



**Board of Trustees
Committee Meeting
Rudolph Jones Student Center
Room 242**

**Committee on Budget and Finance
Wednesday, December 7, 2022
2:00 p.m.**

AGENDA

Call to Order	Stuart Augustine, Committee Chair
Welcome and Opening Remarks	Stuart Augustine
Roll Call	
Approval of Minutes:	September 21, 2022

Information Items:

A. Business and Finance Update	Dr. Lillian Wanjagi <i>Vice Chancellor for Business and Finance</i>
B. Capital Projects Update	Jon Parsons <i>Associate Vice Chancellor for Facilities Management</i>
C. External Affairs and Military Relations Update	Wesley Fountain <i>Vice Chancellor for External Affairs and Military Relations</i>

Action Items: BF1, BF2

Committee Members: Glenn Adams, Stuart Augustine, R. Jonathan Charleston, J. Doug English, Kimberly Jefferies Leonard

Staff Liaison: Dr. Lillian Wanjagi
Board Professional: Anita Cheatham

For further information, please contact:
Dr. Lillian Wanjagi, Vice Chancellor for Business and Finance
910-672-1151

Committee on Budget and Finance
Wednesday, September 21, 2022
2:00 p.m.

The Committee on Budget and Finance of the Fayetteville State University Board of Trustees convened Wednesday, September 21, 2022, in the Rudolph Jones Center Room 242. Committee Chair Stuart Augustine presided and called the meeting to order at 2:00 p.m.

ROLL CALL

The following Trustee Committee members were in attendance: Stuart Augustine, Doug English, Glenn Adams.

Staff persons in attendance were Chancellor Darrell Allison, Provost Monica Leach, Vice Chancellor Wanda Jenkins, Vice Chancellor Samantha Holmes, Vice Chancellor Wesley Fountain, Vice Chancellor Hector Molina, Vice Chancellor Chris Davis, Vice Chancellor Juanette Council, Associate Vice Chancellor Jennifer Addison, and Associate Vice Chancellor Jon Parsons.

APPROVAL OF MINUTES

Trustee Doug English made a motion to approve the minutes of the Budget and Finance Committee meeting held on June 8th, 2022, and special call meeting held August 4th, 2022, as distributed. Trustee Glenn Adams seconded the motion. The motion carried.

The Budget & Finance Committee had no action items but had several items of information, as follows:

COLLEGE OF EDUCATION BUILDING:

Presentation by Rob Hsin, Principal, Jenkins Peer Architects of Charlotte, North Carolina

Mr. Hsin presented 30 slides that showed architectural renderings of the College of Education building, discussed progress on the design to date and shared next steps on the project. Board members asked questions about the project.

CAPITAL PROJECTS UPDATE:

Jon Parsons, Associate Vice Chancellor for Facilities Management provided capital improvement project updates.

BUDGET & FINANCE UPDATE:

Greg Lovins, Interim Vice Chancellor for Business and Finance presented an update on strategic goals to include:

Strategic Priority 5 | University Sustainability - Strategic Goal: Maximize the use of state and federal funds and diversify financial resources

- **Goal:** Receive an audit report of the University's financial statements that contains **no audit findings**.
- **Goal:** Carryforward State Funds to FY 2023-24 **up to the maximum amount** allowed by the North Carolina General Assembly.
- **Goal:** Ensure a **reasonable rate of return** on Endowment funds invested with the UNC Management Co.
- **Goal:** For Dining and Bookstore contracts, increase sales, reduce costs, and **increase the net commission payment** to the University.

Strategic Priority 5 | University Sustainability – Strategic Goal: Build and upgrade physical infrastructure

- **Goal:** Complete and publish the **University's Master Plan** by April 1, 2023.
- **Goal:** Develop a timeline for construction projects that provides for project completion **on time and within budget** as circumstances allow.

MILITARY RELATIONS AND EXTERNAL AFFAIRS UPDATE:

Wesley Fountain, Vice Chancellor for Military Relations, and External Affairs, presented an update on the Innovation and Entrepreneurship Hub, the status of outreach with City of Fayetteville and Cumberland County leaders, and recent achievements in military relations.

Chair Stuart Augustine adjourned the Committee Meeting at 3:00 p.m.

