

MINUTES
MEETING OF THE BOARD OF TRUSTEES
APPALACHIAN STATE UNIVERSITY

Friday, September 13, 2019
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 13, 2019, at 2:00 p.m. in the Parkway Ballroom of the Plemmons Student Union on the campus of Appalachian State University in Boone, North Carolina. Mr. John M. Blackburn, Chair, presided and called the meeting to order.

MEMBERS PRESENT:

M. Lee Barnes, Jr.
Donald C. Beaver
John M. Blackburn
Scott K. Lampe
DeJon B. Milbourne
Charles V. Murray
Mark E. Ricks
E. Bonnie Schaefer
Kimberly M. Shepherd
R. Thomas Sofield

MEMBERS ABSENT:

James M. Barnes
Carole P. Wilson

CONSTITUENCY REPRESENTATIVES
PRESENT (ex-officio):

Michael C. Behrent, Chair
Faculty Senate
Mallory L. Sadler, Chair
Staff Senate
Donna Fiori, President
Alumni Council

MEDIA PRESENT:

Jessica Stump
University Communications
Anna Oakes
Watauga Democrat
Moss Brennan
The Appalachian

CONFLICT OF INTEREST NOTICE: Chair Blackburn 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 Blackburn welcomed UNC Board of Governors representative C. Philip Byers, Ms. Jessica Stump, University Communications, Moss Brennan, *The Appalachian*, and Ms. Anna Oakes, *Watauga Democrat*.

ADMINISTRATON OF OATH OF OFFICE: Chair Blackburn recognized The Honorable Rebecca Eggers-Gryder of Watauga County, to administer the oath of office to new Trustees: John M. Blackburn, DeJon B. Milbounre, James K. Reaves, Mark E. Ricks, Kimberly M. Shepherd and R. Thomas Sofield.

Chair Blackburn announced that James. M. Barnes will take the oath of office at the November meeting.

APPROVAL OF ABSENCE: Chair Blackburn stated that Trustees James M. Barnes and Carole P. Wilson were absent due to personal reasons. Upon motion duly made and seconded, the absences were approved as presented.

APPROVAL OF MINUTES: The minutes of the June 21 & July 25, 2019 meeting had been delivered to all members on BoardEffect. Upon motion duly made and seconded, the minutes of the meetings were approved as presented.

REMARKS FROM CHANCELLOR EVERTS: (See Attachment 1).

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

Trustee Barnes stated that the Academic Affairs Committee met earlier in the day, and heard the following reports:

Enrollment Update

Cindy Barr, Associate Vice Chancellor for Enrollment Management presented an update on Apalachian's enrollment for Academic Year 2019-2020. Enrollment stands at over 19,200, which is a slight increase over 2018. Official enrollment numbers were captured on the designated census date, September 3rd, Day 10 of classes.

College of Arts and Sciences Department of Geography and Planning

Dr. Baker Perry presented his work as a research expedition team member of the National Geographic and Rolex Perpetual Planet Extreme Expedition to Mt. Everest in April and May

2019. This is the most comprehensive single research expedition to date in the region. His team installed a network of five automatic weather stations (AWSs) at elevations ranging from 12,500 ft to 27,657 ft. Two of the weather stations are the highest operating weather stations in the world.

Academy at Middle Fork Update

Dr. Melba Spooner, Dean of the Reich College of Education and Dr. Robin Groce, Reich College of Education Assistant Dean for the Academy at Middle Fork, provided an update on the first year of operation of the Appalachian State University Academy at Middle Fork. The Academy completed its first year of implementation in the 2018-19 school year, enrolling 272 mini-mountaineers and a full staff of kindergarten through fifth grade teachers.

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

REPORT FROM ATHLETICS COMMITTEE: Chair Blackburn recognized Trustee Mark Ricks, Chair of the Athletics Committee, for the report.

Trustee Ricks stated that the Athletics Committee met earlier in the day, and heard the following reports:

Student-Athlete Presentation

Baseball student-athlete, Kendall McGowan, gave the Committee insight into his transformational experience as a student-athlete at Appalachian. Kendall is currently listed as a top 15 Sun Belt Conference prospect for the 2020 Major League Baseball draft by D1Baseball.com, and is a Physical Education major and Coaching minor, with an anticipated graduation date of May 2021.

Sport Psychologist Presentation

Coordinator of Student-Athlete Services and Staff Psychologist, Jacob Cooper, provided the Committee with an overview of the services he will provide to Appalachian State student-athletes. Jacob's position was created through collaboration between Athletics and the Counseling Center, and will fill a vital role in supporting student-athlete well-being and mental health in the future.

Director of Athletics Presentation

Director of Athletics, Doug Gillin provided an update to the Committee concerning the Department of Athletics mission, which is in support of the educational mission of the University. Mr. Gillin also provided an overview of the recent community engagement efforts, including the "Morning with the Mountaineers", where student-athletes, cheerleaders, and Yosef greeted students in the Watauga County School system as they arrived at their campuses in August.

An update concerning the Athletics facilities was provided to include progress on the North End

Zone facility, currently under construction; the Appalachian 105 property, still in the design phase; and artificial turf replacement projects for soccer and baseball at both the Ted Mackorell Soccer Complex and Beaver Field at Jim and Bettie Smith Stadium.

An overview was provided on recent revenue generation efforts, including licensing and apparel, parking, fundraising events, and philanthropic giving. Lastly, a review of alcohol sales at Kidd Brewer Stadium was presented, effectiveness of initial procedures after the first two home contests, and potential adjustments moving forward was also included.

