



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

**Committee on Budget and Finance
Wednesday, March 22, 2023
1:00 p.m.**

AGENDA

| | |
|-----------------------------|-----------------------------------|
| Call to Order | Stuart Augustine, Committee Chair |
| Welcome and Opening Remarks | Stuart Augustine |
| Roll Call | Karen Bussey |
| Approval of Minutes: | December 7, 2022 |

Information Item:

| | |
|--|---|
| A. Business and Finance Update | Dr. Lillian Wanjagi <i>Vice Chancellor for Business and Finance</i> |
| B. University Advancement Building Renovation Project | Dr. Lillian Wanjagi <i>Vice Chancellor for Business and Finance</i> |
| C. External Affairs and Military Relations Update | Wesley Fountain <i>Vice Chancellor for External Affairs and Military Relations</i> |

Action Items:

- BF-1. University Advancement Building Renovation project: Designer Selection
- BF-2. Butler Building Renovation Project: Increase in Project Authority
- BF-3. Campuswide Hardscape and Exterior Lighting Project: Increase in Project Authority

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



Board of Trustees Meeting Minutes DRAFT

COMMITTEE ON BUDGET AND FINANCE

Wednesday, December 7, 2022

2:00 PM

The Committee on Budget and Finance of the Fayetteville State University Board of Trustees convened Wednesday, December 7, 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, Glenn Adams, and R. Jonathan Charleston.

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

APPROVAL OF MINUTES

Trustee Glenn Adams made a motion to approve the minutes of the Budget and Finance Committee meeting held on September 21, 2022, as distributed. Trustee R. Jonathan Charleston. seconded the motion. The motion carried.

BUDGET & FINANCE UPDATE:

Dr. Lillian Wanjagi, Vice Chancellor for Business and Finance shared the impact of the current and fiscal year 2023 State operating budget. We are on track overall.

| | |
|----------------------------|---------------|
| State Appropriations | \$ 64,192,857 |
| Regular Term Fall & Spring | \$ 18,966,239 |
| Summer School | \$ 2,500,000 |
| Other Revenues | \$ 6,040,775 |

The update included an expenditure report including 28% spent. Auxiliary Services budget totals \$25,043,747 and budget spent 16%. Contracts and Grants report included FY 2023 funding \$48,165,747, revenue of \$15,136,327 and expense \$15,136,327. There was discussion on the deadline for spending. Dr. Wanjagi explained that we are currently working on getting an extension on HEERF. We do have approval to use funds on the Health and Wellness Center through 2026.

Proposed Student Fee Increases:

Dr. Wanjagi also presented a proposed 3% increase in student fees for the following areas, followed by discussion.

| | 2022-23 Fee | 3% Increase | 2023-24 Fee | |
|--|--------------------|--------------------|--------------------|-------------------------------------|
| Athletics | \$83 | \$25 | \$858 | Presented by Director, Todd Bennett |
| Education & Tech | \$382 | \$11 | \$393 | Presented by VC, Hector Molina |
| Student Activities | \$565 | \$17 | \$582 | Presented by VC, Juanette Council |
| Student Health | \$287 | \$ 9 | \$296 | Presented by VC, Juanette Council |
| Housing Application | \$125 | \$25 | \$150 | Presented by VC, Juanette Council |
| Enrollment Confirmation <i>(New Students Only)</i> | | | \$100 | Presented by VC, Monica Leach |
| New Student Orientation | \$90 | \$75 | \$165 | Presented by VC, Juanette Council |

Athletic Director Bennett and Vice Chancellor Council answered questions from Trustee Charleston regarding mental health treatment options and FSU's current health providers. Regarding athletics, most treatment is provided by local providers within our sports program and can be beyond ortho, such as mental health. Further, we currently use the Southern Regional Area Health Education Center sponsored through Duke, but we are in the process of reviewing their contract to assess other models providing on-campus nurse practitioners and extending hours. A ninety-day notice must be provided prior to ending a contract. Trustees and the Vice Chancellor also discussed the varying options between hiring contractors or providers and use of third parties.

Vice Chancellor Molina informed Board Members of the education and tech fee which aligns with our campus modernization effort. This will help with the fit and renovation of our classrooms. Chancellor Darrell Allison expressed thoughts on where these fees line up in comparison to (15) universities in the UNC system.

Provost Leach summarized the new enrollment confirmation fee 2023-24. This fee is for new students only and will help us project yield and build out our staffing needs and meet the demands of the growing needs at FSU. Students who pay the enrollment fee are investing with the intent to enroll. Waivers will be approved case by case. The fee can also be added to their bills at the beginning of the semester and will be included in the checklist upon acceptance.