Respectfully Submitted,

Stuart Augustine, Chair
Anita Cheatham, Recorder

BOARD OF TRUSTEES BUDGET AND FINANCE COMMITTEE MEETING

Dr. Lillian Wanjagi
Vice Chancellor for Business and Finance
December 7, 2022

BUDGET UPDATE

Current Operating Budget Status

Fiscal Year through September 30, 2022

Funding Source	Budget	Receipts	Expenses	% Spent	% of Operating Budget
State Operating Budget	91,699,871	25,283,988	25,283,988	28%	25%
Auxiliary Services	25,043,747	12,086,169	4,030,506	16%	7%
Contracts and Grants	76,235,734	31,036,410	31,036,410	41%	21%
Capital Improvement	176,764,450	4,337,470	4,337,470	24%	6%
Total Funds Available	369,743,802	72,744,037	64,688,374	17%	100%

State Operating Budget Fiscal Year 2023 Tuition & State Revenue Report – State Funds



Revenue Description	Budget	Actual Receipts	% Collected	% of Total Revenues
State Appropriation	64,192,857	12,145,144	19%	70%
Regular Term (Fall and Spring)	18,966,239	3,592,512	19%	21%
Summer School	2,500,000	3,996,485	160%	3%
Other Revenues	6,040,775	5,549,846	92%	7%
Totals	91,699,871	25,283,988	28%	100%

NOTE:

1. \$3.7M Summer School carry-forward into Fiscal Year 2022-2023
2. \$1.6M in Mgmt Flex Carryforward into Fiscal Year 2022-2023
3. \$2.4M in Encumbrances Carryforward into Fiscal Year 2022-2023

State Operating Budget Fiscal Year 2023 Expenditure Report – State Funds

Expense Category	Budget	Actual Expenses	% Spent
Salaries and Benefits	67,512,680	18,628,918	28%
Supplies	1,129,235	162,673	14%
Utilities	2,171,713	508,630	23%
Other Current Services	14,163,093	2,848,695	20%
Capital Outlay	2,760,090	2,017,987	73%
Financial Aid	3,960,060	1,117,085	28%
Totals	91,699,871	25,283,988	28%

NOTE:

1. Expenditure burn rate is 22.01% when seasonal adjusted for Summer School, Financial Aid, Capital Outlay and COVID-19 Expenses. This equates to a 2.99% favorable variance.

Auxiliary Services - Budget Status

Fiscal Year 2023

Fund Description	Budget	Actual Receipts	Actual Expenses	Budget Spent
Housing Services	7,000,000	4,178,662	1,254,310	18%
Campus Dining Services	5,657,216	2,678,851	875,188	15%
Athletics	4,350,000	1,730,062	859,339	20%
Campus Bookstore	3,019,989	1,386,714	482,779	16%
Student Activity Fees	2,800,000	1,160,538	252,631	9%
Student Health Center	1,036,070	590,499	199,151	19%
One Card Operations	526,063	128,726	38,890	7%
Copy Center	358,309	57,105	39,807	11%
Parking Operations	216,000	173,060	9,954	5%
Post Office	80,100	1,952	18,457	23%
Totals	25,043,747	12,086,169	4,030,506	16%

Top Contracts and Grants Budget Status Report

GRANT NAME	FY 2023 FUNDING	REVENUE	EXPENSE	START DATE
Higher Education Emergency Relief	48,165,747	15,136,327	15,136,327	5/1/2021
CARES Act- Higher Education	16,700,931	12,082,711	12,082,711	5/1/2021
Title III	7,188,346	294,445	294,445	10/1/2022
GEAR UP	1,200,000	1,187,542	1,187,542	9/1/2021
HBCU Master's Grant	607,101	445,603	445,603	10/1/2021
HBCU-UP	481,245	341,995	341,995	6/1/2021
Student Support Services	400,758	354,054	354,054	9/1/2021
Upward Bound	339,410	314,071	314,071	9/1/2021
Talent Search I	323,420	254,395	254,395	9/1/2021
VBOC	305,000	149,490	149,490	5/1/2022
McNairs Scholars Program	261,888	228,666	228,666	10/1/2021
Stem SSS	261,888	247,111	247,111	9/1/2021

