

MINUTES  
MEETING OF THE BOARD OF TRUSTEES  
APPALACHIAN STATE UNIVERSITY

Friday, September 5, 2025

9:00 a.m.

Grandview Ballroom  
North End Zone Facility

CALL TO ORDER: The Board of Trustees of Appalachian State University met at the call of the Chair and the Chancellor in the Grandview Ballroom in the North End Zone Facility on the campus of Appalachian State University on Friday, September 5, 2025, at 9:00 a.m. Chair Mark E. Ricks presided and called the meeting to order.

MEMBERS PRESENT:

Jeff Chesson  
Anita Greene  
James Harris  
James Reaves  
Mark Ricks, Chair  
Jamie Schaefer  
Kimberly Shepherd  
Thomas Sofield  
Nicole Tran  
Wayne Sumner  
Will Warren  
Steven Wyatt

MEMBERS ABSENT:

Tamela Everett

OTHERS PRESENT:

Dawn Antonucci  
Kristen Bonatz  
JJ Brown  
Philip Byers  
David Cook  
Brad Cooper  
Doug Gillin  
Megan Hayes  
Greg Lovins  
Heather Norris, Chancellor  
Will Sears  
Neva Specht

CONFLICT OF INTEREST NOTICE: Chair Ricks 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.

Chair Ricks also read the following: "As we begin the business portion of the meeting, I would like to remind everyone of the Board's expectations for conduct at our meetings. We ask that those attending today remain respectful of fellow attendees and the Board. 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."

ROLL CALL: Chair Ricks asked David Cook to call roll to verify all participants at the meeting.

RECOGNITION OF VISITORS: Chair Ricks welcomed Board of Governors Member Philip Byers, university leadership, guests and members of the media including reporters from the Appalachian and the Watauga Democrat.

APPROVAL OF ABSENCES: Chair Ricks called for a motion to approve the absence of Trustee Tamela Everett from today's meeting. Upon motion made by Trustee Wyatt and seconded by Trustee Sofield, the absence was approved.

ADMINISTRATION OATH OF OFFICE: Chair Ricks recognized the Honorable Milton Fletcher, who was in attendance to perform the oath of office for new and reappointed trustees. Trustees Chesson, Harris, Schaefer, Sumner, Tran, Warren, and Wyatt were administered the oath of office.

CLOSED SESSION: Chair Ricks called on Trustee Sofield to share a motion for the Board to convene in closed session. Upon motion duly made and seconded, the motion was approved as presented.

Chair Ricks asked that everyone be excused with the exception of Board of Governors member Philip Byers, Trustees, Chancellor Norris, Executive Vice Chancellor & Provost, Chief Operating Officer & Executive Vice Chancellor Brown, Chief of Staff, Vice Chancellor Sears, the Vice Chancellor for Institutional Integrity & General Counsel, Director of Chancellor Communications, Director of Athletics, and the Assistant Secretary.

Chair Ricks stated the livestream would be closed as the Board convened in closed session. Once the Board returns to open session the livestream will resume.

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

prevent the disclosure of privileged or confidential information pursuant to North Carolina General Statute, Section 126-22 in accordance with [N.C.G.S. §143-318.11(a)(l)];

prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award in accordance with [N.C.G.S. §143-318.11(a) (2)];

consult with the University's attorney in order to preserve the attorney-client privilege pursuant to [N.C.G.S. §143-318.11(a) (3)]; and

consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual, public officer or employee or prospective public officer or employee in accordance with 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 10:15 a.m.

REMARKS FROM CHANCELLOR NORRIS: (see Attachment 1).

REPORT FROM THE ACADEMIC AFFAIRS & STUDENT AFFAIRS COMMITTEE: Chair Ricks recognized Trustee James Reaves, Acting Chair of the Academic Affairs and Student Affairs Committee, for this report.

Trustee Reaves stated that after the Committee approved minutes from the March 13, 2025 meeting, they considered two action items and two information items.

#### Faculty Handbook Changes

Acting Senior Vice Provost, Jamie Parson, presented proposed updates to several sections of the Faculty Handbook as found in Exhibits A-1A and A-1B in BoardEffect. This item was approved by the Academic Affairs and Student Affairs Committee and is on the consent agenda for Board approval.

#### Faculty Workload Report

Acting Senior Vice Provost, Jamie Parson, presented the Faculty Workload Report as found in Exhibit A-2 in BoardEffect. Each constituent institution is required to compile an annual report of the previous year's faculty activity to present to the Board of Trustees for review and approval. This item was approved by the Academic Affairs and Student Affairs Committee and is on the consent agenda for Board approval.

