

Conflicts of Interest Statement

All Board Members are reminded of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this Board of Trustees' meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time.

**Winston-Salem State University
Board of Trustee Meeting
2019-2020**

Date:

Time:

Roll Call

Name:	Present	Not Present
1. Harris, William		
2. Bailey, L'Tanya		
3. Barr, Robert		
4. Bigelow, Coretta		
5. Clark, Robert		
6. Cullinan, Matthew		
7. Farmer, Kelvin		
8. Gibson, William		
9. Henderson, Sue		
10. Kelly, Kathleen		
11. Moore, Brent		
12. Nostitz, Drewry		
13. Sides, Ricky		
14. Smith, Dave		

**WINSTON-SALEM STATE UNIVERSITY BOARD OF TRUSTEES
MINUTES OF FULL BOARD MEETING
FRIDAY, SEPTEMBER 20, 2019
DRAFT PENDING BOARD APPROVAL**

CALL TO ORDER

Chair Harris called the meeting to order at 9:00am.

CONFLICT OF INTEREST STATEMENT

Chair Harris reminded the members of their obligations under the State Ethics Act by reading the following statement:

All Board Members are reminded of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board at this meeting, the conflict or appearance of conflict should be identified at this time.

No conflicts were noted.

ROLL CALL

Mrs. Kluttz-Leach called the roll. All trustees were present. A quorum was established. The voting strength was 13, the majority was 7, and 2/3rds was 9.

Staff present: Dr. Anthony Graham, Mr. Wilbourne Rusere, Dr. LaTanya Afolayan, Dr. Mel Norwood, Dr. Ivey Brown, Mrs. Shannon Henry, Ms. Raisha Cobb, Mr. Cornelius Graves, Chief Patricia Norris, and Ms. Camille Kluttz-Leach,

ADOPTION OF THE AGENDA

Trustee Nostitz moved to adopt the agenda. Trustee Farmer seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees adopt the current agenda as distributed.

APPROVAL OF MINUTES

Trustee Nostitz moved to approve the June 14, 2019, and July 30, 2019 meeting minutes. Trustee Farmer seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees approve the minutes of June 14, 2019, and July 30, 2019.

RESOLUTION HONORING MR. JERRY MICHAEL SHORTT

Chairman Harris presented a plaque resolution and gifts to Trustee Wierman in recognition of his service on the Winston-Salem State University Board of Trustees. Mr. Shortt expressed his sincere gratitude for being able to serve on the Winston-Salem State University Board of Trustees and reminded the body that he will remain an advocate and supporter of the university.

CONSENT AGENDA

Trustee Cullinan moved to approve the items listed on the consent agenda. Trustee Sides seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees approve all items listed on the consent agenda as listed.

Overtime Compensation Policy

REPORT OF BOARD CHAIR

A. WSSU Board of Trustees Endowed Scholarship

Chairman Harris presented the proposal that the Board of Trustees establish an endowed scholarship. Trustee Sides moved to approve the formation of the Winston-Salem State University Board of Trustees Scholarship. Trustee Farmer seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees approve the formation of the “Winston-Salem State University Board of Trustees Endowed Scholarship.”

B. Statement of Accountability and Commitment

Chairman Harris presented the Statement of Accountability and Commitment that sets forth expectations of trustees. Trustee Moore moved that the Winston-Salem State University Board of Trustees adopt the Statement of Accountability and Commitment. Trustee Clark seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees adopt the Statement of Accountability and Commitment.

Upon adoption of the Statement of Accountability, Chairman Harris asked that all trustees sign the form and return it to him.

REPORT OF THE COMMITTEES

- A. Academic Affairs Committee (Nostitz)
- B. Student Affairs Committee (Bigelow)
- C. University Advancement Committee (Farmer)
- D. Finance and Administration Committee (Barr)
- E. Audit, Risk, and Compliance Committee (Clark)
- F. Governance, Advocacy, Trusteeship & Ethics Committee (no report was given)
- G. Board of Trustees of the Endowment Committee (no report was given)

A copy of committee materials can be found in the archived September 20, 2019 board materials.