Trustee Ricks indicated that this concluded the report from the Athletics Committee (see Appendix B).

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

Trustee Murray stated that the Audit Committee met earlier in the day, and heard the following reports:

Internal Audits

- Financial Audits of New River Light and Power and Athletics were completed. No findings were reported.
- Annual reviews were conducted in the areas of inventory, receipt books, and cash counts. Recommendations were made to strengthen cash management procedures for one departmental cash fund, strengthen departmental receipting in compliance with University policies, and improve physical inventory processes for one University business unit.
- Follow-Up Reviews monitor management's implementation of recommendations from previous audits that were performed. Three follow-up reviews were performed for this quarter and the results were summarized and discussed.
- Campus-Wide Reviews: Quarterly reviews were conducted in the areas of E&T fund disbursements, fixed assets, procurement card disbursements, travel expenditures and departmental fund reconciliations. Recommendations were made regarding following

Appalachian State University Policy concerning departmental bookkeeping and p-card expenditures. No other significant findings to report.

External Audits

The NC Dept. of Administration/Division of Purchase and Contract performed an external compliance review. The report contained two findings and recommendations were made to strengthen documentation and compliance concerning utilizing statewide term contracts and to adhere to documentation and bidding requirements. Also, an update was provided on additional external audits currently in progress.

The 2019 Board of Trustees Audit Committee Certification Letter was reviewed and discussed. This certification regarding the Committee's duties and responsibilities is sent annually to the UNC System Office of Compliance and Audit Services. Also, an overview of the Self-Assessment of Internal Controls over Financial Reporting for the Fiscal Year 2019 was provided by University Controller David Jamison. 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.

Lastly, Risk Manager Denise Godwin provided the Audit Committee with an update concerning University Insurance coverage.

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

REPORT FROM BUSINESS AFFAIRS COMMITTEE: Chair Blackburn recognized Trustee Scott Lampe, Chair of The Business Affairs Committee, for the report.

Integrated Priority List

Vice Chancellor Paul Forte presented the annual integrated priority capital project list. These projects are funded through state appropriated repair & restoration money and University carry-forward monies. The list of projects was included in materials provided to the Trustees prior to the meeting. The total for the list this year is \$4.2 million. The University of North Carolina System Office has not yet finalized FY20 R&R Funding allocation by institution and Board of Governors approval is required.

Upon motion duly made, the recommendation was approved unanimously.

New Delegation of Authority

Mr. Forte shared the new delegation of authority for capital projects, the dollar threshold for Board of Governors approval went from \$300,000 to \$750,000, and the Board of Trustees approval threshold remains at \$300,000. Mr. Forte also stated the amendment for information technology equipment provide the Board of Governors with explicit authority to enter into lease purchase or installment purchase contracts for the purchase of certain IT and emergency management equipment.

Capital Projects

Mr. Forte gave an overview of current and planned capital projects, including the P3 Housing project, the End Zone project, and Sanford Hall.

Mr. Forte also gave an update on the status of the FY2020 budget.

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

REPORT FROM STUDENT AFFAIRS COMMITTEE: Chair Blackburn called on Vice Chancellor for Student Affairs J.J. Brown for the report.

Mr. Brown stated that the Student Affairs Committee met earlier in the day, and heard the following reports:

Mr. Matt Dull provided an update on the University Housing Project and its progress. The Parking Garage was completed on-time, and the first two buildings are also on schedule to open for next year's entering students. The second phase of the project (third building) is also in design. Ms. Beth Holcomb in Student Engagement & Leadership discussed some programs and initiatives to help students find their place on campus. The Committee was provided information about programs, events, our 400 student organizations, as well as the intentionality to help students build connections during their first few weeks on campus. Lastly, Dr. Susan McCracken and two students shared information about internship experiences and their value in the students educational journey.

Vice Chancellor for Student Affairs J.J. Brown indicated that this concluded the report from the Student Affairs Committee (see Appendix E).

ELECTION OF OFFICERS: Chair Blackburn called on Trustee Donald Beaver, Chair of the Committee, for the report.

Trustee Beaver announced the Nominating Committee presents the following slate officers for 2019-20:

Trustee John Blackburn, Chair
Trustee Scott Lampe, Vice Chair
Trustee Mark Ricks, Secretary
Dawn Antonucci, Assistant Secretary

Upon motion duly made and seconded, the nominations were approved as presented.

Resolution Concerning Board of Trustees Oversight of
University-Affiliated Organizations:

Chair Blackburn presented a Resolution Concerning Board of Trustees Oversight of University-Affiliated Organizations for approval. The Resolution had been provided to all members on BoardEffect for review prior to the meeting (see Attachment 2).

Upon motion made and seconded, the Resolution was approved unanimously as presented.

REMARKS FROM CHAIR BLACKBURN:

Chair Blackburn made the following comments/announcements/reminders:

- Thanked the Committees and their Chairs for their reports.
- The next scheduled Board of Trustees meeting will be held on Friday, November 22, 2019.
- Thanked the Trustees for all their efforts on behalf of Appalachian's students, faculty and staff.

CLOSED SESSION: Chair Blackburn announced that he would entertain a motion that the Board convene in closed session. Chair Blackburn asked that Governor Philip Byers, Chancellor Everts, Provost Kruger, Vice Chancellors, General Counsel, 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:

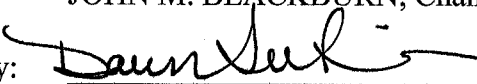
- prevent the premature disclosure of an honorary degree, scholarship, prize or similar award [N.C.G.S. §143-3 18.11(a)(2)];

PUBLIC SESSION RECONVENED: Upon motion duly made, seconded and approved, the Board reconvened in open session at 3:29 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 3:30 p.m.