#### Quality Enhancement Plan Presentation

Laura England, Associate Director of the Quality Enhancement Plan (QEP), gave a presentation detailing the QEP's purpose and goals. The theme of the plan is Pathways to Resilience.

#### Student Research Presentation

Chris Lucero, a graduate student in the Department of Geography and Planning presented his research focusing on using geographic technology (GIS) to understand phosphorus cycles in the

High Country. His work also investigates the magnitude of Helene-related flooding in headwater streams, which has important implications for how phosphorus cycles during these events.

Trustee Reaves then concluded his report from the Academic Affairs and Student Affairs Committee (see Appendix A).

REPORT FROM ATHLETICS COMMITTEE: Chair Ricks recognized Trustee Jeff Chesson, Chair of the Athletics Committee, for this report.

Trustee Chesson stated that the Athletics Committee met and approved the minutes from the March 13, 2025 meeting.

Director of Athletics, Doug Gillin, gave an Athletics Update to the Committee beginning with App State Student-Athletes earning their 26<sup>th</sup> consecutive semester with a cumulative grade point above a 3.0.

In the community, student-athletes and coaches participated in the Boone July 4th parade, welcomed Watauga County School system students back to class for the fall semester, and engaged with fans during the annual Fan Fest event.

App State's revenue generation and fundraising efforts were then discussed, as App State Football sold out their season ticket allotment for the fourth consecutive season, and have sold out 12 straight home games heading into the matchup with Lindenwood. Several successful Athletics fundraisers were held since the spring, including the annual Legends Event, Football Golf Tournament, Yosef Club Golf Tournament, and Women In Motion events.

The last item shared was an update on App State Athletics Capital Projects, including the Groundbreaking Ceremony for the new Sofield Family Indoor Practice Facility, held on August 15th.

Trustee Chesson stated the Committee then convened in closed session to discuss a coaching contract and that the Committee now makes a motion to the Board to approve the coaching contract for Head Men's Golf Coach, John Michael Cole, as provided in BoardEffect.

Upon motion duly made and seconded, the contract was approved as presented.

Trustee Chesson then concluded his report. (see Appendix B).

REPORT FROM THE AUDIT COMMITTEE: Chair Ricks recognized Trustee Anita Greene, Chair of the Audit Committee, for this report.

Trustee Greene stated the Audit, Risk, and Compliance Committee met and considered one action item. The Committee approved the Annual Audit Plan for fiscal year 2026. This item was included in today's consent agenda.

Other informational items discussed included:

1. The committee received the annual confirmation of the organizational independence of the internal audit activity.

2. The committee received an update on the Office of Internal Audits Key Performance Indicators for FY '25 and the Internal Audit Self-Assessment and Maturity Model tool as provided by the NC Council of Internal Auditing of the Office of State Budget and Management. The assessment results were reviewed and discussed with the Committee. This is an important part of Internal Audit's monitoring for quality assurance and to ensure alignment with the Institute of Internal Auditors' Standards.
3. The 2025 Board of Trustees Audit Committee Certification Letter was reviewed. This certification regarding the Committee's duties and responsibilities is sent annually to the UNC System Office Chief Audit Officer.
4. The committee reviewed and discussed the final FY '25 annual audit plan.
5. The committee reviewed 9 internal audits, investigations, and consultations that have been completed since the previous ARC Committee meeting.
6. The committee reviewed the external audits currently in progress and completed since the last meeting.
7. The committee reviewed and approved the FY '26 annual audit plan.
8. An overview of the Self-Assessment of Internal Controls over Financial Reporting for the Fiscal Year '25 was provided by Associate Vice Chancellor and 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.

Trustee Greene then concluded her report from the Audit Committee (see Appendix C).

REPORT FROM FINANCE AND OPERATIONS COMMITTEE: Chair Ricks recognized Jamie Harris, Chair of the Finance & Operations Committee, for this report.

Trustee Harris stated the Finance and Operations Committee met and approved minutes from the March 14, 2025 meeting and considered five action items in open session; all of which are included in the consent agenda for approval.

- The first action item is a Capital Projects Authorization for Campus Dining Master Plan Advanced Planning. The associated materials can be found in Board Effect under EXHIBIT D-1A.
- The second action item is a Capital Projects Authorization for Campus Dining Master Plan Phase I Construction that can be found in Board Effect under EXHIBIT D-1B.
- The third action item is a Capital Projects Authorization for Belk Library Master Plan that can be found in Board Effect under EXHIBIT D-1C.
- The fourth action item is a Capital Projects Authorization for New River Light & Power, Helene Site and Various Repairs that can be found in Board Effect under EXHIBIT D-1D.
- The fifth action item is Parking and Transportation Regulations that can be found in Board Effect under EXHIBIT D-2.

There were also three informational items presented to the Committee.