CAPITAL PROJECTS UPDATE:

Vice Chancellor Lillian Wanjagi presented an update on capital projects, joined by Jon Parsons, Associate Vice Chancellor for Facilities Management. The update included a summary of the following projects:

Health & Wellness Center

- Advanced Planning effort is complete with SHS stakeholders and COE subject matter expert
- Projected completion in Fall 2025

Bryant & Vance Hall Demolition

- Construction contract execution in progress (11/21). Notice to Proceed to contractor expected by 12/1
- Potential to transfer ~\$800k surplus to HWC project budget is being explored with UNC SO.

New Residence Hall

- Design is in final construction documents phase @ 368 beds.
- Early Site, Infrastructure & Procurement construction starts in 4/2023. Building construction starts in 6/2023.
- Request made for \$4M in OSBM Flex Funds.
- We remain on track to open in Fall 2024

New College of Education

- Advance Planning design phase has been extended 8 weeks due to Middle School program change.
- Schedule impact of additional design reviews by other authorities is being evaluated (8-week placeholder).
- Schedule impact of the approval process by CCS is unknown (6-week placeholder)
- The ECLC is an add alternate unlikely to be included in the project due to budget.
- A request for \$6.3M in OSBM Flex Funds will be made in summer 2023 when DD phase is complete.
- Estimated opening: Spring 2026

Chick/Rosenthal Building Renovations

- Designer selection on today's agenda.
- Chick's proposed use: student supports services, PFA department (in basement), swing space
- Rosenthal use: PFA department
- Targeted openings: Chick in Spring 2025 and Rosenthal in Fall 2025.

New Parking Deck

- Designer solicitation is underway. Selection in February 2023.
- Project site has moved north to lot CS below Capel BB/tennis courts.
- Targeted opening: Fall 2025

Utility Infrastructure Upgrade

- Designer solicitation will be posted in December. Selection in February 2023.
- Multi-phase project with first phase starting in 2024.

Butler Building Renovation

- Structural repairs & window replacements: design contract at SCO. Design will begin in 1/2023.
- HVAC & fire alarm: Designer solicitation will be issued in January. Selection in March 2023.

Lyons Science Building Renovation

- Main renovation is complete.
- Final phase of project (lab exhaust system) will be complete summer of 2023.

Aramark Projects

- Starbucks on Campus East Quad
- Project will run concurrently with East Quad Enhancement project
- Chick-fil-A at Bronco Midtown

FY22 Traditional R&R Projects

- Campus-wide sidewalk repairs – \$500k (East Quad)
- Campus-wide exterior lighting improvements – \$400k (East Quad)
- Roof replacements: Butler (\$650k), Barber/Collins (\$200k), Telecom (\$150k)
- Contingency – \$100k

FY23 Traditional R&R Projects (proposed)

- Telecom building MEP - \$750k
- University Advancement MEP - \$850k
- University Advancement Upfit for Police - \$400k

HEERF-funded Housing Projects

- Projects in Harris, Joyner and New Res halls are complete
- An HVAC project in New Res Hall will be completed in Summer 2023

McLeod Hall HVAC conversion project is underway (Fall 2023 opening)

EXTERNAL AFFAIRS AND MILITARY RELATIONS UPDATE:

Wesley Fountain, Vice Chancellor for Military Relations and External Affairs, presented an update on the Fayetteville-Cumberland Entrepreneur and Business Hub.

Mr. Fountain introduced Alyse Polly, Assistant Director of Policy & Program Development at Create/NCGrowth. CREATE/NCGrowth is a multi-state economic development center based at UNC Chapel Hill. Ms. Polly presented on the partnership with FSU through the Anchor Institutions Create Economic Resilience (AICER) program. She particularly noted FSU is leading the way in HUB utilization with 29.7%, compared to the 8% by the other UNC System schools.

Dr. Tamara Bryant, Director of the Entrepreneur and Business Hub, shared that Between September and November, the Hub conducted 118 visits and tours, 4 trainings, and 3 bid openings. In addition, the Hub was utilized for varying classes, Veterans business outreach, and small business technology development. Dr. Bryant also shared the upcoming events at the Hub over the next several months.

ACTION ITEMS:

Action Item BF1: Student Fee Increases

Approval of a 3% increase in student fees for the following areas: Athletics, Education & Tech, Student Activities, Student Health, Housing Application, Enrollment Confirmation (New Students Only), and New Student Orientation.

Trustee Glenn Adams motioned to approve the student fee increases. The motion was seconded

by Trustee R. Jonathan Charleston. The motion carried.

