers
 - Contractor: TBD
 - Project completion: Summer 2019 & Summer 2020
- Peacock Hall/Rankin West - Restroom Renovations \$1,200,000
 - Designer: Watson Tate Savory
 - Project completion: August 2019
 - Project approved for bids: September 27, 2018

CAPITAL IMPROVEMENTS PROJECTS COMPLETED

- Founders Plaza - Campus Improvements \$350,000
 - Designer: Benesch
 - Contractor: Green Construction
 - Project completed September 2018
- Harper/Scott Halls - Window Replacement \$375,000
 - Designer: Innovative Design
 - Contractor: Green Construction
 - Project completed September 2018
- Athletics - New Women's Field Hockey Fieldhouse \$575,000
 - Designer: Innovative Design
 - Contractor: Green Construction
 - Project completed September 2018

- Doughton Hall - Air Handler Replacement \$440,669
 - Designer: Stanford White
 - Contractor: Norwell
 - Project completed August 2018
- Hoey Hall - Roof Replacement \$299,000
 - Designer: Terracon
 - Contractor: Nation's Roofing
 - Project completed August 2018
- Valborg Theater - Roof Replacement \$256,350
 - Designer: Terracon
 - Contractor: Martin Roofing
 - Project completed August 2018
- Remote Data Center - Roof Replacement \$299,000
 - Designer: Terracon
 - Contractor: Martin Roofing
 - Project completed August 2018

ADJOURNMENT:

There being no further business, the meeting adjourned at 2:20 p.m.

Respectfully submitted,

Diane Pitts
Recording Secretary

MINUTES
MEETING OF THE STUDENT AFFAIRS COMMITTEE
APPALACHIAN STATE UNIVERSITY
BOARD OF TRUSTEES

Thursday, September 20, 2018
1:00 - 2:00 p.m.
Room 415 – Rough Ridge Room
Plemmons Student Union

CALL TO ORDER: The Student Affairs Committee of the Board of Trustees of Appalachian State University met at the call of Chairperson and the Chancellor on Thursday, September 20, 2018, at 1:00 p.m. in the Rough Ridge room of the Plemmons Student Union on the campus of Appalachian State University in Boone, North Carolina. Carole P. Wilson presided and called the meeting to order.

MEMBERS PRESENT:

Carole Wilson, Chairperson
DeJon Milbourne-McCoy

CONSTITUENCY REPRESENTATIVE
PRESENT:

Katie Howard, Chair
Staff Senate

OTHERS PRESENT:

Sharon Bell
John Blackburn
J.J. Brown
Phillip Byers
Danielle Carter
Joe Carter
Spenser Darden
Allison Dodson
Matt Dull
Randy Edwards
Lori Eggers
Chancellor Sheri Everts
Willie Fleming
Paul Forte
Denise Foutz
Ellen Grulke
Kelli Haas
Chris Hogan
Desiree Hollifield
Jonathon Hyde
Tom Kane
Brigitte Kelley
Darrell Kruger
David Lance

Stephanie Langston
Jared Mark
Leslie Martin
Susan McCracken
Paul Meggett
Jeff Merritt
Dejon McCoy-Milbourne
Robbie Pope
Alan Rasmussen
Traci Royster
Heather Strine-Patterson
Jazmine Tero
Whitney Ward
Joanna Faith Williams
Leroy Wright

MEDIA PRESENT:

Anna Oakes, *Watauga Democrat*

CONFLICT OF INTEREST NOTICE: Chair Wilson read the following statement:

“Under the State Government Ethics Act, all voting members of the Board of Trustees have a duty to avoid conflicts of interest and appearances of conflicts. Looking at the agenda for today's meeting, does anyone know that you have a conflict of interest or an interest that would give rise to the appearance of a conflict of interest? If so, please let me know now.” There were none reported.

EXPECTATIONS OF CONDUCT: Chair Wilson read the following statement regarding conduct at the meeting:

“As we begin the business portion of the meeting, I would like to remind everyone of the Committee's expectations for conduct at our meetings. We ask that those attending today remain respectful of fellow attendees and the Committee. Those attending an official meeting may not engage in conduct that is inconsistent with our Bylaws or that interferes with the rights of others to observe and listen to the proceedings. Any individual who disrupts the meeting will be asked to leave and may be subject to arrest.”

APPROVAL OF MINUTES: Chair Wilson stated the June 21, 2018 Student Affairs Committee minutes were provided as an attachment in BoardEffect. A motion was made, seconded and approved to accept the minutes.

COUNSELING AND PSYCHOLOGICAL SERVICES CENTER: Chair Wilson introduced Dr. Chris Hogan, who presented on the Counseling and Psychological Services Center.

Dr. Hogan presented on national trends for college student mental health, counseling center services and the increase in numbers of students seeking mental health. Dr. Hogan shared data comparing Appalachian State students to national averages in depression, anxiety, suicidal ideation, non-suicidal self-injury, and eating disorders. He shared that anxiety and depression are the most prevalent items seen nationally and at Appalachian.

Dr. Hogan shared that rural areas tend to have fewer resources available and can be financially difficult for students to access services. The Counseling and Psychological Services Center has seen an increase in the number of students seen over the last five years. He emphasized how important it is for the University to provide services for students.

Dr. Hogan then provided an overview of the Counseling and Psychological Services Center including its mission, accreditation, staffing model and services provided. He shared innovative ways to support students through partnering with other academic programs, athletics, other institutions, and working closely with Dean of Students staff.

OFFICE OF THE DEAN OF STUDENTS CASE MANAGEMENT: Chair Wilson then introduced Mr. Alan Rasmussen, Assistant Dean of Students and Director of Case Management.

Mr. Rasmussen began by defining case management, and how it has developed over time since the Virginia Tech shooting in 2007. At that time, a UNC System Task Force created a counseling center case manager separate from the Office of the Dean of Student to create a culture of care and concern to identify and assist students in distress.

Mr. Rasmussen then shared the University Health and Safety Council structure that includes a behavioral intervention team which serves as an umbrella for the early intervention team, CARE team and threat assessment team. Mr. Rasmussen reviewed types of incidents that would bring a student to CARE team, and shared the increase of students in distress over recent years.

Mr. Rasmussen reviewed the Case Management staffing model at Appalachian which includes three case managers and one interpersonal violence response coordinator. Mr. Rasmussen shared they are working towards moving from crisis management to case management. Mr. Rasmussen also highlighted partnerships with other organizations and entities.

UNIVERSITY HOUSING PROJECT UPDATE: Lastly, Chair Wilson introduced Mr. Matt Dull, Assistant Vice Chancellor for Student Affairs, who provided an update on the University Housing Project.

Mr. Dull provided a brief update on the current status of the project, and the next steps of the project. Work has already begun on the first phase of the parking deck. There is a request to the Board of Governors seeking approval of authority to continue to move forward with the project, and delegate authority to the Chancellor to negotiate a ground lease.

Mr. Dull then shared new design slides of the project and showed the progress being made on the parking deck.

ADJOURNMENT: There being no further business to come before the Committee, a motion was made, seconded and approved to adjourn the meeting.

Respectfully submitted,

Lori Eggers
Recording Secretary