JOHN M. BLACKBURN, Chair

By:



Dawn Antonucci
Assistant Secretary

Remarks by Sheri Everts, Chancellor

Good afternoon.

We are glad to have you here with us on this beautiful Boone day. This time of year in Boone is fabulous, and we have enjoyed beautiful weather, AND the first 2-and-0 start to a Mountaineer football season since 2010!

We do recognize it has not been as fortunate a season for many, however. I know all of us are thinking of our alumni, families of students, friends and colleagues who are still managing the aftermath of Hurricane Dorian.

Before I begin my report, please help me welcome Dr. Janice Pope, who has assumed the position of interim Dean for the College of Fine & Applied Arts. A member of Appalachian's faculty since 1996, Janice was in her second term as chair of the Department of Communication when she was appointed to this role. Janice, we are thrilled you are continuing your leadership at Appalachian – thank you for stepping into this role.

I regret to share that Dr. Dane Ward will be stepping down from his position as Dean of Libraries. He has assured us, however, he is not going away. He will continue working and conducting research that helps the university. Dane, I speak for the entire university, everyone in this room and countless others when I say thank you for the incredible contributions you have made – and will continue to make – at Appalachian.

We are about a month into the Fall semester and much has already taken place.

Today, I look forward to sharing how we are supporting our educational mission.

Last Thursday, we celebrated Appalachian's 120th year at the annual Founders Day celebration, which we hold each year on September 5, the first day of classes at Watauga Academy in 1899. It was a beautiful day that both honored and explored our institution's history.

The day's events included:

- Dedicating a sculpture of Lillie Shull Dougherty, which was a gift from the Dougherty family;
- A university history exhibition, which featured a research showcase with poster sessions by faculty, staff and students; and...
- A commemorative ringing of the Founders Bell, which is in its newly constructed pavilion on Founders Plaza.

I hope you will visit the plaza and take time to see the statue of Lillie, and the new home for the Founders Bell — which was painstakingly crafted by our Physical Plant staff, who took tremendous pride in reproducing the roofline and bell steeple of Watauga Academy.

It was a lovely celebration!

Last week, we also presented our annual Health, Wellness and Safety Week programming on campus, which included several pro-active outreach events and activities for students who live on and off campus. The goal of the event is to enhance students' knowledge of on- and off-campus support services and resources for health and safety efforts. Programming included a festival on Sanford Mall with interactive exhibits and demonstrations, and our annual "House Calls" visits to approximately 2,000 off-campus residences, during which more than 70 volunteers provided students with information promoting healthy behaviors that support student success.

We have a robust team of professionals who engage in education, prevention work, support and assistance — in residence halls, clubs and organizations and through numerous other outreach efforts to students. Our Office of Wellness and Prevention Services coordinates regular and consistent education and prevention programming. Our Appalachian Food Resource Hub was recently expanded by the Office of Sustainability. It provides free food staples and supplies, as well as fresh bread and seasonal, local fruits and vegetables to those on campus who need them, and was recognized in a New York Times article this week.

Additionally, Counseling & Psychological Services, Title Nine Compliance, Appalachian Police Department and Student Conduct offices all provide different types and levels of assistance and support to our university community. These efforts cross ALL divisions on campus, but I would like to take a moment to thank Vice Chancellor JJ Brown and his incredible team in Student Affairs, in particular, for the invaluable work they do to develop and support a healthy and safe learning environment for our students.

Last Tuesday was "census day," the day the UNC System takes a "snapshot" of all students' enrollment which becomes the official enrollment used for federal and state reporting. Continuing our average 5-year growth rate of 1-2%, our current enrollment stands at 19,280.

We are approaching a landmark enrollment rate of 20,000. Reaching this enrollment number will require university-wide commitment, and last week, I talked with faculty and staff about the importance of reaching this number.

Funding is tight for academic institutions, and the landscape for higher education is uncertain. We have all seen the recent headlines about campuses merging or closing their doors, and surveys and studies tell us this trend is likely to continue.

Reaching our goal of 20,000 students will not only bring in the tuition revenue we need, it will also bolster our position in Chapel Hill AND in Raleigh. We will all work together to reach this important milestone in Appalachian's history.

I am very pleased to share some important details about our enrollment numbers:

- Our first-year student enrollment stands at 3,501, which represents a 1.6% increase
- The total number of transfer students stands at 1,449

- Total enrollment for underrepresented students is 17.4%. This represents an 8.3% increase from Fall 2018 and an increase of 47% since 2014.
- Almost 1 in 5 of our new first-year students is racially or ethnically diverse, and underrepresented new, first-year student enrollment has increased by 80% since 2014. (This was the year that I arrived and charged admissions with addressing this growth).

These are impressive numbers, and represent the commitment of our faculty and staff. Let's take a moment to thank and appreciate them!

Our total enrollment for rural students exceeds 5,800, which is more than 300 students above the UNC System strategic plan benchmark for this year; and 28 percent of our total undergraduate population — or nearly 5,000 students — are first-generation college students.

Recruiting students is important, and yet our success can be even more effectively measured with retention rate metrics.

Our overall retention rate stands at nearly 88%, which is:

- Up from 87.2% last year;
- Well above national average; AND
- Third overall in the UNC System.
- Retention rates for our African-American students are up from 80% to over 89%
- Retention rates for our Hispanic students stand at nearly 88%, which is up from 83%; and
- Retention rates for all underrepresented students stand at just over 87%, which is also up... from 82%.