Action Item BF2: Approval of the Bronco Card Office Building Demolition

Dr. Wanjagi seeking the Boards approval for a The Bronco Card Office Building on FSU's East Campus to be demolished to allow for the construction of the New College of Education Building.

Trustee Glenn Adams motioned to approve the demolition of The Bronco Card Office Building for the construction of the New College of Education Building. The motion was seconded by Trustee R. Jonathan Charleston. The motion carried.

Action Item BF3: Approval of Design Services for the H.T. Chick and A.B. Rosenthal Renovation Projects.

Approval of Design Services for the H.T. Chick and A.B. Rosenthal Renovation projects to authorize University staff to negotiate a contract and fee with the selected firm, 310 Architecture + Interiors.

Trustee R. Jonathan Charleston asked if there is HUB participation? Mr. Parsons stated the selected firms have HUB sub-consultants on their teams. Trustee R. Jonathan Charleston explained the significance to include HUB participants. Dr. Wanjagi explained the designers embodied the requirements of the Pre-Selection Committee.

A motion was made by Glenn Adams to approve the authorization of university staff to negotiate a contract and fee with the firm 310 Architecture + Interiors. The motion was seconded by Trustee R. Jonathan Charleston. The motion carried.

ADJOURNMENT:

Chair Stuart Augustine adjourned the meeting at 3:42 p.m. A motion was made by Glenn Adams and seconded by Trustee R. Jonathan Charleston.

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
March 22, 2023

Current Operating Budget Status

Fiscal Year through January 31, 2023

| Funding Source | Budget | Receipts | Expenses | % Spent | % of Operating Budget |
|-------------------------------|-------------|-------------|-------------|---------|-----------------------|
| State Operating Budget | 93,636,828 | 56,428,919 | 56,425,918 | 60% | 24% |
| Auxiliary Services | 28,643,658 | 24,524,484 | 13,815,840 | 48% | 7% |
| Contracts and Grants | 76,644,382 | 40,408,698 | 40,408,698 | 53% | 20% |
| Capital Improvement | 183,444,918 | 4,009,832 | 4,009,832 | 2% | 48% |
| Total Funds Available | 382,369,786 | 125,371,933 | 114,660,288 | 30% | 100% |

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

| Revenue Description | Budget | Actual Receipts | % Collected | % of Total Revenues |
|--------------------------------|-------------------|-------------------|-------------|---------------------|
| State Appropriation | 80,574,409 | 37,787,968 | 47% | 86% |
| Regular Term (Fall and Spring) | 6,471,168 | 8,262,962 | 128% | 7% |
| Summer School | 2,500,000 | 4,049,461 | 162% | 3% |
| Other Revenues | 4,091,251 | 6,328,528 | 155% | 4% |
| Totals | 93,636,828 | 56,428,919 | 60% | 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 | 71,722,824 | 42,278,006 | 59% |
| Supplies | 1,207,257 | 610,974 | 51% |
| Utilities | 2,623,699 | 1,188,312 | 45% |
| Other Current Services | 13,752,437 | 9,818,241 | 71% |
| Capital Outlay | 283,141 | 68,231 | 24% |
| Financial Aid | 4,047,470 | 2,462,154 | 61% |
| Totals | 93,636,828 | 56,425,918 | 60% |

NOTE:

1. Expenditure burn rate is 42.58% when seasonal adjusted for Summer School, Financial Aid, Capital Outlay and COVID-19 Expenses. This equates to a 0.91% favorable variance.

Auxiliary Services - Budget Status

Fiscal Year 2023

| Fund Description | Budget | Actual Receipts | Actual Expenses | Budget Spent |
|------------------------|-------------------|-------------------|-------------------|--------------|
| Housing Services | 10,000,000 | 9,357,388 | 4,398,259 | 44% |
| Campus Dining Services | 6,000,000 | 5,620,377 | 3,102,956 | 55% |
| Athletics | 4,400,000 | 3,198,120 | 2,519,042 | 57% |
| Campus Bookstore | 3,300,000 | 2,511,905 | 1,714,460 | 52% |
| Student Activity Fees | 3,000,000 | 2,102,446 | 1,087,249 | 36% |
| Student Health Center | 1,036,070 | 1,052,781 | 501,425 | 48% |
| One Card Operations | 526,063 | 181,000 | 117,050 | 22% |
| Copy Center | 358,309 | 219,411 | 126,238 | 35% |
| Parking Operations | 216,000 | 239,616 | 117,322 | 54% |
| Post Office | 150,000 | 41,440 | 131,839 | 88% |
| Totals | 28,643,658 | 24,524,484 | 13,815,840 | 48% |