1. The first information item was an Accounts Receivable write-offs report that can be found in the Board Effect materials under EXHIBIT D-3 and was presented by Interim Chief Financial Officer Greg Lovins.

2. The second information item was a Credit Rating Report by Interim Chief Financial Officer Greg Lovins.
3. The third information item was an update on current capital projects presented by Executive Vice Chancellor and Chief Operating Officer JJ Brown.

Trustee Harris then concluded his report for the Finance and Operations Committee (see Appendix D).

NOMINATION FOR AFFILIATED BOARDS: Chairs Ricks state that the next item on the agenda is to elect new members of the Board of Trustees of the Endowment Fund. The Board of Trustees has the responsibility to establish and maintain an endowment fund for the University, including electing its members. As a reminder, the Endowment Fund Board consists of eight members: the BOT Chair and Vice Chair, the Chancellor, and five other elected members. The current elected members are Trustee Jeff Chesson, Trustee Jamie Harris, Executive Vice Chancellor JJ Brown, Interim Chief Financial Officer Greg Lovins, and there is one vacancy.

Per Chair Ricks, to fill the vacancy, we have asked Trustee Kimberly Shepherd to serve in the seat vacated by Fairley Bell Cook. In addition, Brad Cooper will join the Board of Trustees Endowment Fund upon his appointment as Chief Financial Officer, which begins on October 6. We thank Interim Chief Financial Officer, Greg Lovins, for his service.

Chair Ricks asked for a motion to approve these recommendations as put forth. Upon motion made by Trustee Wyatt and seconded by Trustee Sumner, the recommendations were approved as presented.

REPORT FROM ADVANCEMENT: Vice Chancellor Will Sears introduced guest presenters Josh Sims and Andy Canada from Palmetto Philanthropy. Mr. Sims provided an overview of Palmetto Philanthropy and Mr. Canada discussed the “campaign study phase” that we are currently entering. Some of the Board’s roles and expectations were discussed and everyone was encouraged to engage and participate in the interview process.

CONSENT AGENDA: Upon motion duly made and seconded, the consent agenda was approved as presented and consisted of the following items:

Meeting Minutes 3.14.25, 4.25.25, 6.16.25, 6.17-18.25, 7.9.25, 7.24.25, 8.7.25, & 8.18.25  
Faculty Handbook Updates – EXHIBITS A-1A and A-1B  
2024-25 Faculty Workload Annual Report – EXHIBIT A-2  
2026 Internal Audit Plan – EXHIBIT C-1  
Capital Project Authorizations – EXHIBIT D-1

- a. Campus Dining Master Plan Advanced Planning
- b. Campus Dining Master Plan Phase I Construction
- c. Belk Library Master Plan
- d. NRLP Helene Site and Various Repairs

  
Parking and Transportation Regulations – EXHIBIT D-2  
Account Receivable Write-offs – EXHIBIT D-3

REMARKS FROM CHAIR MARK RICKS: Chair Ricks thanked the IT/AV support staff as well as to the food service team. Chair Ricks reminded all trustees to please register for the upcoming October 15 UNC Board of Trustees workshop.

ADJOURNMENT: There being no further business, the meeting was adjourned at 11:07 a.m.

Mark E. Ricks, Chair

By: David Cook  
David Cook  
Assistant Secretary

# Remarks from the September 5th, 2025 Meeting of the Board of Trustees

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Friday, September 5, 2025

Thank you, Mr. Chair.

It's been an exciting beginning to the academic year! Following the groundbreaking for the Sofield Family Indoor Practice Facility, the big wins have continued for Mountaineer Athletics. Cross country, field hockey, soccer and volleyball are all starting out their seasons with great success! And of course, we're excited to go into our first home Mountaineer football game 1-0. More than 10,000 student tickets have already been claimed for this game — so we know it will be a fun experience for students and their families here for Family Weekend!

We also have heard great feedback about yesterday's meeting with our High Country Community partners, and it was wonderful to have members of this board and the Foundation Board in attendance.

I thank you, Chair Ricks, for prioritizing the strengthening of our relationships with government, civic and education leaders from the High Country to the Catawba Valley.

I'd also like to take a moment here to welcome Brad Cooper to App State. As I shared earlier this week, after a national search, I've appointed Brad to the role of chief financial officer, effective Oct. 6. Brad's background and experience include more than a decade of increased responsibility in accounting and finance roles in higher education at the University of Alabama in Huntsville and Auburn University, as well as three years in the public sector for the Alabama Housing Finance Authority. He is a certified public accountant with numerous professional licenses in his portfolio, and we are fortunate to have him join our team. Brad, thank you for being here today.

