

**MINUTES OF THE BOARD OF TRUSTEES  
UNIVERSITY OF NORTH ALABAMA  
FLORENCE, ALABAMA  
10:30 a.m., Wednesday, June 7, 2017**

The Board of Trustees for the University of North Alabama met on Wednesday, June 7, 2017, in Banquet Hall C of the Guillot University Center in accordance with Section 6 of Act No. 773 of the 1967 Regular Session of the Legislature of Alabama. A letter from three Trustees (dated May 17, 2017) was sent to Governor Kay Ivey in care of her Director of Constituent Affairs, requesting that the Governor call the June 7 quarterly meeting. Proposed letters calling the Board to the meeting also were sent for the Governor's signature as per standard practice, and the same were mailed to the Trustees from the Governor's office in advance of the meeting under the date of May 23, 2017.

On June 1, 2017, Board members were advised via email that the agenda, proposed resolutions, and supporting documents for items of discussion were available for individual electronic access in the Canvas software system.

In the absence of Governor Kay Ivey (the President of the Board), the meeting was called to order at 10:30 a.m. by Board President Pro Tempore Marty Abroms.

**I. INVOCATION**

Mr. Mark Linder offered the opening invocation.

**II. ROLL CALL**

The roll was called by President Kenneth D. Kitts, and the following members were present:

Trustee Marty Abroms	Trustee Libby Jordan	Trustee Steve Pierce
Trustee Rodney Howard	Trustee Marcus Maples	Trustee Will Trapp

Absent were Trustees Joel Anderson, Todd Ouellette, and Simpson Russell, and ex officio members Governor Kay Ivey and State Superintendent of Education Michael Sentance.

**Others present for all or part of the meeting:**

- Dr. Joy Borah, Acting Vice President for Academic Affairs and Provost
- Ms. Amber Fite-Morgan, University Attorney and Chief Diversity Officer
- Mr. Mark Linder, Athletics Director
- Mr. Ron Patterson, Associate Vice President for Enrollment Management
- Mr. David Shields, Vice President for Student Affairs
- Mr. Evan Thornton, Vice President for Business and Financial Affairs
- Dr. Carmen Burkhalter, Dean of the College of Arts and Sciences
- Dr. Greg Carnes, Dean of the College of Business
- Dr. Melvin Davis, Dean of Library and Educational Technology Services
- Dr. Donna Lefort, Dean of the College of Education and Human Sciences
- Dr. Doug Barrett, Chair of the Economics and Finance Department
- Dr. Jana Beaver, Chair of the Management and Marketing Department

- Dr. Vince Brewton, Director of the Honors Program
- Mr. Hugo Dante, President of Student Government Association and *ex officio* non-voting member of the Board
- Ms. Johnette Davis, College Development Gift Officer
- Mr. Michael Gautney, Assistant Vice President for Facilities Administration and Planning
- Dr. Dan Hallock, President of Faculty Senate
- Dr. Scott Infanger, Chair of the Shared Governance Executive Committee
- Dr. Kevin Jacques, President of Staff Senate
- Dr. Tera Kirkman, Associate Dean of the Anderson College of Nursing
- Dr. Keith Malone, Professor of Economics
- Mr. Nathan Pitts, Senior Research Analyst
- Dr. Michael Pretes, Professor of Geography
- Mr. Bryan Rachal, Director of University Communications and Marketing
- Mr., Jake Russell, University Events Conference Coordinator
- Mr. Jarrod Russell, Network Engineer
- Ms. Regina Sherrill, Senior Assistant to the President for Administration
- Dr. Molly Vaughn, Associate Director of Institutional Research, Planning, and Assessment
- Ms. Shannon Wells, University Photographer
- Ms. Jennifer Edwards, *TimesDaily* reporter
- Mr. Tyler Hargett, *Flor-Ala* reporter

### **III. APPROVAL OF AGENDA**

Mr. Abroms submitted the meeting agenda for approval. Upon motion by Mr. Pierce and second by Ms. Jordan, the agenda was approved unanimously as presented.

### **IV. PRESENTATION ON UNA ECONOMIC IMPACT STUDY**

Following introductory comments by Dr. Kitts, Dr. Barrett gave a presentation on results of the latest UNA economic impact study. These findings were announced in April, and this most recent analysis is an update of the last study conducted in 2011. A conservative estimate is that UNA has an annual impact of \$316 million on the economy of the Shoals area (defined for purposes of this study as Colbert and Lauderdale Counties). Main areas of data analysis are earnings, spending, and employment.

### **V. APPROVAL OF MINUTES**

- A. March 14, 2017, Quarterly Board Meeting**
- B. March 22, 2017, Board Executive Committee Meeting**
- C. April 21, 2017, Board Executive Committee Meeting**

Mr. Abroms submitted the minutes collectively for approval. Upon motion by Mr. Trapp and second by Ms. Jordan, the minutes were approved, separately and severally, by unanimous vote as presented.