These numbers are an impressive testament to the work our faculty and staff do every day, and deserve applause!

Our latest data for our 2017-18 alumni show that ninety-eight percent of our undergraduate alumni and ninety-six percent of our graduate alumni are employed and/or enrolled in continuing higher education programs. Our students have demonstrated their ability to succeed, yet for many, the cost of a college education is burdensome — and for others, it is simply out of reach without scholarship assistance.

Last year, Appalachian awarded more than 1,500 scholarships based on financial need, scholarly abilities and academic achievements. Of those recipients:

- 38% identified as first-generation college students.
- 38% come from rural counties.
- 41% are low-income students.

Private funds continue to be critically important to college affordability, and to this end, I would like to ask you to help me welcome Jane Bargothi to Appalachian. Jane has taken the open

position of Senior Associate Vice Chancellor for Development, and she brings with her more than 13 years of development experience. She is also a 1996 graduate of Appalachian, and holds a passion for our mission.

Contributions to global scholarship are part of Appalachian's everyday practices.

This year, we hosted the 8th Annual Appalachian Energy Summit, during which experts, policymakers and students from across North Carolina and beyond discussed and strategized sustainability goals that have real and meaningful impact across our state and region. Appalachian's faculty, staff and students have been the driving force behind this symposium of scholarship and innovation. I am proud that, as a result of Appalachian's leadership with this summit, campuses of the UNC System — together with industry partners — have avoided more than 924 million dollars in utility costs.

Students at the Appalachian State University Academy at Middle Fork are making tremendous strides. Test results from the Department of Instruction were released this week, and we are seeing incredible progress. Science, math and reading scores have improved so dramatically in one year that we are six-tenths of a point from having our "low performing" designation removed. Teacher turnover has dropped 5 points from last year and nearly 11 points from the year prior. This impressive success is visible beyond the numbers — it is evident in the enthusiasm of the students, the passion of the teachers and the support from the administrators.

On their first week of the school year, I visited with Academy teachers and staff to wish them well as they begin their second year as the Appalachian State University Academy at Middle Fork. You can see here we also had a little fun! The energy at this Appalachian campus is invigorating!

Last month, our second class of police cadets celebrated their successful completion of the Appalachian Police Development Program. You will recall that students who complete this two-year program become sworn police officers while simultaneously earning their bachelor's or master's degrees. I am pleased to announce that 100% have passed their examination to become certified North Carolina police officers, and, of last year's class, 100% are employed or pursuing further education.

Appalachian's Police Department is committed to the security of our campus, and to improving the future of their industry. Last month, the North Carolina Police Executives Association named the department the Law Enforcement Agency of the Year, primarily for its Appalachian Police Officer Development Program — the second of its kind in the nation and the only such program in North Carolina. Our Chief, Andy Stephenson, is not only a dedicated and compassionate police officer, but he is also an exceptional leader for his team.

This summer, we celebrated 35 years of An Appalachian Summer Festival's contributions to the arts and culture in North Carolina's High Country. The eclectic mix of music, dance, theatre, visual arts and film attracted more than 28 thousand attendees to Appalachian's campus for world-class arts and cultural programming.

The festival raised more than 626 thousand dollars in individual gifts, corporate sponsorships, and public and private grants. Fifty-five percent of the festival's operations budget is covered by

contributed income. This helps keep ticket prices here in Boone for performances seen on stages in New York and London very low, and the arts accessible for all.

I am pleased to report our campus construction projects are on time and on budget!

Renovations are underway at Sanford Hall. We are bringing classrooms and office space up to modern standards, and improving the building's elevators, outdated HVAC, electrical and fire suppression systems. These renovations will be complete in Spring 2021 and will extend the life of the building by as much as 40 years. (Yesterday, a Faculty Senator thanked me for the noise coming from Sanford – because of the progress it represents.)

Last month, we officially opened our newest parking facility. This long-awaited, safety-focused parking deck provides 477 much-needed, well-lit parking spaces. The parking deck is an important campus improvement that benefits our faculty, staff, students, alumni and guests every day. For a few days out of the year it also supports the unbeatable Appalachian football gameday experience — and I've heard the tailgating there is fabulous!

Our residence hall project is progressing smoothly and showing visible progress every day. You will recall this project will replace nearly 1,800 beds — and add 400 more.

The Kidd Brewer Stadium end zone project is also underway. The demolition of Owens Field House took place at the end of the Spring semester. Prior to the demolition, our Physical Plant salvaged 300 thousand dollars' worth of materials for reuse in other campus buildings. All metals were recycled, and most of the masonry was used as fill material on construction sites. These actions accrue points toward our LEED green building certification for the new facility.

Our current construction projects total more than \$250 million, and represent the largest infrastructure investment in the entire UNC System. Each of these projects supports and elevates our educational mission. As we improve these spaces on our campus, university staff are working diligently to ensure as seamless an experience as possible for the students who will be living and learning alongside construction, as well as the many Mountaineer football fans. Speaking of which, many fans told us what a great time they had last weekend, and appreciated the new parking options as well as the vastly improved traffic flow with the opening of the new connector that allows traffic to exit near the Schaefer Center.

If you have attended our last two football games, you had the opportunity to try the new Yosef Golden Ale, which is on sale throughout the Boone area, including in our stadium! The partnership with Appalachian Mountain Brewery is made more meaningful because the brewmaster and co-founder of Appalachian Mountain Brewery, Nathan Kelischek, is an Appalachian alumnus, from the class of 2011. We are pleased to partner with him on this project. A portion of the wholesale proceeds benefits our A.R. Smith Department of Chemistry & Fermentation Sciences.