I'd also like to take this opportunity to publicly thank Greg Lovins, who continues to steadfastly lead the finance area with grace and professionalism through a key time of transition for the department and the university. Thank you, Greg.



And of course, this weekend is Family Weekend at App State — an opportunity for Mountaineer family members to spend time with their students with a wide selection of fun activities: from arts events, to sharing meals together in campus dining locations, to an evening of celestial investigations with App State astronomers, to attending local community events like the Watauga County Farmer's Market and Blowing Rock's Art in the Park, to cheering on our student-athletes at Mountaineer football and field hockey games.

It's a great opportunity for families to get a taste of the variety of on- and off-campus experiences available to our students.

In a challenging time for the higher education industry, Appalachian State University is operating from a position of strength, largely because of who we are as a community. Individually and collectively, we are bolstered by our shared university culture and history.

App State's trusted brand, robust student demand and a solid history of strong enrollment, successful expansion in Hickory and online programs, steadfast operating support from the state of North Carolina and long-standing, healthy donor support give us much to build upon. These are all factors that are independently recognized — including by the Moody's global credit rating agency, which upgraded the university's status to a stable overall outlook last week.

As a driver for innovation, we're making significant impacts here in the High Country and far beyond — with technological innovations, rural health care initiatives, educational leadership, creative endeavors and explorations that connect our past to our future.

While maintaining our student-centered approach to education, our university has grown into a dynamic research institution. Our recent Carnegie Classification to Research 2 status, in recognition of our achievements in teaching and research, places us among the nation's doctoral universities with high research activity and affirms a continued trajectory of academic excellence.

Thank you to this board for your role in this continued success. We are fortunate to have you as leaders, advisors, supporters and advocates — who are passionately focused on the success of our students, faculty and staff.

Last Friday was census day — the date we use to report our official enrollment numbers. I'm happy to report that demand for an App State education remains

strong. This year will mark yet another record year of enrollment for our university. Our total enrollment is now 21,798.

This is our largest enrollment ever, and the growth is accounted for primarily by a nearly 28% increase in our online student population, as well as some strong growth in the number of students on our Hickory campus and in our graduate programs.

We continue to strategically manage Boone campus enrollment, recognizing the area here has limited capacity to increase its population, and in keeping with this, Boone campus student enrollment has stayed stable again this year, as it has for more than five years.

Looking to the future, we'll continue to hold Boone enrollment steady while focusing growth at our Hickory Campus and with our App State Online programs, including our new "Flight Path" programs, tailored for adult learners.

Supported by the Project Kitty Hawk partnership with the UNC System, we've launched new online undergraduate programs in supply chain management, criminal justice, health care management, accounting, and organizational leadership and learning, and we are launching an online marketing degree in the coming year.

We signed the partnership agreement with Project Kitty Hawk in April of last year, and enrollment in the PKH-partner programs now accounts for 14% of our online students.

Transfer students now make up nearly one-third of the total undergraduate student population, with 70% of new transfer students coming to the university from 140 community colleges across the nation.

Through our Aspire Appalachian program, we have formal partnerships with nearly 60% of North Carolina's community colleges, and we've been recognized statewide, as well as nationally, for our support of transfer students. Thanks to Nate Weigl and the Transfer Admissions & Engagement team, we were recently recognized as a leader for our Aspire Appalachian program, which focuses on high-demand fields, significantly boosting degree completion rates, surpassing the national average by over 22%.

As we grow opportunities through our Hickory Campus and our online educational platforms, there's a real opportunity to expand access to a high-quality, cost-

effective education that builds the skills and innovations our communities need for the future.

We understood this several years ago, when we began academic program planning for our Hickory Campus — expanding higher education access in what was previously the largest metropolitan area in the state without a four-year public university campus.

Since that time, we've actively engaged with government, educational, industry and civic leaders in the Catawba Valley area. We've looked at current and projected labor market data for the area, measured student demand and industry needs and worked with faculty to ensure we can deliver programs that students can complete on time with positive return on investment and favorable career outcomes.

Provost and Executive Vice Chancellor Neva J. Specht and her leadership team have focused the educational offerings on the Hickory Campus to 13 core programs that align with our Academic Affairs strategic plan and the needs of the Hickory area market. Our Hickory campus majors now include programs that span the broad areas of business, education and health sciences.

We will continue to offer opportunities to complete general education and business core courses at App State Hickory, and we are actively developing additional new program offerings unique to the Hickory Campus — as well as certificates, professional development and evening and weekend class meeting times that work for students who are also holding down full-time jobs.

The latest phase two renovations for the 225,000-square-foot App State Hickory Campus second floor were completed over the summer.

These beautiful renovations, which opened for the fall 2025 semester, include more classrooms, conference room spaces and offices on the second floor — as well as a new computer lab and cybersecurity lab, two science labs, and student lounge and study areas.