## **VI. REPORT OF THE PRESIDENT and Q&A ON EXECUTIVE COUNCIL DIVISIONAL ANNUAL REPORTS**

Dr. Kitts gave a brief summary on the state of the University. His remarks included:

- Comments on new healthy model for Trustee committee meetings;
- Notation of \$316 million per year impact of UNA on the Shoals area economy;
- Fall 2017 enrollment outlook (expect increase in new freshmen and transfer students, but number of continuing students may be impacted by record graduating class this spring);
- Travel plans for trip to China next week as part of international student recruiting efforts;
- Level state funding (remaining at \$28.1 million) for next year as determined in recently concluded legislative session; and
- Highlights of top students – i.e., Shoals Student of the Year plans to attend UNA this fall, a Fulbright award winner is currently enrolled here, and two UNA students were named the male and female Student Athletes of the Year at last week's Gulf South Conference meeting.

Mr. Abrams and Dr. Kitts expressed appreciation to senior administrators on their informative divisional annual reports. No specific questions were raised during the meeting concerning these reports.

## **VII. REMARKS FROM CONSTITUENCY GROUP LEADERS**

Mr. Abrams called on Mr. Dante, Dr. Hallock, and Dr. Jacques for brief remarks on behalf of their respective groups.

## **VIII. ACADEMIC AFFAIRS AND ENROLLMENT MANAGEMENT COMMITTEE MATTERS**

Committee chair Jordan reported on the various informational topics covered during this committee's meeting on June 1. The following are items on today's agenda that stemmed from those committee discussions:

### **A. Resolution Approving Revised "Policies and Criteria for Awarding Honorary Degrees"**

With the recommendation of the Academic Affairs and Enrollment Management Committee, and upon motion by Ms. Jordan and second by Mr. Pierce, the resolution was approved by unanimous vote.

**B. Update on Academic and Administrative Program Analyses**

Dr. Borah gave a brief update on the status of these two program analyses. Plans are to finalize both studies by the onset of the fall semester. This information item required no action by the Board.

**C. Enrollment Update**

Mr. Patterson gave a brief summary of enrollment indicators for fall as presented in the meeting materials. This information item required no action by the Board.

**IX. ADVANCEMENT AND UNIVERSITY RELATIONS COMMITTEE MATTERS**

**Update on UNA Foundation Endowment**

Committee chair Trapp reported that several UNA Foundation Board members attended a Gerber/Taylor conference in Memphis last month, and the Board of Directors is comfortable with the positive trend in investment portfolio performance. This information item required no action by the Board.

The Advancement and University Relations Committee commended the Advancement division on implementing tighter policies, better governance, and revised bylaws and on giving more focus to alumni events and donor cultivation. The giving campaign has now raised more than \$30 million toward its \$35 million goal.

**X. CAMPUS LIFE AND ATHLETICS COMMITTEE MATTERS**

Committee chair Pierce reported on the various informational topics covered during this committee's meeting on May 24. The following are items on today's agenda that stemmed from those committee discussions:

**A. Resolution Approving a "No Smoking Policy" for the University of North Alabama**

Mr. Shields reviewed this resolution, and Mr. Pierce advised that the Campus Life and Athletics Committee recommends the same to the full Board. Upon motion by Mr. Pierce and second by Mr. Maples, the resolution was approved by unanimous vote.

**B. Update on Transition to Division I**

Mr. Linder distributed a Lion Athletic Fund brochure that encourages private gifts in support of UNA athletics. He reported on attendance at the recent Gulf South Conference and Atlantic Sun Conference meetings and on discussions with the Big South Conference as to scheduling of football events. The first payment of the ASUN membership fee was submitted on June 1, and UNA's application and strategic plan for moving to Division I will be transmitted to the NCAA by July 1. Athletic event contracts

are already signed that should generate over \$600,000 in football game guarantee receipts earlier than originally projected. Plans continue on renovations/upgrades to Flowers Hall for D-I basketball and volleyball enhancements.

Mr. Abroms affirmed that the Board of Trustees as a whole must be committed to the financial success of the move to Division I, and he encouraged all Trustees individually to participate in athletics giving and fundraising. Mr. Pierce urged Trustees to show support for the athletics program by attending a large number of UNA sporting events.

This information item required no action by the Board.

**C. 2017-2018 Athletic Ticket Prices**

This information item was provided in the meeting materials but was not reviewed during the formal session. It required no action by the Board.

**XI. FINANCE, FACILITIES, AND PERSONNEL COMMITTEE MATTERS**

Committee vice chair Trapp reported on the various topics covered during this committee's meeting on June 1. The following are items on today's agenda that stemmed from those committee discussions:

**A. Review Financial Information for Quarter Ending March 31, 2017**

Mr. Trapp gave a general overview of the latest financial information. University finances remain stable in an environment of tight budgets. This item required no action by the Board.

**B. Public Posting of Financial Disclosure Information**

This information item was provided in the meeting materials as a part of each June agenda but was not reviewed during the formal session. It required no action by the Board.