**BOARD OF TRUSTEES
BUDGET AND FINANCE
COMMITTEE MEETING**

PROPOSED FEE INCREASES

**Dr. Lillian Wanjagi
Vice Chancellor for Business and Finance**

December 7, 2022

Student Athletic Fee Proposal



2022-2023 Fee	3% Increase	2023-2024 Fee
\$833.00	\$25.00	\$858.00

University	Athletic Fee
Elizabeth City State	\$899.00
UNC-Ashville	\$880.00
NC A & T State	\$870.00
Western Carolina University	\$868.00
NC Central University	\$862.00
Fayetteville State University	\$833.00
UNC Charlotte	\$824.00
UNC- Pembroke	\$801.52
Appalachian State University	\$783.00
UNC-Greensboro	\$780.00
Winston-Salem State University	\$780.00
UNC-Wilmington	\$774.55
East Carolina	\$773.00
UNC-Chapel Hill	\$279.00
N C State University	\$0.00
UNC-School of Arts	\$0.00

The Athletics fee covers all operational costs associated with FSU’s Division II intercollegiate athletics program of 11 men’s and women’s sports including the spirit groups. The operational cost includes but is not limited to personnel costs, team travel, recruiting activities, game operations, equipment and uniforms, strength and conditioning, and athletic training.

The current Athletic fee is \$833 and the fee in the UNC System range from \$232 to \$899.

The \$25.00 increase will be used to

- Remain Title IX compliant as it relates to appropriate medical treatment in program areas and the requirements to meet new medical protocols for the health and safety of student athletes.
- Hire an additional athletic trainer needed to meet the needs of our growing student-athlete population.

Educational Technology Fee

2022-2023 Fee	3% Increase	2023-2024 Fee
\$382.00	\$11.00	\$393.00



University	Ed Tech Fee
UNC-School of Arts	\$754.00
UNC Charlotte	\$622.00
Appalachian State University	\$576.00
Western Carolina University	\$544.00
UNC-Ashville	\$540.00
UNC-Wilmington	\$534.94
UNC- Pembroke	\$533.91
NC A & T State	\$469.06
UNC-Greensboro	\$461.00
UNC-Chapel Hill	\$442.30
N C State University	\$439.28
NC Central University	\$428.15
Winston-Salem State University	\$416.46
East Carolina	\$403.00
Fayetteville State University	\$382.00
Elizabeth City State	\$326.00

The Educational Technology fees currently cover the cost for staff, student technology services, and equipment.

The current Educational Technology fee is \$383 and the fee in the UNC System ranges from \$326 to \$754

The \$11.00 increase will be used to:

- Upgrade classroom technology to enable course delivery that allows for flexible participation of students with faculty, whereby students may choose to attend face-to-face synchronous class sessions in-person (typically in a traditional classroom) or complete course learning activities online without physically attending class.

Student Activities Fee Proposal



2022-2023 Fee	3% Increase	2023-2024 Fee
\$565.00	\$17.00	\$582.00

University	Student Activities Fee
UNC-Ashville	\$815.00
UNC-School of Arts	\$748.00
Elizabeth City State	\$738.00
NC A & T State	\$714.25
N C State University	\$707.97
East Carolina	\$702.00
UNC-Wilmington	\$698.95
UNC- Pembroke	\$677.84
Appalachian State University	\$659.00
UNC Charlotte	\$650.00
Western Carolina University	\$632.00
UNC-Greensboro	\$577.00
Fayetteville State University	\$565.00
Winston-Salem State University	\$545.70
NC Central University	\$501.40
UNC-Chapel Hill	\$394.16

The Student Activities fee funds co-curricular programs and activities, intramural and recreational sports, more than 30 student organizations, and the maintenance and operating cost for the Student Center Facility, including staff and equipment.

The current Student Activities Fee of \$565 is the 4th lowest in the UNC system.

The 3% increase will be used to increase student engagement:

- \$38,500.00 will be used to increase funding to student-governed organizations and departments to customize student engagement program initiatives for traditional-aged students, adult learners, and transfer students.
- \$38,500.00 will be used to increase Intramural & Recreational Sports program offerings and purchase athletic equipment.
- \$38,379.00 will be used to maintain and repair the Student Center facility surfaces, finishes and furniture and to defray increased operating costs due to inflation and mandated salary increases.