We look forward to showing you around the campus at an upcoming Board meeting, and of course you are welcome to drop by any time to see it in person!

We are grateful for the continued partnerships with education leaders in the area, and we are also appreciative of the relationships and collaborations we are forming and strengthening, including with Lenoir-Rhyne University, Catawba Valley Community College, Caldwell Community College & Technical Institute and the

North Carolina School of Science and Mathematics in Morganton. The conversations we've had with these institutions have been very productive — yielding the creation of new “2+2s” and research mentorship programs, and I look forward to more to come!

As we look to the future, building upon our many strengths — our purpose will continue to drive us. There are incredible opportunities for us to further advance App State's mission to serve our region and the people of North Carolina:

- Providing access to high-quality education — with even more opportunities for experiential learning, applied research and community engagement;
- Continuing to provide these outstanding educational experiences in a cost-effective manner, ensuring our academic programs continue to yield positive return on investment and our students continue to have some of the lowest college debt in the country;
- Adding value to our students' experiences inside and beyond our classrooms, studios and labs;
- Enriching experiences in the arts and athletics; and
- Using our collective talents and expertise to partner with — and serve — our communities.

To ensure we continue as a strong and vibrant institution of higher education and a community that is a jewel in the crown of the best public higher education system in the country, there will be opportunities for students, faculty, staff, alumni, community members and members of this Board to engage in collaborative, collective and iterative strategic planning, prior to this Board's review and approval.

We will, in the coming year, begin developing our next universitywide [Strategic Plan](#) — identifying our long-term goals in accordance with our institutional mission and vision.

We are also expanding efforts to ensure broad participation in the university's [Master Plan](#), which will be a living guide for the university's long-term development in ways that support the strategic goals of the institution and communities we serve.

We will also have more opportunities than ever to lead with innovation and research and make a direct and lasting positive impact in our local communities.

We'll also lean into the work of many groups, including our AI task force and its component parts, looking at teaching, learning, research, business practices and processes and the many ways we can use this emerging and rapidly evolving technology to enhance and support our work.

As we enter into September, memories of Hurricane Helene grow stronger — and App State's commitment to serve is stronger than ever.

We continue to engage with community leaders, state and federal officials, nongovernmental organizations, civic and philanthropic organizations and educators to develop community partnerships and implement research, regional networking tools and other resources, a path forward for identifying and meeting key needs for our region, and ways to build back stronger and more resilient as we prepare for future events while seeding a strong economic future for our region.

As you heard, during lunch yesterday, at the end of September, we'll host another community meal in Central Dining Hall — mark your calendars for Sept. 30 from 5 to 8 p.m. More information about the event will be provided as the date draws closer.

And I know we are ALL looking forward to our first home game and the best fan experience in the nation! Coach Loggains is off to a great start, and his comments at yesterday's Community Partners Breakfast were inspirational and exciting!

I look forward to seeing you all at the game tomorrow, to a 2-0 season start, and to welcoming our students and their families to The Rock!

They can't wait either ... as you can see in [this video](#) by the University Communications Team!

That stadium will be full ... and loud very soon! And we can't wait!

Mr. Chair, this concludes my remarks.

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

Thursday, September 4, 2025  
11:00 a.m.  
Meeting Room B  
North End Zone Facility

CALL TO ORDER: The Academic Affairs and Student Affairs Committee of the Board of Trustees of Appalachian State University met at the call of the Chair and the Chancellor on Thursday, September 4, 2025, at 11:00 a.m.. Acting Chair Reaves presided and called the meeting to order.

MEMBERS PRESENT:

James Reaves  
Jamie Schaefer  
Wayne Sumner  
Nicole Tran

MEMBERS ABSENT:

Tamala Harris

OTHERS PRESENT:

Chancellor Norris  
Kristen Bonatz  
J.J. Brown  
Kathy Brown  
Governor Byers  
Jeff Chesson  
Laura England  
Anita Greene  
Christine Hendren  
Greg Lovins  
Chris Lucero  
Jamie Parson  
Mark Ricks  
Will Sears  
Kim Sheperd  
Tommy Sofield  
Neva Specht  
Keith Werner  
Will Warren  
Steve Wyatt

CONFLICT OF INTEREST NOTICE: Acting Chair Reaves 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."

OPENING STATEMENT ON EXPECTATIONS OF CONDUCT: Acting Chair Reaves 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 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 from the previous meeting were approved without objection.

BUSINESS ITEM: Faculty Handbook Changes

Acting Senior Vice Provost, Jamie Parson, presented the proposed updates to several sections of the Faculty Handbook as found in Exhibits A-1A and A-1B in BoardEffect. This item was approved by the Academic Affairs and Student Affairs Committee and is on the consent agenda for Board approval.