ADOPTION OF COMMITTEE MEETING REPORTS

Trustee Barr moved the adoption of the committee meeting reports. Trustee Sides seconded the motion.

Motion: Resolved, that the Winston-Salem State University Board of Trustees adopts the committee reports.

FORMER BUSINESS –No former business was discussed.

MOTION TO GO INTO CLOSED SESSION

Trustee Bigelow moved that the board go into closed session pursuant to North Carolina law to: (1) prevent the disclosure of privileged information under N.C.G.S. 143-318.11(a)(1), specifically state employee personnel records, under The Privacy of State Employee Personnel Records Act, Article 7 of chapter 126 of the North Carolina General Statutes; (2) consult with our attorney under N.C. Gen. Stat. 143-218.11(a)(3)(2) to protect the attorney-client privilege, to consider and give instructions concerning potential and actual claims, administrative procedures, or judicial actions, privilege and (3) hear or investigate a complaint, charge, or grievance by or against a public officer or employee under N.C.G.S. 143-318.11(a)(6).consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee under N.C.G.S. 143-318.11(a)(6).

Trustee Moore seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees approve the motion to go into closed session.

The meeting moved into executive (closed) session.
(The complete minutes of the executive session are recorded separately)
The public meeting resumed in open session

RESUME BOARD MEETING IN OPEN SESSION

The meeting resumed in Open Session.

REPORT FROM THE CHAIR REGARDING CLOSED SESSION

Chair Harris reported that while in Closed Session, the Board approved the minutes of the June 14, 2019 Executive Session minutes, the September 18, 2019 Nominating Committee Executive Session minutes, heard the a report from the Audit Committee, including the litigation report.

ADOPTION OF ACTIONS TAKEN IN CLOSED SESSION

Trustee Nostitz moved that the board adopt the actions taken in closed session. Trustee Sides seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees adopt the actions taken in closed session.

REPORT OF THE NOMINATING COMMITTEE

Trustee Nostitz presented the report of the Nominating Committee. The Nominating Committee submits the following nominations for 2019-2020 Officers for:

- (a) Chair: Kelvin Farmer
- (b) Vice Chair: Kathleen Kelly
- (c) Secretary: Coretta Bigelow
- (d) Assistant Secretary: Camille Kluttz-Leach

Trustee Nostitz moved that the Winston-Salem State University Board of Trustees suspend the election procedure requirements and elect the slate of officers by acclamation. Trustee Clark seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees suspend the election procedure requirements and elected the slate of officers by acclamation.

Chairman Harris passed the gavel to Trustee Farmer, who assumed the role as the Chair of the Winston-Salem State University Board of Trustees.

UPCOMING EVENTS

- A. Homecoming Week - October 27, 2019 - November 2, 2019
- B. Convocation - Friday - November 1, 2019

Next Meeting Date - December 13, 2019

**Winston-Salem State University
Board of Trustee Meeting
September 20, 2019**

9:00 a.m.

Roll Call

Name:	Present	Not Present
1. Harris, William	X	
2. Bailey, L'Tanya	X	
3. Barr, Robert	X	
4. Bigelow, Coretta	X	
5. Clark, Robert	X	
6. Cullinan, Matthew	X	
7. Farmer, Kelvin	X	
8. Gibson, William	X	
9. Kelly, Kathleen	X	
10. Moore, Brent	X	
11. Nostitz, Drewry	X	
12. Sides, Ricky	X	
13. Smith, Dave	X	

Quorum Established:

Voting Strength is 13

Majority is 7

2/3rds is 9



**WINSTON-SALEM STATE UNIVERSITY BOARD OF TRUSTEES
MINUTES OF CALLED BOARD MEETING
WEDNESDAY, NOVEMBER 6, 2019
DRAFT PENDING BOARD APPROVAL**

CALL TO ORDER

Chair Farmer called the meeting to order at 2:02 p.m.