Student Health Fee Proposal



2022-2023 Fee	3% Increase	2023-2024 Fee
\$287.00	\$9.00	\$296.00

University	Health Services
UNC-School of Arts	\$882.00
N C State University	\$445.00
UNC-Chapel Hill	\$410.15
UNC-Ashville	\$403.00
UNC-Greensboro	\$372.00
NC A & T State	\$370.00
Western Carolina University	\$350.00
Winston-Salem State University	\$340.00
UNC Charlotte	\$335.00
Appalachian State University	\$335.00
Elizabeth City State	\$333.00
East Carolina	\$319.00
NC Central University	\$312.66
Fayetteville State University	\$296.00
UNC-Wilmington	\$246.07
UNC- Pembroke	\$215.49

The Student Health Fee is an auxiliary fee that funds the entire operational mission. Last calendar year (January 2021 - December 2021) Student Health Services had 10,393 encounters with 1.5 medical providers per day. From January 2022 to November 9, 2022, Student health Services is on pace to meet or exceed that same demand (10,052 encounters thus far).

The current FSU Student Health Fee is the 3rd lowest in the UNC System.

The \$9.00 increase in the student health fee will allow Student Health to:

- Hire 2 independent providers (Family Nurse Practitioners/Physician Assistants).
- Secure a contract for a Medical Director.
- Expand the clinic hours to increase access.

Housing Application Fee

2022-2023 Fee	3% Increase	2023-2024 Fee
\$125.00	\$25.00	\$150.00



University	Housing Application Fee
UNC-Greensboro	\$200.00
NC A & T State	\$175.00
NC Central University	\$150.00
Western Carolina University	\$150.00
UNC-Ashville	\$150.00
Elizabeth City State	\$150.00
UNC- Pembroke	\$150.00
Winston-Salem State University	\$135.00
Fayetteville State University	\$125.00
UNC-Wilmington	\$105.00
East Carolina	\$100.00
UNC Charlotte	\$100.00
N C State University	\$0.00
UNC-Chapel Hill	\$0.00
Appalachian State University	\$0.00
UNC-School of Arts	\$0.00

The Housing Application Fee funds administrative cost to process housing applications including two staff positions, housing software system, marketing, and promotional materials. The fee has not been increased in more than 10 years.

The \$25.00 increase will be used to:

- Upgrade Housing Operation system software which includes a banner interface to improve student account billing accuracy and student satisfaction with the housing application process.
- Technology support for a Residence Life Customer Services Center.
- Hire temporary part-time personnel to assist the Residence Life Customer Service Center during peak housing recruitment periods.

Enrollment Confirmation Fee (New Students Only)

New Fee	2023-2024
\$0.00	\$100.00



FSU currently does not have an enrollment confirmation fee. The proposed non-refundable fee will be used to secure the student's enrollment and confirmation in attending FSU.

This one-time fee for new students will be used to:

- Build out staffing needs.
- Technology upgrades.
- Assist with specialized communication and marketing.

University	Enrollment Fee
Western Carolina University	\$300.00
UNC- Pembroke	\$300.00
UNC-Chapel Hill	\$250.00
Appalachian State University	\$200.00
NC Central University	\$200.00
UNC Charlotte	\$150.00
UNC-Wilmington	\$100.00
East Carolina	\$100.00
Fayetteville State University	\$100.00
UNC-Ashville	\$0.00
NC A & T State	\$0.00
UNC-Greensboro	\$0.00
N C State University	\$0.00
Winston-Salem State University	\$0.00
Elizabeth City State	\$0.00

New Student Orientation Fee



2022-2023 Fee	3% Increase	2023-2024 Fee
\$90.00	\$75.00	\$165.00

University	New Student Orientation
N C State University	\$316.00
NC A & T State	\$316.00
Winston-Salem State University	\$300.00
UNC-Greensboro	\$254.00
UNC-Chapel Hill	\$232.00
NC Central University	\$225.00
Elizabeth City State	\$225.00
Appalachian State University	\$200.00
UNC-Wilmington	\$165.00
East Carolina	\$155.00
UNC Charlotte	\$150.00
Western Carolina University	\$150.00
UNC-Ashville	\$150.00
Fayetteville State University	\$90.00
UNC-School of Arts	\$82.00
UNC- Pembroke	\$75.00

The New Student Orientation Fee is a one-time fee for new students and is used to fund program and services to help students successfully transition to the university. The fee provides funding for resources, materials, events, staff, office operations, and promotional items that are provided to students.

The current \$90.00 New Student Orientation Fee is the 3rd lowest in the UNC System.

The increase will be used to:

- Design and implement a customized virtual orientation experience including targeted platforms for First-time Freshmen, Adult Learners, and Transfer students with relatable videos and tools.
- Implement a customized one-day on-site orientation sessions for adult learners which will include specific tracks for military-affiliated students, transfer students and commuter students.
- Implement an overnight experience option.
- Hire a student services specialist to assist with planning and implementing programs.
- Training for Orientation Leaders and staff.