Acting Chair Reaves requested a motion that the Committee approve the Faculty Handbook changes as presented and discussed in Exhibits A-1A and A-1B. A motion was made by Trustee Ricks and seconded by Trustee Sumner to approve the changes as presented. The motion was approved unanimously.

BUSINESS ITEM: Faculty Workload Report

Acting Senior Vice Provost, Jamie Parson, presented the Faculty Workload Report as found in Exhibit A-2 in BoardEffect. Each constituent institution is required to compile an annual report of the previous year's faculty activity to present to the Board of Trustees for review and approval.

Acting Chair Reaves requested a motion that the Committee approve the Faculty Handbook changes as presented and discussed in Exhibit A2. A motion was made by Trustee Ricks and seconded by Trustee Sumner to approve the changes as presented. The motion was approved unanimously.

PRESENTATION: Laura England, Associate Director of the Quality Enhancement Plan (QEP), gave a presentation detailing the QEP's purpose and goals.

STUDENT RESEARCH PRESENTATION: Chris Lucero, a graduate student in the Department of Geography and Planning presented his research focusing on using geographic technology (GIS) to understand phosphorus cycles in the High Country. His work also investigates the magnitude of Helene-related flooding in headwater streams, which has important implications for how phosphorus cycles during these events.

ADJOURNMENT: There being no further business, the meeting was adjourned at 11:42 a.m.

James Reaves

By:  
Kathy Brown  
Recording Secretary



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

Thursday, September 4, 2025  
2:00 p.m.  
Meeting Room B  
North End Zone Facility  
Livestream at: [chancellor.appstate.edu/bot/](https://chancellor.appstate.edu/bot/)

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 4, 2025, at 2:00 p.m. in the North End Zone Facility Meeting Room B on the campus of Appalachian State University. Committee Chair Jeff Chesson presided and called the meeting to order.

MEMBERS PRESENT:

Jeff Chesson  
James Reaves  
Kimberly M. Shepherd  
Steven Wyatt

OTHERS PRESENT:

Kristen Bonatz  
J.J. Brown  
Philip C. Byers  
Douglas P. Gillin  
Jamie Harris  
Greg Lovins  
Heather Norris  
Jeff Pierce  
Jonathan B. Reeder  
Mark E. Ricks  
Will Sears  
R. Thomas Sofield  
Neva Specht  
Wayne Sumner  
Nicole Tran  
Will Warren

CONFLICT OF INTEREST NOTICE: Chair Chesson 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 Chesson 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 Chesson stated the March 13, 2025 Athletics Committee meeting minutes were previously made available in the Board Materials. Without objection, the Minutes stand approved.

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

- App State Student-Athletes earning their 26th consecutive semester with a cumulative Grade Point Average above a 3.0.
- In the community, Student-Athletes and Coaches participated in the Boone July 4th parade, welcomed Watauga County School System students back to class for the fall semester, and engaged with fans during the annual Fan Fest event.
- Revenue generation and fundraising efforts were then discussed, as App State Football sold out their season ticket allotment for the fourth consecutive season, and have sold out 12 straight home games heading into the matchup with Lindenwood this weekend.
- Several successful Athletics fundraisers were held since the spring, including the annual Legends Event, Football Golf Tournament, Yosef Club Golf Tournament, and Women In Motion events.
- An update on App State Athletics Capital Projects were reviewed, including the Groundbreaking Ceremony for the new Sofield Family Indoor Practice Facility, held on August 15th.

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

- Prevent the disclosure of confidential or privileged information under Chapter 126-22 of North Carolina General Statutes.
- To consult with our attorney and protect the attorney-client privilege.
- To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee in accordance with N.C.G.S § 143-318.11(a)(6).

The motion was approved unanimously. Chancellor Heather Norris, Governor Philip Byers, Board of Trustees members, Dawn Antonucci, Neva Specht, JJ Brown, Will Sears, Greg Lovins, Kristen Bonatz, Doug Gillin, and Jonathan Reeder were asked to remain for closed session. All others were excused.

OPEN SESSION RECONVENED: Chair Chesson reconvened the open session.

ADJOURNMENT: After the open session reconvened, the meeting of the Athletics Committee adjourned at 2:40 p.m.