CONFLICT OF INTEREST STATEMENT

Chair Farmer reminded the members of their obligations under the State Ethics Act by reading the following statement:

All Board Members are reminded of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board at this meeting, the conflict or appearance of conflict should be identified at this time.

No conflicts were noted.

ROLL CALL

Mrs. Kluttz-Leach called the roll. All trustees were present. A quorum was established. The voting strength was 13, the majority was 7, and 2/3rds was 9.

Staff present: Chancellor Elwood Robinson, Dr. Ivey Brown, Mrs. Letitia Wall, and Ms. Camille Kluttz-Leach,

ADOPTION OF THE AGENDA

Trustee Clark moved to adopt the agenda. Trustee Nostitz seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees adopt the current agenda as distributed.

MOTION TO GO INTO CLOSED SESSION

Trustee Bigelow moved that the board go into closed session pursuant to North Carolina law to: (1) prevent the disclosure of privileged information under N.C.G.S. 143-318.11(a)(1), specifically state employee personnel records, under The Privacy of State Employee Personnel Records Act, Article 7 of chapter 126 of the North Carolina General Statutes; (2) establish or instruct the staff or agents concerning the negotiations of the amount of compensation or other terms of an employment contract under N.C.G.S. 143-318.11(a)(5); and (3) consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee under N.C.G.S. 143-318.11(a)(6).

Trustee Harris seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees approve the motion to go into closed session.

The meeting moved into executive (closed) session.
(The complete minutes of the executive session are recorded separately)
The public meeting resumed in open session

RESUME BOARD MEETING IN OPEN SESSION

The meeting resumed in Open Session.

REPORT FROM THE CHAIR REGARDING CLOSED SESSION

Chair Farmer reported that while in Closed Session, the Board approved the contract and appointment of Etienne Thomas as the Athletic Director.

ADOPTION OF ACTIONS TAKEN IN CLOSED SESSION

Trustee Harris moved that the board adopt the actions taken in closed session. Trustee Clark seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees adopt the actions taken in closed session.

ADJOURNMENT

With no further business, the meeting adjourned.

Respectfully submitted,

Camille Kluttz-Leach, J.D.
Assistant Secretary to the Board of Trustees

**Winston-Salem State University
Board of Trustee Meeting
Teleconference
November 21, 2019
1:00 p.m.**

Roll Call

Name:	Present	Not Present
1. Harris, William		
2. Barr, Robert		
3. Moore, Brent		
4. Nostitz, Drewry		
Staff in attendance:		
5. Brown, Ivey		
6. Kluttz-Leach, Camille		
7.		
8.		
9.		



Tuition and Fees Proposals

FY 2020 – 2021

December 2019 BOT Presentation



WSSU

WESTON-SALEM STATE UNIVERSITY

*Subject to Approval by the WSSU Board of Trustees

FY 2020 -21 TUITION & FEES PROPOSAL

- **PROCESS OVERVIEW**
- **TUITION PROPOSAL**
- **STUDENT MEAL PLANS**
- **HOUSING & RESIDENCE LIFE**
- **GENERAL FEES**
 - i. **EDUCATIONAL & TECHNOLOGY FEE**
 - ii. **STUDENT HEALTH FEE**
 - iii. **STUDENT ACTIVITIES FEE**
- **FEEDBACK/NEXT STEPS**

PROCESS

- Annual Process at each UNC System campus
 - An interdisciplinary committee comprised of representatives from – Students, Faculty and Senior Management
 - Departmental representatives present proposals/recommendations to the committee regarding respective increases.
 - The committee presents recommendations to:
 - Chancellor
 - Student Forums (2)
 - Final recommendations provided to the Board of Trustees, and upon approval forwarded to the UNC Board of Governors

TUITION & FEES COMMITTEE

Co-Chairs

- Dr. Anthony Graham, Provost & Vice Chancellor. Academic Affairs
- Dr. Mel Norwood, Associate Provost & Vice Chancellor. Student Engagement
- William Gibson, President. Student Government Association