QUESTIONS?



**BOARD OF TRUSTEES
DIVISION OF EXTERNAL AFFAIRS &
MILITARY RELATIONS**

**Wesley Fountain
Vice Chancellor for External Affairs & Military Relations
December 7, 2022**



WELCOME
EXPAND



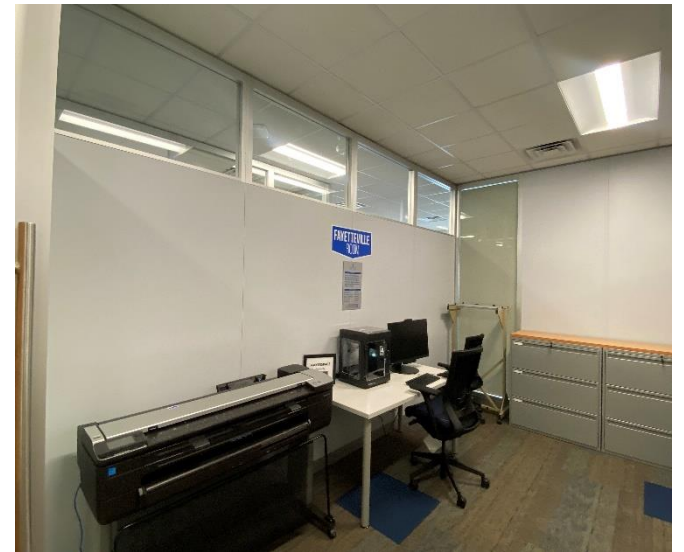
FAYETTEVILLE-CUMBERLAND ENTREPRENEUR & BUSINESS HUB



Contractors College



HUB Facilities



FAYETTEVILLE – CUMBERLAND REGIONAL ENTREPRENEUR & BUSINESS HUB

09.15.22 – 11.15.22

CENTER DATA	
Purpose	
Visits/Tours	118
Number of Trainings	4
Number of Bid Openings	3

TRAININGS		
Classes	Date	Attendees
Contracting Opportunities	09.28.22	29
SAMET Contractors College	10.04.22	22
HUB Certification Workshop	10.05.22	31
Black Wall Street Forward Cities Program – Fayetteville Team	11.01.22	15
	Total	97

BID OPPORTUNITES					
Meetings	Date	Attendees	Certifications	Local	Awarded
Bid-Opening: Bryant/Vance Hall Demolition Company Award: 4 Season Demolition was selected for the project.	09.27.22	3 companies	HUB/MWBE	No	\$886,000
Bid-Opening: Capel Arena Chiller Replacement Company Award: Jeff Hargget Mechanical	10.19.22	5 companies	No	No	\$669,200
Bid-Opening: Capel Arena Chiller Replacement Company Award: Tropic Breeze A&W Builders, Inc.	11.04.22	4 attended	Minority-Owned	Fayetteville	\$15,300
				Total	\$1,570,500

FAYETTEVILLE – CUMBERLAND REGIONAL ENTREPRENEUR & BUSINESS HUB

09.15.22 – 11.15.22

HUB Utilization		
Classes	Date	Attendees
Presentation Prep (Samet)	11.01.22	5
Presentation Prep (Samet)	11.02.22	10
Business Training (Malloy)	10.28.22	8
	Total	23

Veterans Business Outreach Center		
Classes	Date	Attendees
(10) Webinars	Sept - Nov	29
(4) On-site Workshops/Events	Sept - Nov	116
(5) Fort Bragg B2B Webinar Trainings	Sept - Nov	270
	Total	415



Small Business Technology Development Center		
Classes	Date	Attendees
(4) Webinars	Sept - Nov	116
	Total	116

FAYETTEVILLE – CUMBERLAND REGIONAL ENTREPRENEUR & BUSINESS HUB

UPCOMING EVENTS	
FSU Facilities Bid Openings	December 2022
General Contractors License Certification Training in partnership with the City of Fayetteville	January 2023
Small Business Resource Fair in partnership with CEED, FTCC Small Business Center and HUB Affiliated Centers (VBOC, EDA & SBTC)	January 2023
HUB Certifications Application Submittals	January 2023
Who Owns the Ice House Training in partnership with the VBOC	January 2023
Vendor Match Making Procurement Event in partnership with Public Works Commission & the City of Fayetteville, UNC Chapel Hill CREATE	February 2023
Samet Outreach/Pre-Bid Opening	February 2023
Vendor Readiness Procurement Fair/Matching making in partnership with UNC Chapel Hill CREATE	February 2023
Town Hall Listening Sessions with Minority-Owned & Women-Owned (UNC Chapel Hill CREATE)	March 2023
VBOC Entrepreneur Boot Camp	March 2023
Samet Contractors College (Second Cohort)	March 2023