Top Contracts and Grants Budget Status Report

| GRANT NAME | FY 2023 FUNDING | REVENUE | EXPENSE | START DATE |
|-----------------------------------|-----------------|------------|------------|------------|
| Higher Education Emergency Relief | 48,165,747 | 22,216,091 | 22,216,091 | 5/1/2021 |
| CARES Act- Higher Education | 16,700,931 | 14,659,605 | 14,659,605 | 5/1/2021 |
| Title III | 7,188,346 | 1,081,643 | 1,081,643 | 10/1/2022 |
| GEAR UP | 1,200,000 | 536,414 | 536,414 | 9/1/2022 |
| HBCU Master's Grant | 1,080,479 | 397,979 | 397,979 | 10/1/2022 |
| HBCU-UP | 481,245 | 555,432 | 555,432 | 6/1/2021 |
| Student Support Services | 400,758 | 257,650 | 257,650 | 9/1/2022 |
| Talent Search I | 323,420 | 125,329 | 125,329 | 9/1/2022 |
| U-RISE | 314,555 | 201,812 | 201,812 | 4/1/2022 |
| Talent Search II | 277,375 | 131,812 | 131,812 | 10/1/2022 |
| McNair's Scholars | 261,888 | 78,293 | 78,293 | 10/1/2022 |
| AOMRP | 249,638 | 166,638 | 166,638 | 10/1/2022 |

Capital Improvement (CI) Budget Summary



| Project Name | Authorized | Cumulative Expensed | FY23 Budget | FY23 Actual Receipts | Unexpended Balance |
|---|----------------------|---------------------|---------------------|----------------------|----------------------|
| Lyons Science Renovation ¹ | \$18,000,000 | \$15,136,466 | \$1,982,232 | \$653,700 | \$1,362,021 |
| Health & Wellness Center | \$11,100,000 | \$227,738 | \$10,889,890 | \$17,628 | \$10,872,262 |
| Bryant/Vance Demolition | \$2,500,000 | \$584,873 | \$2,077,617 | \$162,489 | \$1,915,127 |
| New College of Education ² | \$63,000,000 | \$522,965 | \$6,300,000 | \$522,965 | \$62,477,035 |
| New Residence Hall ² | \$40,000,000 | \$2,653,049 | \$4,000,000 | \$2,653,049 | \$37,346,951 |
| New Parking Deck ² | \$10,000,000 | - | \$10,000,000 | - | \$10,000,000 |
| H.T. Chick Renovation ² | \$9,500,000 | - | \$950,000 | - | \$9,500,000 |
| A.B. Rosenthal Renovation ² | \$10,000,000 | - | \$1,000,000 | - | \$10,000,000 |
| Utility Infrastructure Upgrade ² | \$9,950,000 | - | \$995,000 | - | \$9,950,000 |
| G.L. Butler Renovation ² | \$3,450,000 | - | \$345,000 | - | \$3,450,000 |
| 2022 Repairs & Renovations ² | \$2,000,000 | - | \$2,000,000 | - | \$2,000,000 |
| 2020 Repairs & Renovations | \$148,382 | \$33,490 | \$114,892 | - | \$114,892 |
| 2018 Repairs & Renovations | \$1,580,468 | \$1,580,468 | - | - | - |
| 2017 Repairs & Renovations | \$1,541,298 | \$1,534,888 | \$6,410 | - | \$6,410 |
| 2016 Repairs & Renovations | \$674,770 | \$632,261 | \$42,509 | - | \$42,509 |
| Total Capital Activity | \$183,444,918 | \$22,906,198 | \$40,703,551 | \$4,009,832 | \$159,037,208 |

1. NC Connect Bonds 10M, General Fund Appropriation 2.75M, Department of Education 1.75M, Federal CARES Act 2M and 2022 SCIF Authorization = \$18M Funding Availability = \$16.5M
2. New General Fund Authorizations approved in the FY22-FY23 State Budget

Capital Improvement Projects



Lyons Science Building Renovation

- Main building renovation is complete.
- Final phase of project (lab exhaust system) will be complete summer of 2023.

Bryant & Vance Hall Demolition

- Demolition underway on both halls. Vance will finish first in April, Bryant to follow NLT July.
- ~\$800k surplus from this project will be transferred to HWC project.

McLeod Hall HVAC Conversion

- Construction is underway.
- Estimated completion 10/1/23.