Student Representatives

Kyndal Dodd
Kendrick Pittman

Staff Representatives

- Camille Kluttz-Leach, Chief of Staff
- Constance Mallette, Vice Chancellor. Finance & Administration
- Dr. Carolyn Berry, Sr. Associate Provost
- Letitia Wall, Associate Provost

Faculty Representative

- Dr. Mesia Steed, Faculty Senate Chairperson

Staff Senate Representative

- Leslie Winbush, Staff Senate President

FY2020-21 Tuition & Fees Guidance

1

An increase up to 3% will be considered for resident undergraduates but combined tuition and fees must remain in bottom quartile of the institution's public peers

2

Increases are allowed for nonresident students with combined rates driven by the market and reflecting the full cost of providing a quality education

3

Graduate and professional school tuition increases will be considered as long as rates are consistent with each program's unique market and academic requirements

4

Increases are allowed on general fees up to 3%, including debt service (\$73.00 for WSSU)
Increases or requests for new special fees are not allowed

GENERAL FEES RATE CHANGES

Fee	FY 2015-2016	FY 2016-2017	\$ Change	% Change	FY 2017-2018	FY 2018-2019	FY 2019-2020 \$Change	% Change	FY 2019-2020	FY20-21 Proposed \$ Change	%	FY20-21 Proposed Rate
Athletics	\$694.00	\$694.00	\$51.00	7.30%	\$745.00	\$745.00	\$35.00	4.70%	\$780.00	\$0.00	0.00%	\$780.00
Health Services	247.00	247.00	\$20.00	8.10%	267.00	267.00	\$0.00	-	267.00	25.00	9.36%	292.00
Student Activities	530.70	530.70	\$0.00	-	530.70	530.70	\$15.00	2.80%	545.70	20.00	3.67%	565.70
Educational & Technology	416.46	416.46	\$0.00	-	416.46	416.46	\$0.00	-	416.46	28.00	6.93%	444.46
Debt Service	460.00	460.00	\$0.00	-	460.00	423.00	\$0.00	-	423.00	\$0.00	0.00%	423.00
Campus Security Fee	30.00	30.00	\$0.00	-	30.00	30.00	\$0.00	-	30.00	\$0.00	0.00%	30.00
Total	\$2,378.16	\$2,378.16	\$71.00	2.99%	\$2,449.16	\$2,412.16	\$50.00	2.10%	\$2,462.16	73.00	3.00%	\$2,535.16
									3% Cap	\$73.86		

TUITION PROPOSAL FY2020 - 2021

WINSTON-SALEM STATE UNIVERSITY

Tuition Rate Changes/FY20-21 Proposal

Category	FY 2016-2017 Tuition	FY 17-18 \$ Increase	% Increase	FY 2017-2018 Tuition	% Increase	FY 2018-2019 Tuition	FY 19-20 % Increase	FY 2019-20 Tuition	FY 2020-2021 Proposed \$ Change	% Change	FY 2020-21 Proposed Tuition
Undergraduate-Resident	\$3,335	\$66	2%	\$3,401	0%	\$3,401	0%	\$3,401	\$102.00	3.00%	\$3,503.00
Graduate-Resident	\$3,796	\$76	2%	\$3,872	0%	\$3,872	0%	\$3,872	\$116.00	3.00%	\$3,988.00
Undergraduate Non-Resident	\$13,446	\$202	1.50%	\$13,648	0%	\$13,648	0%	\$13,648	\$204.72	1.50%	\$13,852.72
Graduate Non-Resident	\$13,713	\$274	2%	\$13,987	0%	\$13,987	0%	\$13,987	\$209.80	1.50%	\$14,196.80

Important Note: This proposed increase will impact incoming fall 2020 students under the Fixed Tuition Cohort program, which will place their tuition rates fixed for four years.