We have and will always prioritize the safety and security of our university community as we continue working through the logistics related to implementing alcohol sales at our athletics venues.

For 120 years, Appalachian has set the tone for higher education. This vision — this drive to address the problems of our region, state and world through creativity and innovation — is the reason we are, beyond a doubt, THE premier, public undergraduate university in North Carolina.

Thank you for your time today, and thank you — each of you — for supporting our university. Together, we will continue to fulfill Appalachian's mission.

Mr. Chairman, this concludes my remarks.

**RESOLUTION CONCERNING BOARD OF TRUSTEES OVERSIGHT OF
UNIVERSITY-AFFILIATED ORGANIZATIONS**

WHEREAS, University of North Carolina Policy 200.7 sets forth the duties, responsibilities and expectations of members of the Boards of Trustees of constituent institutions; and

WHEREAS, Board of Trustee duties, responsibilities and expectations include oversight and monitoring of the affairs of university-affiliated organizations of constituent institutions; and

WHEREAS, Appalachian State University currently has the following university-affiliated organizations: Board of Trustees of the Endowment Fund of Appalachian State University, Appalachian State University Foundation, Inc., Appalachian Student Housing Corporation, Appalachian's Board of Visitors, Appalachian Real Estate Holdings, Inc., Parent and Family Association, Alumni Association, Yosef Advisory Board, Academy at Middle Fork Advisory Board, and

WHEREAS, Appalachian also appoints members to the board of AppalCART, a free public transportation authority that serves Appalachian State University and the larger Boone community; and

WHEREAS, Appalachian Board of Trustees has determined that the adoption of certain uniform provisions by university-affiliated organizations with regard to their respective constitutions, composition, bylaws, and governing rules will allow the Board of Trustees to more effectively and efficiently carry out its oversight and monitoring responsibilities of Appalachian's university-affiliated organizations.

NOW, THEREFORE, be it

RESOLVED, that beginning with the 2019 Annual Meeting, the Board of Trustees of Appalachian State University hereby creates a standing Governance Committee under Article 3 of the Bylaws of the Board of Trustees of Appalachian State University; and be it further

RESOLVED, that the Governance Committee shall consist of the same five members of the Executive Committee, with the Chair of the Board serving as the Chair of the Governance Committee and the Vice-Chair of the Board serving as the Vice-Chair of the Governance Committee; and be it further

RESOLVED, that the Governance Committee shall be responsible for approving membership, composition, bylaws and governing rule changes of all university-affiliated organizations and Appalachian's appointments to the AppalCART board; and be it further

RESOLVED, that appointments to any university-affiliated organization and Appalachian's appointments to the AppalCART board from the date of this Resolution forward must be approved by the Board of Trustees Governance Committee; and be it further

RESOLVED, that the composition of each university-affiliated organization with the exception of the Appalachian Board of Visitors, shall not exceed twenty members; and be it further

RESOLVED, that affected university-affiliated organizations that currently have in excess of twenty members shall reduce their respective membership numbers; and be it further

RESOLVED, that appointments to university-affiliated organizations shall be for no more than three-year terms, and no person may be appointed for more than two consecutive terms; and be it further

RESOLVED, that each university-affiliated organizations shall modify their respective existing bylaws and governing rules to conform with this Resolution as soon as practicable, and in any event by March 31, 2020 shall provide to the Board of Trustees a letter confirming the adoption of updated bylaws and governing rules in accordance with this Resolution; and be it further

RESOLVED, that the creation of any new university-affiliated organizations and the dissolution or phasing out of existing university-affiliated organizations, as appropriate, must be approved by the Board of Trustees; and be it further

RESOLVED, that the Board of Trustees will amend its own Bylaws in accordance with this Resolution; and be it further

RESOLVED, that the Board of Trustees will provide contact information for the university-affiliated organizations to forward membership nominations and letters confirming the adoption of modified bylaws and governing rules; and be it further

RESOLVED, that the Board of Trustees will take any other action necessary or appropriate to carry out its university-affiliated oversight and monitoring responsibilities and obligations set forth in this Resolution.

APPROVED this 13th day of September, 2019.



John M. Blackburn
Chair

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

Friday, September 13, 2019
Room 415 – Rough Ridge
Plemmons Student Union

CALL TO ORDER: The Academic Affairs Subcommittee of the Board of Trustees of Appalachian State University met at the call of the Chairperson, Lee Barnes, on Friday, September 13, 2019, at 11:30 a.m. in the Rough Ridge of the Plemmons Student Union on the campus of Appalachian State University in Boone, North Carolina. Chairperson Lee Barnes presided and called the meeting to order.

MEMBERS PRESENT:

M. Lee Barnes, Jr., Chair
Donald C. Beaver
Charles V. Murray
Kimberly M. Shepherd
R. Thomas Sofield
Scott K. Lampe

MEDIA PRESENT:

Anna Oakes, Watauga Democrat

CONSTITUENCY

REPRESENTATIVES PRESENT:

Michael Behrent, Chair, Faculty Senate
Donna Fiori, Alumni Council President

OTHERS PRESENT:

John Adams
Mark Bachmeier
Cindy Barr
Talana Bell
Jacqui Bergman
Kathy Brown
Phillip Byers
Jennifer Chrisohon
James Douthit
Randy Edwards
Sheri Everts, Chancellor
Willie Fleming
Mark Ginn
Robin Groce
David Hayler

Marie Huff
Ece Karatan
Darrell P. Kruger
Heather Langdon
Mike McKenzie
Heather Norris
Baker Perry
Alexis Pope
Janice Pope
Toussaint Romaine
Neva Specht
Melba Spooner
Meredith Taylor
Jeff Vahlbusch

CONFLICT OF INTEREST NOTICE: Chairperson 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.