**C. Resolution Approving Proposed Tuition and Fees for the 2017-2018 Academic Year**

Mr. Trapp and Mr. Abroms made comments concerning the proposed tuition increase for next year. This additional revenue is designed to address fixed cost increases and to help produce a balanced budget under current enrollment projections. While Trustees prefer to keep tuition level, it is understood that any recommendations for a tuition increase are justified in light of budgetary issues and equity issues in state appropriations funding. With the recommendation of the Finance, Facilities, and Personnel Committee, and upon motion by Mr. Trapp and second by Mr. Pierce, the resolution was approved by unanimous vote.

**D. Resolution Authorizing Sale of Residential Property Located at 629 N. Wood Avenue – and – of Adjoining Vacant Lot on Wood Avenue**

Mr. Trapp reviewed this resolution. Mr. Pierce advised that he originally had concerns with selling the vacant lot in hopes that it could be used for future parking expansion, but that he is now satisfied with the reasoning for this recommendation to sell. With the concurrence of the Finance, Facilities, and Personnel Committee, and upon motion by Mr. Trapp and second by Mr. Howard, the resolution was approved by unanimous vote.

**E. Resolution Authorizing Request for Proposals for a Comprehensive Campus Wide Energy Services Program for the University of North Alabama Project**

Mr. Trapp reviewed this resolution. With the recommendation of the Finance, Facilities, and Personnel Committee, and upon motion by Mr. Trapp and second by Mr. Maples, the resolution was approved by unanimous vote.

**F. Risk Assessment/Internal Control Policy Annual Report**

Mr. Trapp gave a brief summary of this information item that produced no issues of concern and required no action by the Board. Trustees are confident that the senior administration is adequately monitoring areas of potential institutional risk.

Mr. Abrams noted that the Finance, Facilities, and Personnel Committee and the Campus Life and Athletics Committee continue to study the need for new upperclassmen student housing. It is hoped that this matter will come to the Board for further consideration in the near future upon the completion of various pieces of due diligence related to this topic.

**XII. OTHER BUSINESS**

**A. Editorial Revisions to Conflict of Interest Policy**

Mr. Abrams briefly reviewed this information item that required no action by the Board. There were no questions or objections from Trustees concerning these minor policy revisions.

**B. Trustees Annual Reaffirmation of Acknowledgement of Fiduciary Duties**

Following comments by Mr. Abrams, Board members collectively reaffirmed and acknowledged their fiduciary role with the University with each Trustee present signing the reaffirmation statement that will be held on file in the President's Office. Signatures from those Trustees not in attendance will be secured at a later date.

**C. Resolution in Support of Request for Funding from the Shoals Economic Development Fund**

Dr. Kitts reviewed this resolution and noted that the Board's endorsement of the application process is the first step in securing this potential source of external funding if approved by local officials who oversee distributions from the SEDF. Upon motion by Mr. Pierce and second by Mr. Trapp, the resolution was approved by unanimous vote.

**D. Resolution of Commendation to David Brommer, 2016-2017 Faculty Senate President, University of North Alabama**

**E. Resolution of Commendation to Sarah Green, 2016-2017 Student Government Association President, University of North Alabama**

**F. Resolution of Commendation to Kevin Jacques, 2016-2017 Staff Senate President, University of North Alabama**

Mr. Abrams presented these three resolutions collectively for approval. Following comments by Dr. Kitts, upon motion by Ms. Jordan and second by Mr. Pierce, the resolutions were approved, separately and severally, by unanimous vote.

### **XIII. MOTION FOR EXECUTIVE SESSION**

Mr. Abrams noted that an executive session was needed to discuss good name and character issues related to items from the Advancement and University Relations Committee and to discuss pending legal matters. As an attorney licensed to practice law in the State of Alabama, Ms. Fite-Morgan affirmed that the Board's discussion of these matters in executive session is authorized under Section 3 of the Code of Alabama that allows for executive session to discuss legal ramifications of potential litigation and the general reputation and character of an individual. Therefore, an executive session would be in compliance with the Open Meetings Act. Upon motion by Mr. Howard, second by Mr. Maples, and a unanimous vote, the meeting recessed at 12:10 p.m. to enter into a brief executive session.

At approximately 12:11, the Board entered into executive session with Ms. Fite-Morgan present as legal counsel.

The Board reconvened in regular session at 12:19 p.m. immediately following the executive session. Mr. Abrams reported that the Board now had two action items to address that were presented in executive session and viewed favorably by the Board:

- A. Resolution Authorizing Acknowledgement of Kay Abbott Gift in the University's McKinney Department of Human Sciences, Hospitality, and Design**
- B. Resolution Authorizing Naming of Reception Hall in the University's McKinney Department of Human Sciences, Hospitality, and Design in Honor of Marigail Mathis**


Following comments by Dr. Kitts, upon motion by Mr. Trapp and second by Mr. Pierce, the resolutions were approved, separately and severally, by unanimous vote. Mr. Abrams expressed the Board's appreciation to the Abbott and Mathis families for their support of the University.

The Board had no other action items to present from its discussions in executive session.

#### **XIV. MOTION TO ADJOURN**

There being no other business to come before the Board, upon motion by Mr. Maples, second by Ms. Jordan, and a unanimous vote, the meeting adjourned at 12:22 p.m.

Approved September 21, 2017

  
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President Pro Tempore

  
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Secretary