Category	Projected Revenue Increase
Undergraduate-Resident	\$116,123.00
Graduate-Resident	\$81,240.00
Undergraduate-Non-Resident	\$42,596.00
Graduate-Non-Resident	\$4,739.00
Total	\$244,698.00

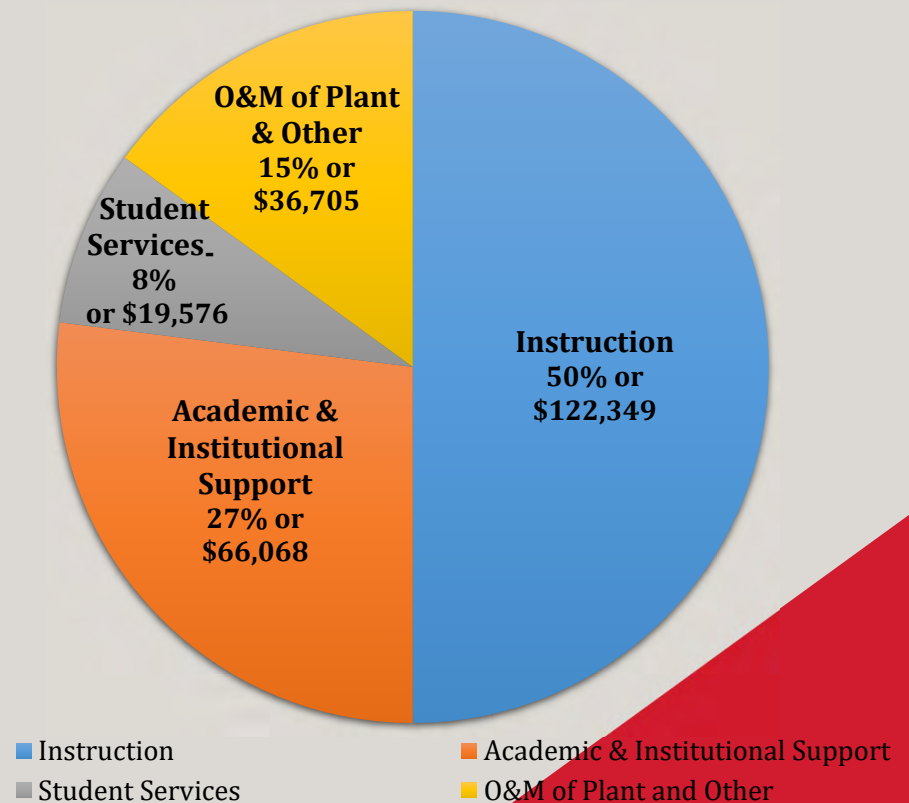
Proposed Use of Tuition

Standard Tuition Usage

- **Instruction**: Primarily faculty salaries and benefits, supporting all aspects of the direct academic mission of the university.
- **Academic & Institutional Support**: Funds academic and operational administration including university leadership and business functions such as finance, human resources, and legal services.
- **Operation & Maintenance (O&M) of Plant and Other Expense**: Contributes to the operation and maintenance of the physical plant, utilities, and IT infrastructure.
- **Student Services**: Encompasses the student-related administrative needs of the university including admissions, registrar, academic counseling, and career counseling.

Proposed Allocation (\$244,698)

- Offset inflationary costs related to operations in the categories below.



TUITION & FEES – NATIONAL PEERS

Institution	UG Resident Tuition & Fees 2019-2020	Quartile
Rutgers University Camden	15,264	1st
William Paterson University of New Jersey	13,370	1st
Francis Marion University	11,160	1st
University of South Carolina Aiken	10,810	1st
Prairie View A & M University	10,786	2nd
Norfolk State University	9,622	2nd
Jacksonville State University	9,176	2nd
Virginia State University	9,154	2nd
University of Maryland Eastern Shore	8,558	3rd
Delaware State University	8,258	3rd
SUNY College at Old Westbury	8,248	3rd
Morgan State University	8,008	3rd
Alcorn State University	7,290	4th
Albany State university	6,950	4th
Fort Valley State University	6,848	4th
Winston-Salem State University	5,954.16	4th

Important Note: Proposed increase keeps WSSU in bottom quartile of national public peers.