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

As we begin the business portion of the meeting, I would like to remind everyone of the Subcommittee’s expectations for conduct at our meetings. We ask that those attending today remain respectful of fellow attendees and the Subcommittee. 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 Charlie Murray and seconded by Donald Beaver to approve the meeting minutes from the Academic Affairs Committee meeting on June 21, 2019. The motion was approved unanimously.

2019-2020 ENROLLMENT UPDATE PRESENTATION

Ms. Cindy Barr, Associate Vice Chancellor for Enrollment Management, presented an update on ASU enrollment for Academic Year 2019-2020. Enrollment Management is pleased to report another year of slow and steady growth. Total enrollment stands at over 19,280, which is a slight increase over 2018. Official enrollment numbers were captured on the designated census date, September 3rd, Day 10 of classes. Nice gains are being seen for racially and ethnically underrepresented students as well as key student success measures such as retention and graduation rates.

DR. BAKER PERRY, PROFESSOR, COLLEGE OF ARTS AND SCIENCES DEPARTMENT
OF GEOGRAPHY AND PLANNING: ELEVATING METEOROLOGICAL
UNDERSTANDING ON EVEREST: INSTALLING THE HIGHEST WEATHER STATIONS
ON EARTH

Dr. Baker Perry presented his work as a research expedition team member of the National Geographic and Rolex Perpetual Planet Extreme Expedition to Mt. Everest in April and May 2019. This is the most comprehensive single research expedition to date in the region. His team installed a network of five automatic weather stations (AWSs) at elevations ranging from 12,500 ft to 27,657 ft. Two of the weather stations are the highest operating weather stations in the world. The AWS network will greatly improve climber safety on the main climbing routes on the south side of Mt. Everest and provide the public with near real-time information about mountain conditions and help continuously monitor the upper reaches of the atmosphere.

ACADEMY AT MIDDLE FORK UPDATE

Dr. Melba Spooner, Dean of the Reich College of Education and Dr. Robin Groce, Reich College of Education Assistant Dean for the Academy at Middle Fork, provided an update on the first year of operation of the Appalachian State University Academy at Middle Fork. The Academy completed its first year of implementation in the 2018-19 school year, enrolling 272 mini-mountaineers and a full staff of kindergarten through fifth grade teachers. The 2019-20 school year has seen an increase in student enrollment by approximately 20 students. The Academy held Open House the week before school started and experienced high turnout of parents as well as Appalachian staff members.

Chairperson Barnes called for the meeting to adjourn.

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

Respectfully submitted,

Kathy Brown
Recording Secretary

MINUTES
MEETING OF THE ATHLETICS COMMITTEE
APPALACHIAN STATE UNIVERSITY

Friday, September 13, 2019
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 Friday, September 13, 2019, at 1:00 p.m. in the Rough Ridge Room of the Plemmons Student Union on the campus of Appalachian State University, Boone, North Carolina. Mark E. Ricks presided and called the meeting to order.

MEMBERS PRESENT:

Scott K. Lampe
James K. Reaves
Mark E. Ricks
R. Thomas Sofield

CONSTITUENCY REPRESENTATIVE PRESENT:

Donna Fiori, Alumni Council
President

OTHERS PRESENT:

George M. Baldwin
C. Philip Byers
Joe R. Carter
Jacob W. Cooper
Aubry Dix
Randy K. Edwards
Brenton M. Ervin
Sheri Everts, Chancellor
Douglas P. Gillin
Chris J. Hogan
Heather H. Langdon
Kendall K. McGowan
DeJon M. Milbourne
Anna Oakes
Jonathan B. Reeder
Toussaint C Romain
Rene A. Salinas
Andrew M. Stephenson
Troy T. Tuttle

CONFLICT OF INTEREST NOTICE: Chair Ricks 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 Ricks 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 Ricks stated the June 21, 2019 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, Kendall McGowan from Baseball, gave the Committee insight into his transformational experience as student-athlete at Appalachian State University. To conclude his presentation, Kendall discussed his plans following graduation.

PRESENTATION FROM STAFF PSYCHOLOGIST: Jacob Cooper, who was recently hired into the new position of Coordinator of Student-Athlete Services and Staff Psychologist, provided the Committee an overview of the services he will provide to App State student-athletes. Jacob’s position was created through collaboration between Athletics and the Counseling Center, and will fill a vital role in supporting student-athlete well-being and mental health in the future.

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

- Review of the Department of Athletics mission, which is in support of the educational mission of the University; protects and promotes the safety, health and well-being of each and every one of our student-athletes; guides and supports our student-athletes in their quest for excellence – academically, athletically, and socially; and gathers and engages our University community to become a part of the department’s plans
- Recent community connection efforts, including the “Morning with the Mountaineers”, where student-athletes, cheerleaders, and Yosef greeted students in the Watauga County School system as they arrived at their campuses in August
- 10,000 complimentary ice cream bars were distributed to students and fans attending the season opening football game against East Tennessee State University on August 31
- Athletics facilities updates, including progress on the North End Zone facility, currently under construction; the Appalachian 105 property, still in the design phase; and artificial

turf replacement projects for soccer and baseball at both the Ted Mackorell Soccer Complex and Beaver Field at Jim and Bettie Smith Stadium

- Recent revenue generation efforts, including licensing and apparel, parking, fundraising events, and philanthropic giving
- Items related to alcohol sales and football game day logistics at Kidd Brewer Stadium, including effectiveness of initial procedures after the first two home contests, and potential adjustments moving forward

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)]; and
2. consult with our attorney to protect the attorney-client privilege. [N.C.G.S § 143-318.11(a)(3)].