Respectfully submitted,

Jonathan B. Reeder  
Recording Secretary

**MINUTES OF THE AUDIT, RISK, AND COMPLIANCE COMMITTEE**

Date: Thursday, September 4, 2025

Location: Meeting Room A, North End Zone Facility, Boone, NC; Livestream at:  
chancellor.appstate.edu/bot/

Time: 10:00 AM

Chair: Anita Greene

The meeting of the Audit, Risk, and Compliance Committee was presided over by Chair Greene. The following committee members, constituting a quorum, were present in person or virtually:

Anita Greene, Chair  
Wayne Sumner  
William Warren

**OTHERS PRESENT:**

Chancellor Heather Norris	Paul Pusateri
Jeff Chesson	Brad Boswell
Kim Shepherd	Brad Cooper
Thomas Sofield	Matt Dull
Steve Wyatt	David Jamison
Neva Specht	Janet Paisley
JJ Brown	Jamie Parson
Kristen Bonatz	Tom Van Gilder
Will Sears	Jim Webb
Keith Werner	Kristin Wright
Kristi Gragg	

**1. Call to Order, Conflict of Interest Notice, Expectation of Conduct:**

Chair Greene called the meeting to order at 10:02 a.m. Recording Secretary Paul Pusateri called the roll and a quorum. Trustee Tamela Everett was absent.

Chair Greene read the Conflict of Interest Statement. No conflicts were voiced.

Chair Greene read the statement regarding expectations of conduct.

**2. Approval of Minutes:**

The March 13, 2025, Audit, Risk, and Compliance Committee meeting minutes were delivered to all Committee members prior to the meeting. Upon motion made by Trustee William Warren and seconded by Trustee Wayne Sumner, the minutes stand approved as presented.

**3. Agenda Items and Discussion:**

**a. Annual Confirmation of Organizational Independence:** Mrs. Kristi Gragg, Interim Chief Audit Officer, confirmed to the Committee the organizational independence of the internal audit activity. For FY 2025, there was no interference in determining the scope of internal auditing, performing the work, or communicating the audit results.

**b. Audit Committee Update Presentation:** Mrs. Kristi Gragg, Interim Chief Audit Officer, presented the committee with the following updates on Key Performance Indicators for FY 2025, Client Survey Results, the Self-Assessment and Maturity Model (SAMM) tool as required by the NC Council of Internal Auditing of OSBM, and statistics on the Fraud, Waste, and Abuse Hotline.

**c. 2025 Board of Trustees Audit Committee Certification Letter:** This certification attests to the audit committee's duties and responsibilities and certifies that these have been completed as prescribed. Previous Chair Steve Wyatt has reviewed and signed the attestation, and it was sent to Jennifer Myers, Chief Audit Officer for the UNC System Office.

**d. Summary of FY 2025 Audit Plan and Recent Internal Audit Activity:** Mrs. Kristi Gragg, Interim Chief Audit Officer, provided the committee with an update on the activity of the FY 2025 audit plan. We began last year with 24 audit projects on the audit plan. We added four projects during the year for a total of 28 audits on the plan. We completed 15 audit projects, canceled five, and carried forward eight audits to the FY26 audit plan. The audit reports completed since the previous committee meeting were provided in Board Effect and reviewed with the committee.

**e. Summary of External Audits Completed and In-Progress:** Mrs. Kristi Gragg, Interim Chief Audit Officer, provided a summary of the external audits that were in progress and those that have been completed since the previous committee meeting.

**f. Other OIA Updates:** Mrs. Kristi Gragg, Interim Chief Audit Officer, shared the following:

- We continue to ensure that our procedures are up-to-date with the IIA's *Global Standards* that went into effect at the first of the year.
- Congratulations to Sorina McInturff for her academic achievement. She graduated in May and earned her Masters of Science in Applied Data Analytics.

**g. Review and Approval of FY 2026 Proposed Annual Audit Plan:** Mrs. Kristi Gragg, Interim Chief Audit Officer, reviewed the FY 2026 Proposed Annual Audit Plan. Upon motion made by Trustee Wayne Sumner and seconded by Trustee Will Warren, the FY 2026 Annual Audit Plan was approved as presented.

**h. Summary of the Current Progress of the FY 2026 Annual Audit Plan:** Mrs. Kristi Gragg, Interim Chief Audit Officer, shared a progress report for the current FY 2026 Annual Audit Plan which was provided in Board Effect. We began the current year with 25 audit projects on the plan. We are in-process with seven audit projects. The FY 2026 plan audit reports completed since the previous committee meeting were provided in Board Effect and reviewed with the committee.

i. Self-Assessment of Internal Controls Over Financial Reporting (AICFR) For FY 2025: Mr. David Jamison, Associate Vice Chancellor and University Controller, detailed the Self-Assessment of Internal Controls Over Financial Reporting outcomes. A committee reviewed the self-assessment. The committee included members from the Controller's Office, Student Accounts, Cash Management, Contracts & Grants, Accounts Payable, Payroll, Financial Reporting, Procurement Services, Internal Audit, Information & Technology Services, Athletics' Business Office, New River Light & Power, Academic Affairs, Enterprise Risk Management, and the ASU Foundation. It was reported that there have been no identified major or significant deficiencies in internal controls. The minor deficiencies that were noted have existing control processes in place and are all in the process of improvement.