WINSTON-SALEM STATE UNIVERSITY

TUITION & FEES – NATIONAL PEERS

Institution	UG Nonresident Tuition & Fees 2019-2020	Quartile
Rutgers University Camden	32,046	1st
Prairie View A&M University	25,654	1st
William Patterson University of New Jersey	21,768	1st
Norfolk State University	21,550	1st
Francis Marion University	21,544	2nd
University of South Carolina Aiken	21,218	2nd
Virginia State University	20,909	2nd
Albany State University	20,452	2nd
Fort Valley State University	20,250	3rd
University of Maryland Eastern Shore	18,968	3rd
Morgan State University	18,480	3rd
SUNY College at Old Westbury	18,278	3rd
Delaware State University	17,294	4th
Jacksonville State University	16,952	4th
Winston Salem State University	16,201.16	4th
Alcorn State University	7,290	4th

Important Note: Proposed increase keeps WSSU in bottom quartile of national public peers

WINSTON-SALEM STATE UNIVERSITY

BUSINESS SERVICES – MEAL PLANS PROPOSAL FY 2020 - 2021

WINSTON-SALEM STATE UNIVERSITY

2020-21 Proposed Meal Plan Rates Residential Plans

Proposed Rates 2020-21

Current Rates 2019-20

Meal Plan # ME = Meal Exchanges in Food Court	# of Meals Per Semester 304 meals in 16 weeks	Base Price Per Plan (W/O DB)	3% Increase On Base Price	Declining Balance Per Plan	6.75% Tax Per Plan	Rates Per Semester (W/DB and Tax)	Increase Per Plan (Including Tax)
1. (10 ME & 5 Guest Passes)	Unlimited	\$1,626.34	\$47.37	\$200.00	\$109.78	\$1,936.12	\$50.57
1. (10 ME & 5 Guest Passes)	Unlimited	\$1,578.97		\$200.00	\$106.58	\$1,885.55	
2. (5 Guest Passes)	220	\$1,403.58	\$40.88	\$325.00	\$94.74	\$1,823.32	\$43.64
2. (5 Guest Passes)	220	\$1,362.70		\$325.00	\$91.98	\$1,779.68	
3. (5 Guest Passes)	160	\$1,260.70	\$36.72	\$265.00	\$85.10	\$1,610.80	\$39.20
3. (5 Guest Passes)	160	\$1,223.98		\$265.00	\$82.62	\$1,571.60	

WINSTON-SALEM STATE UNIVERSITY

2020-2021 Proposed Meal Plan Rates Commuter Plans

Proposed Rates 2020-21

Current Rates 2019-20

Meal Plan #	# of Meals Per Semester	Base Price Per Plan (W/O DB)	3% Increase on Base Price	Declining Balance Per Plan	6.75% Tax Per Plan	Rates Per Semester (W/DB and Tax)	Increase Per Plan (Including Tax)
4.	100	\$850.79	\$24.78	\$400.00	\$57.43	\$1,308.22	\$26.45
4	100	\$826.01		\$400.00	\$55.76	\$1,281.77	
5.	50	\$383.86	\$11.18	\$400.00	\$25.91	\$809.77	\$11.93
5	50	\$372.68		\$400.00	\$25.16	\$797.84	
6.	25	\$201.16	\$5.86	\$300.00	\$13.58	\$514.74	\$6.26
6	25	\$195.30		\$300.00	\$13.18	\$508.48	

WINSTON-SALEM STATE UNIVERSITY

Meal Plan Increase Justification for 2020-2021

3% Proposed Increase

- **Increase in Consumer Price Index**
- **Increase in repair expenses for aging equipment**
- **Increase Theme Meal Offerings including Wing Flings and Surf & Turf**
- **Increase diversity of fresh fruit offerings**
- **Improve seasoning bar options**
- **Administer G.E.T. Program**