The motion was approved unanimously. Chancellor Sheri Everts, Board of Trustees members, General Counsel, Director of Public Safety/Chief of Police, Mr. Doug Gillin, Director of Athletics, and Mr. Jonathan Reeder, Executive Associate Athletics Director, were asked to remain for closed session. All others were excused.

OPEN SESSION RECONVENED: Chair Mark E. Ricks reconvened the open session.

ADJOURNMENT: After the open session reconvened, the meeting of the Athletics Committee adjourned at 2:00 p.m.

Respectfully submitted,

Jonathan B. Reeder
Recording Secretary

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

Friday, September 13, 2019
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 Friday, September 13, 2019, at 1:00 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
Donald C. Beaver
Kimberly M. Shepherd

MEMBER ABSENT:

James M. Barnes

CONSTITUENCY REPRESENTATIVE PRESENT:

Mallory Sadler, Chair, Staff Senate

OTHERS PRESENT:

John Blackburn
Eloise Covalt
Clayton Christian
Paul Forte
Denise Godwin
Mark Ginn
David Jamison
Darrell Kruger
Paul Meggett
Monica Saner
David Hayler
Elizabeth Wall
Rick Rheingans
Megan Bruffy
Jennifer Chrisohon

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, 2019 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, 2019 Audit Committee meeting. There being no corrections, upon motion duly made and seconded, the minutes of the meeting were approved as presented.

SUMMARY OF 2019-2020 AUDIT PLAN AND RECENT INTERNAL AUDIT REPORTS: Mrs. Eloise Covalt, Chief Audit Officer, reviewed the 2019-2020 Internal 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:

- NRLP – 12/31/18
- Athletics FYE 2018
- Annual Cash Counts FYE 2019
- Receipt Book Review FYE 2019
- Inventory Review FYE 2019
- Follow-up Reports:
 - Basketball Camp Store
 - ADA Administrative Requirements
 - University Housing – Time Reporting Process for Student Temporary Employees
- Quarterly Campus-Wide Reviews (Quarter Ended: AMJ 2019):
 - Departmental Fund Activity Reconciliation
 - Educational & Technology Funds
 - P-Card Expenditures
 - Fixed Asset Control
 - Travel Disbursements

RECENT EXTERNAL AUDIT ACTIVITY UPDATE: Mrs. Eloise Covalt, Chief Audit Officer, provided a summary of six external audits currently in progress. Additionally, Mrs. Covalt provided the results of the NC Dept. of Administration/ Division of Purchase and Contract external compliance review recently completed. The report contained two findings and recommendations were made to strengthen documentation and compliance concerning utilizing statewide term contracts and to adhere to documentation and bidding requirements.

OTHER:

- Review 2019 Board of Trustees Audit Committee Certification Letter. Mrs. Eloise Covalt, Chief Audit Officer, provided the Audit Committee with a copy of the certification letter sent to Mrs. Lynn Sanders, CPA and Vice President for Compliance and Audit Services for the UNC System. This certification letter, signed by the Audit Committee Chair, Mr. Charles Murray, is sent annually and certifies that the Committee’s duties and responsibilities have been completed as prescribed.
- Self-Assessment of Internal Controls over Financial Reporting Fiscal Year 2019. An overview was provided by University Controller David Jamison. 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.

- Enterprise Risk Management Update: Mrs. Denise Godwin, Risk Manager, provided the Audit Committee with an update concerning University insurance coverage.
- New Board of Trustees Audit Committee member, Kimberly M. Shepherd, was formally introduced to the Committee.

CLOSED SESSION: A motion was made for the Committee to convene in closed session to: prevent the disclosure of privileged or confidential information pursuant to N.C.G.S section 132-6.1(c) and to 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)]. The motion was seconded and approved. Chair Murray asked Dr. Mark Ginn, Mrs. Denise Godwin, Dr. Darrell Kruger, Mr. Paul Meggett, and Ms. Monica Saner, the recording secretary, join the voting members in closed session. All others were excused.

RECONVENE IN OPEN SESSION: After the closed session was adjourned, the Committee reconvened in open session.

ADJOURNMENT: There being no further business, the meeting of the Audit Committee adjourned at 2:00 p.m.

CHARLES V. MURRAY, Chair

By: _____
Monica Saner
Recording Secretary

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

September 13, 2019
Room 415 – Rough Ridge
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 Friday, September 13, 2019, at 10:30 a.m. in the Rough Ridge Room of the Plemmons Student Union on the campus of Appalachian State University, Boone, North Carolina. Mr. Scott Lampe presided.

MEMBERS PRESENT:

M. Lee Barnes, Jr.
John M. Blackburn
Scott K. Lampe
DeJon M. Milbourne
James K. Reaves
Mark E. Ricks
R. Thomas Sofield
Carole P. Wilson

CONSTITUENCY REPRESENTATIVES
PRESENT:

Michael Behrent, Chair
Faculty Senate
Donna Fiori, President
Alumni Council

OTHERS PRESENT:

John Adams
Talana Bell
Philip Byers
Mark Bachmeier
Moss Brennan
J.J. Brown
George Baldwin
Jennifer Chrisohon
Crawford Cleveland
Linda Coutant
Aubrey Dix
Matthew Dockham
Randy Edwards

integrated priority list for approval. Mr. Forte explained that these projects are funded through state appropriated repair and renovation money and University carry-forward monies.