AICER

Anchor Institutions Create Economic Resilience

Alyse Polly, Assistant Director of Policy & Program Development
CREATE/NCGrowth, UNC Chapel Hill

December 7, 2022

Fayetteville State University Board of Trustees Meeting

CREATE/NCGrowth



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL



KENAN
INSTITUTE
of Private Enterprise

CREATE/NCGrowth

- **CREATE/NCGrowth** is a multi-state economic development center based at UNC Chapel Hill.
- **Mission:** To build a more equitable economy with good jobs and new wealth in economically distressed communities.
- We provide **technical assistance** to businesses, governments, and other organizations; produce academic and applied **research**; develop innovative local, state, and national **policy**; and host unique **convenings**.

Anchor Institutions Create Economic Resilience (AICER)

Local, state, and tribal governments; universities; hospitals; military bases; and other major organizations across the U.S. spend hundreds of billions of dollars annually on procurement and purchasing needs.

The AICER program helps these institutions drive transformational, sustainable economic development by radically increasing procurement and purchasing from local firms that are minority-owned, female-owned, rural, and/or otherwise historically underutilized.



AICER Program Activities

Assess
procurement &
purchasing needs

Identify relevant
businesses

Train businesses to
succeed

Develop policy
recommendations

Strategic planning

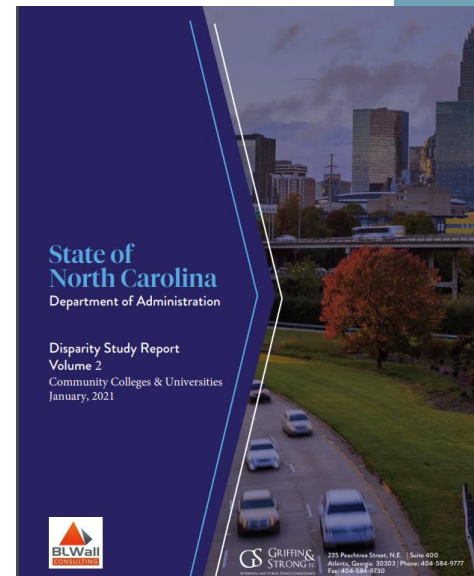
Fayetteville State University

- \$152 Million state appropriations for capital construction projects, repairs & renovations:
 - New Residential Hall: \$40,000,000
 - New College of Education: \$63,000,000
 - New Parking Deck: \$10,000,000
 - Repair & Renovations (includes Wellness Center) \$38,850,000
- Top priority of FSU leadership: increase FSU's utilization of HUB firms, particularly for these capital projects.
- Leading the way in HUB utilization:
 - 29.7% (compared to 8% avg across other UNC schools)

CREATE/NCGrowth



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL



Tasks completed

- Planning and partnership discussions started in Fall 2021
- Data: Pulled & cleaned data on 488 historically underutilized businesses that were relevant in terms of industry and geography
- Ecosystem building: Identified and reached out to 20 local ecosystem partners
- Supporting the six-session Contractor's College
 - Presented about HUB and DOT DBE, MWBE certifications during the course
 - Identified 488 businesses to invite to the contractor's college
- Began planning a vendor readiness workshop, town hall & other 2023 events

Upcoming Tasks

- Vendor Matchmaking Procurement Outreach session, in partnership with Public Works Commission & the City of Fayetteville
- Supporting development of the Hub's Minority-owned Contractors network
- Supporting development of FSU's contractor's college curriculum in partnership with Samet, Metcon, and construction associations
- Vendor Readiness Workshop and Purchaser Marketplace for goods and services
- Town Hall Listening Sessions with Minority-Owned, Women-Owned, & veteran-owned businesses

Thank you!

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The National Center
for American Indian Enterprise Development



SEYMOUR JOHNSON AIR FORCE BASE

CREATE/NCGrowth



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QUESTIONS