HOUSING & RESIDENCE LIFE PROPOSAL

FY 2020 - 2021

WINSTON-SALEM STATE UNIVERSITY

HOUSING & RESIDENCE LIFE

Residence Hall	2019-2020 Price per Semester	2019-2020 Price per Year	2020-2021 Proposed Price per Semester	2020-2021 Proposed Price Per Year	Proposed Increase per Semester	Proposed Increase per Year	% Increase
Atkins Hall	\$2,956.20	\$5,912.40	\$3,015.32	\$6,030.65	\$59.12	\$118.24	2.00%
Brown Hall	\$3,038.50	\$6,077.00	\$3,129.66	\$6,259.31	\$91.16	\$182.32	3.00%
Covington Hall	\$3,757.96	\$7,515.92	\$3,833.12	\$7,666.24	\$75.16	\$150.32	2.00%
Martin-Schexnider	\$3,522.57	\$7,045.14	\$3,593.02	\$7,186.04	\$70.45	\$140.90	2.00%
Moore	\$2,816.32	\$5,632.64	\$2,928.97	\$5,857.95	\$112.65	\$225.30	4.00%
Wilson Suites	\$3,363.47	\$6,726.94	\$3,464.37	\$6,928.75	\$100.90	\$201.80	3.00%
Wilson Apartments	\$3,537.54	\$7,075.08	\$3,643.67	\$7,287.33	\$106.13	\$212.26	3.00%

WINSTON-SALEM STATE UNIVERSITY

HOUSING & RESIDENCE LIFE

Residence Hall	2019-2020 Price per Semester	2019-2020 Price per Year		2020-2021 Proposed Price per Semester	2020-2021 Proposed Price Per Year	Proposed Increase per Semester	Proposed Increase per Year	% Increase
Rams Commons 2 Bed/Kitchen	\$3,686.79	\$7,373.58		\$3,834.26	\$7,668.52	\$147.47	\$294.94	4.00%
Rams Commons 2 Bed/Kitchenette	\$3,625.59	\$7,251.18		\$3,770.61	\$7,541.23	\$145.02	\$290.05	4.00%
Rams Commons 4 Bed/Kitchenette	\$3,374.16	\$6,748.32		\$3,509.13	\$7,018.25	\$134.97	\$269.93	4.00%
Rams Commons 4 Bed/ Kitchen	\$3,478.71	\$6,957.42		\$3,617.86	\$7,235.72	\$139.15	\$278.30	4.00%
The Flats @ WSSU	\$4,257.96	\$8,515.92		\$4,385.70	\$8,771.40	\$127.74	\$255.48	3.00%

HOUSING & RESIDENCE LIFE

Residence Hall	2019-2020 Price per Semester	2019-2020 Price per Year	2020-2021 Proposed Price per Semester	2020-2021 Proposed Price Per Year	Proposed Increase per Semester	Proposed Increase per Year	% Increase
Gleason-Hairston Terrace Single Suites	\$3,681.60	\$7,363.20	\$3,792.05	\$7,584.10	\$110.45	\$220.90	3.00%
Gleason-Hairston Terrace 2 Bedroom Suites	\$3,650.40	\$7,300.80	\$3,759.91	\$7,519.82	\$109.51	\$219.02	3.00%
Gleason-Hairston Terrace 3 Bed ADA Suites	\$3,426.28	\$6,852.56	\$3,529.07	\$7,058.14	\$102.79	\$205.58	3.00%
Gleason-Hairston Terrace 4 Bed Apartment	\$3,426.28	\$6,852.56	\$3,529.07	\$7,058.14	\$102.79	\$205.58	3.00%
Foundation Heights 4 Bedroom/ 4 Person	\$3,884.65	\$7,769.30	\$4,001.19	\$8,002.38	\$116.54	\$233.08	3.00%
Foundation Heights 2 Bedroom/ 4 Person	\$3,757.96	\$7,515.92	\$3,870.70	\$7,741.40	\$112.74	\$225.48	3.00%
Foundation Heights 4 Bedroom/ 8 Person (SS)	\$4,257.96	\$8,515.92	\$4,385.70	\$8,771.40	\$127.74	\$255.48	3.00%

Projected Revenue & Use on Future Projects (estimated cost)