Health & Wellness Center

- In early Schematic Design phase.
- Revised design contract execution pending at SCO.
- Projected completion in Fall 2025

New Residence Hall

- Design is in final construction documents phase @ 368 beds.
- Request for \$4M in OSBM Flex Funds is under review at OSBM.
- On schedule to open in Fall 2024

Capital Improvement Projects



New College of Education

- Advance Planning complete, includes the CoE, a Student Success Center and one 400 student ECHS.
- Estimated opening: Spring 2026

New Parking Deck

- Designer selection complete (Duda-Paine Architects), Advanced Planning design phase begins in April.
- Targeted opening: Fall 2025

Chick/Rosenthal Building Renovations

- Advanced Planning design phase is underway and will conclude in early May.
- Chick – College Access/Student Success programs and ITS department.
- Rosenthal – PFA department.
- Targeted opening: Chick in Summer 2025 and Rosenthal in Fall 2025.

Utility Infrastructure Upgrade

- Designer selection will be made at an April 2023 special-called BOT meeting.
- Multi-phase project with first phase starting in 2024.

Traditional R&R Project Highlights

- Butler: structural repairs, window replacements, HVAC & fire alarm improvements (\$3.45M)
- Roof replacements: Butler, Collins/Barber, Telecom, NewRes Hall (housing funds)
- Capel chiller replacement (\$1M)

Action Items

Item BF-1

- University Advancement Building Renovation project: Designer Selection

Item BF-2

- Butler Building Renovation Project: Increase in Project Authority

Item BF-3

- Campuswide Hardscape and Exterior Lighting Project: Increase in Project Authority

QUESTIONS

FAYETTEVILLE STATE UNIVERSITY LEGISLATIVE AGENDA

Wesley Fountain

Vice Chancellor for External Affairs and Military Relations

March 22, 2023

Legislative Priority #1



Completion Assistance Programs (CAP)

Student success is at the heart of the UNC System Strategic Plan, which calls for increasing the System's on-time graduation rate and reducing student debt at graduation for both our first-time and transfer students. To address these goals, the UNC System has proposed \$10.5 million in recurring funds (\$1.5 million each institution) to support completion assistance programs at our Historically Minority Serving Institutions (HMSIs – ECSU, FSU, N.C. A&T, NCCU, UNCP, and WSSU) and UNCA.

Program effectiveness will be assessed based on the change in the percentage of students achieving 60- and 90-credit hour benchmarks and, ultimately, graduating on-time.

Fayetteville State University's CAP Programs

- Bronco Boost
- 30-60-90

BRONCO BOOST 2023

Increasing Access to Success



- Immersive, on-campus summer transition program for incoming freshmen and transfer students to begin Summer 2023
- **Target: 75 total students, 77 applied as of 3.3.2023**

30-60-90 Free Summer School Impact



86.63% of all undergraduate students who participated in 30-60-90 Free Summer School 2022, returned in fall 2022

93.17% of the undergraduate students in cohorts 2020 and 2021 returned in fall 2022

Legislative Priority #2

FSU's **Cook Building**, the oldest building on campus, will undergo a comprehensive \$10M renovation and 3,000 SF addition to be transformed into FSU's **Military Affairs/Veteran's Academic Center**, a full-service academic support center for military-affiliated students.

Note: Project approved in UNC System 6-year capital plan.



- The Department of Military Affairs and Office Space for High-Ranking Military Officials Visiting FSU's Campus: 2,000 SF
- A New Veteran's Center: 10,000 SF
- Two existing ROTC detachments (Army and Air Force): 8,000 SF
- Instructional and Training Space: 1,300 SF



Legislative Priority #3



FSU Innovation and Entrepreneurship Hub - \$1,000,000 (\$957,630.17 still available as of 1/5/23)

The Fayetteville-Cumberland Regional Entrepreneur-Business HUB offers support and resources to provide on-site, one-stop assistance to help entrepreneurs launch new enterprises, small business training, access capital, obtain certifications, bonding, and win government contracts.

FSU SANE Nursing Training Pilot - \$1,500,000 (\$1,123,922.31 still available as of 1/5/23)

The purpose of this training is to provide registered nurses, advanced practice nurses, and health care providers (HCP), (e.g., physician assistants and physicians) with knowledge specific to the pediatric, adolescent, and adult sexual assault examinations for collection of evidence and identification of injury that might have been sustained. The nurse or HCP will be trained to conduct and complete the evidentiary examination on a child, adolescent, or adult as well as focus on techniques and issues that will assist them to accomplish the task. Students will be provided with a solid foundation to respond and advocate for victims of sexual assault and violence.

Resolution:

2-year extension on the use of previously appropriated funds.

QUESTIONS