Projected Annual Funding:	Projects FY 2020
Carryforward	200,000
Current Year R&R	3,500,000
Departmental/College Contribution	-
Total Projected Annual Funding	3,700,000
Projects	
Walker Hall - Structural Repairs	800,000
Campus-wide Access and Security Systems	750,000
Chapel Wilson Roof Repairs	300,000
Physical Plant State Farm Roof Repairs	400,000
Holmes Center Stair Replacement	300,000
Sanford Hall Chilled Water and Hall Entrance	600,000
B.B. Dougherty Emergency Generator	200,000
Physical Plant State Farm - Wall Repair	200,000
Holmes Center - VAV Box Replacement	150,000
Total Project Costs	3,700,000

Following discussion, the motion was made and seconded to approve this integrated priority list. The motion carried.

BUDGET OVERVIEW

Mr. Paul Forte, Vice Chancellor for Business Affairs, recognized Mr. Matthew Dockham, Director of External Affairs and Community Relations. Mr. Dockham presented a brief legislative update.

NEW DELEGATIONS OF AUTHORITY:

For information purposes, Mr. Paul Forte, Vice Chancellor for Business Affairs, presented the following new delegations of authority:

1.) New Capital Authorization:

- On July 1, 2019, the UNC capital project procedure guidance changed significantly for all projects from non-general fund sources. This change allows Board of Governors dollar threshold to increase from \$300,000 to \$750,000. The Board of Trustees threshold however is still \$300,000.
- The formal bid solicitation is required for estimated project cost over \$500,000.
- A formal UNC System contract is used for projects over \$500,000.
- A public advertisement for designer selection is required for projects over \$500,000.
- Board of Trustees approval is still the decision authority on designer selection regardless of project cost.

2.) Information Technology Equipment

- This is an amendment to G.S 116-41.2 that provides the Board of Governors authority to enter into lease purchase or installment purchase contracts for the purchase of certain IT and emergency equipment.

UPDATE ON CAPITAL IMPROVEMENT PROJECTS:

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

There being no further business, the meeting adjourned at 11:05 a.m.

Respectfully submitted,
Diane Pitts

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

Friday, September 13, 2019
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 on Friday, September 13, 2019, at 11:30 a.m. in the Rough Ridge room of the Plemmons Student Union on the campus of Appalachian State University in Boone, North Carolina. Mr. John Blackburn, Acting Chair, presided and called the meeting to order.

MEMBERS PRESENT:

John M. Blackburn
DeJon B. Milbourne
Carole P. Wilson

CONSTITUENCY REPRESENTATIVES
PRESENT:

Mallory Sadler,
Chair, Staff Senate

OTHERS PRESENT:

Brian Brown
J.J. Brown
Joe Carter
Jeff Cathey
Crawford Cleveland
Linda Coutant
Aubry Dix
Logan DiFranco
Matthew Dockham
Matt Dull
Lori Eggers
Ellen Grulke
Chris Hogan
Beth Holcomb
Alex Howard
Susan McCracken
Matt McNaney
Paul Meggett
Gracie Linsley
Alan Rasmussen
Jennifer Shaffer
Deanne Smith

J.K. Reeves
Mark Ricks
Traci Royster
Alex Young

CONFLICT OF INTEREST NOTICE: Chair Blackburn 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 Blackburn 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 Blackburn stated the June 21, 2019 Student Affairs Committee minutes were provided as an attachment in BoardEffect. A motion was made, seconded and approved to accept the minutes as distributed

UNIVERSITY HOUSING PROJECT UPDATE: Mr. Matt Dull provided an update of the progress and shared recent photos of the housing project on the west side of campus. Phase I, which included the parking deck, was completed in August for fall semester opening. Phase 1B, Buildings 100 and 200, are under construction and on schedule. Current work includes framing, sheathing, roof, window, interior plumbing, electrical and mechanical work. Exterior rockwork and brick on building will be starting soon. Phase II, Building 300, is in design review for compliance with University standards, and will begin construction mid-February 2020. It is the same company and contractor throughout project for each phase. The contractors have been remarkable and can visibly see the progress of each phase. J.J. Brown thanked the Board of Trustees for their continued support on this project.

CONNECTING STUDENTS TO CAMPUS LIFE: Ms. Beth Holcomb with Student Engagement & Leadership shared information on programs and initiatives to engage students at the beginning of the semester. She shared on the number of ways and intentionality to engage and involve students. Ms. Holcomb discussed a number of programs, events and over 400 student organizations that help students build connections during their first few weeks on campus. There is a wide array of events to reach all students. We partner with academic departments and other departments across campus to collaborate on different events and programs for all students.

STUDENT INTERNSHIP SPOTLIGHTS: Dr. Susan Mcracken gave a brief overview of the internship program, support and resources offered to students through the Career Development

Center. Dr. McCracken then introduced two students, Ms. Logan DiFranco and Mr. Alex Young, who shared about their own internship experiences. Ms. DiFranco was an intern for Spark Foundry in Illinois this past summer; and Mr. Young was a program intern for Disney in Fall 2018. They both spoke on the impact of their experience and assistance and guidance they received from the Career Development Center.

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