**4. Closed Session:**

Chair Greene called for a motion to enter into closed session at 10:34 a.m. A motion was made by Trustee William Warren seconded by Trustee Wayne Sumner that the Committee adjourn the open session and convene in closed session to prevent the disclosure of privileged or confidential information pursuant to North Carolina General Statutes Section 126-22 and Section 143-318.11(a)(6). The motion was approved. Chair Greene asked that Chancellor Heather Norris, Kristen Bonatz, Brad Boswell, Kristi Gragg, Paul Pusateri, Keith Werner, Jim Webb, JJ Brown, Neva Specht, and Kristin Wright join the voting members in closed session.

**5. Reconvene Open Session / Adjournment:**

Chair Greene reconvened the Open Session at 10:48 a.m. Upon return from closed session, noting there being no further business, Chair Greene adjourned the meeting at 10:49 a.m.

ANITA GREENE, Chair

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By: Paul Pusateri  
Recording Secretary

MINUTES  
MEETING OF THE FINANCE AND OPERATIONS COMMITTEE  
APPALACHIAN STATE UNIVERSITY  
BOARD OF TRUSTEES

Thursday, September 4, 2025  
3:00 p.m.  
Meeting Room A  
North End Zone Facility

CALL TO ORDER: The Finance and Operations Committee of the Board of Trustees of Appalachian State University met at the call of the Chair and the Chancellor on Thursday, September 4, 2025, at 3:00 p.m. at the North End Zone facility on Appalachian State University's Boone Campus. Chair James Harris presided.

MEMBERS PRESENT:

James Harris  
Kim Shepherd  
William Warren  
Steven Wyatt

TRUSTEES PRESENT:

Mark Ricks  
Jamie Schaefer  
Thomas Sofield  
Wayne Sumner  
Nicole Tran

OTHERS PRESENT:

Gov. Philip Byers  
Chancellor Norris  
JJ Brown  
Matt Dull  
Greg Lovins  
Neva Specht  
David Jamison  
Will Sears  
Kristen Bonatz  
Jennifer Geouque  
Elizabeth Riede  
Brandon Nelson  
Jeff Pierce  
Brad Cooper  
Adryona Nelson  
Christine Hendren  
Sue Polanka  
Valerie Norris

CONFLICT OF INTEREST NOTICE:

Chair James Harris 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."

ROLL CALL: Chair Harris asked Valerie Norris to call roll. Mrs. Norris completed the roll call.

APPROVAL OF MINUTES: The minutes of the March 14, 2025 meeting of the Finance and Operations Committee were made available for members to review in advance in BoardEffect. A motion was made by Trustee Wyatt and seconded by Trustee Shepherd to approve the minutes. There being no objections, the minutes were approved unanimously.

CAPITAL PROJECTS AUTHORIZATIONS: Chair Harris recognized JJ Brown, Executive Vice Chancellor and Chief Operating Officer, who then recognized Matt Dull, Deputy Chief Operations Officer who presented the following capital projects for approval:

- a) Campus Dining Master Plan Advance Planning
- b) Campus Dining Master Plan Phase 1 Construction
- c) Belk Library Master Plan
- d) NRLP Helene Site and Various Repairs

A motion was made to approve these capital projects as presented by Trustee Wyatt and seconded by Chair Ricks. The motion was approved unanimously.

PARKING AND TRANSPORTATION REGULATIONS: Chair Harris recognized JJ Brown, Executive Vice Chancellor and Chief Operating Officer who presented the parking and transportation regulations for approval. A motion was made to approve the resolution by Trustee Wyatt and seconded by Trustee Warren. The motion was approved unanimously.

ACCOUNTS RECEIVABLE WRITE OFFS: Chair Harris recognized Greg Lovins, Interim Chief Financial Officer, who presented write-off uncollectible accounts receivable for information only.

CREDIT RATING REPORT: Chair Harris recognized Greg Lovins, Interim Chief Financial Officer, who gave an overview of the Credit Rating Report. This overview was for information only.

CAPITAL PROJECT UPDATES: Chair Harris recognized J.J. Brown, Executive Vice Chancellor and Chief Operating Officer, who presented the Capital Projects Update. This presentation was for information only.

ADJOURNMENT: There being no further business, a motion was made by Chair Harris and was approved unanimously. The meeting adjourned at 3:46 p.m.

James Harris, Chair

Respectfully submitted by:

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Valerie C. Norris  
Recording Secretary