Fiscal Year	Revenue
FY19-20	\$14,952,276.64
FY20-21	\$15,372,390.36
Projected Increase	\$420,114

Building	Projects	Projected Cost
Wilson Hall	Shower Replacement	\$300,000
Foundation Heights	Carpet Replacement (Bedrooms)	\$350,000
Other Projects		
Gleason Hairston Terrace	Dresser & Desk Replacement	\$250,000
Gleason Hairston Terrace	MLK Landscaping Project	\$6,478.83
Foundation Heights	Lobby Flooring	\$15,000
Rams Commons	HVAC System, Fire Alarm System, Flooring, Bedroom Furniture, Lighting, Bathroom & Kitchen Upgrades	\$7 Million

Projects Completed/Accomplished Fall 2018- Summer 2019

Building	Projects	Cost
Atkins Hall	First Floor Kitchen Remodel	\$2,300.00
Atkins Hall	3 rd & 5 th Floor Study Space Conversion	\$3,530.49
Atkins Hall	Computer Lab Furniture	\$20,123.96
Atkins Hall	Floor (Kitchen, Lobby, 3 rd & 5 th Floor Student Room, and Computer Lab)	\$12,564.96
Brown Hall	Computer Lab Furniture	\$15,303.68
Brown Hall	Kitchenette Remodel	\$2,225.00
Brown Hall	HVAC Register Reconditioning	\$3,612.93
Gleason Hairston Terrace	Smoke Alarm	\$12,384.81

Projects Completed/Accomplished Fall 2018- Summer 2019

Building	Projects	Cost
Foundation Heights Gleason Hairston Terrace	Garbage Disposal Removal	\$39,123.24
Hairston Terrace Wilson Hall	New Mattresses	\$124,674.50
Foundation Heights Gleason Hairston Terrace	Sofa & Chair Replacements	\$178,386.00
Martin-Schexnider	Flooring Lobby	\$13,244.96
Martin-Schexnider	Flooring Kitchen	\$9,594.70
Wilson Hall	Computer Lab, Conference Room & Multipurpose Space Furniture	\$32,169.84
Wilson Hall	Flooring Replacement	\$678,236.06

EDUCATIONAL & TECHNOLOGY FEE PROPOSAL FY 2020 - 2021

WINSTON-SALEM STATE UNIVERSITY

EDUCATIONAL & TECHNOLOGY FEES RATE CHANGES

FY2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	FY2020-21 Proposed Increase	% Change	FY2020-21 Proposed Rate
416.46	416.46	416.46	416.46	416.46	416.46	\$28.00	6.72%	\$444.46

Rate Increase	Student FTE	Projected Additional Revenue <i>(rate x fte)</i>
\$28.00	4,285	\$119,980

2020-21 Educational & Technology Fees

Proposed Use of Funds



\$71,205

EAB Navigate.

A comprehensive technology that brings together administrators, faculty, advisors, and staff to support students from enrollment to graduation.

- Smart Guidance to Students
- Strategic Care by Faculty & Staff

WINSTON

\$34,775

An AI virtual assistant using SMS to guide students through key enrollment processes, connect to on-campus counselors, and answer questions 24/7 about WSSU, student life, campus services, financial aid, housing, and more.



\$4,000

Building upon the power of LockDown Browser, Monitor is an automated student-friendly system for online proctoring using a student's webcam and industry-leading video analytics to prevent cheating during non-proctored exams.



\$10,000

WSSU's academic software distribution website provides students access to exclusive discounts available through agreements between WSSU and select software publishers.

STUDENT HEALTH FEE PROPOSAL

FY 2020 - 2021

WINSTON-SALEM STATE UNIVERSITY

STUDENT HEALTH FEE: RATE CHANGES

Fee	FY2014-2015	2015-2016	2016-2017	\$ Change	% Change	2017-2018	2018-2019	2019-2020	2020-21 Proposed \$Change	% Change	2020-21 Proposed Rate
Student Health	\$247.00	247.00	247.00	\$20.00	8.1%	267.00	267.00	\$267.00	\$25.00	9.36%	292.00

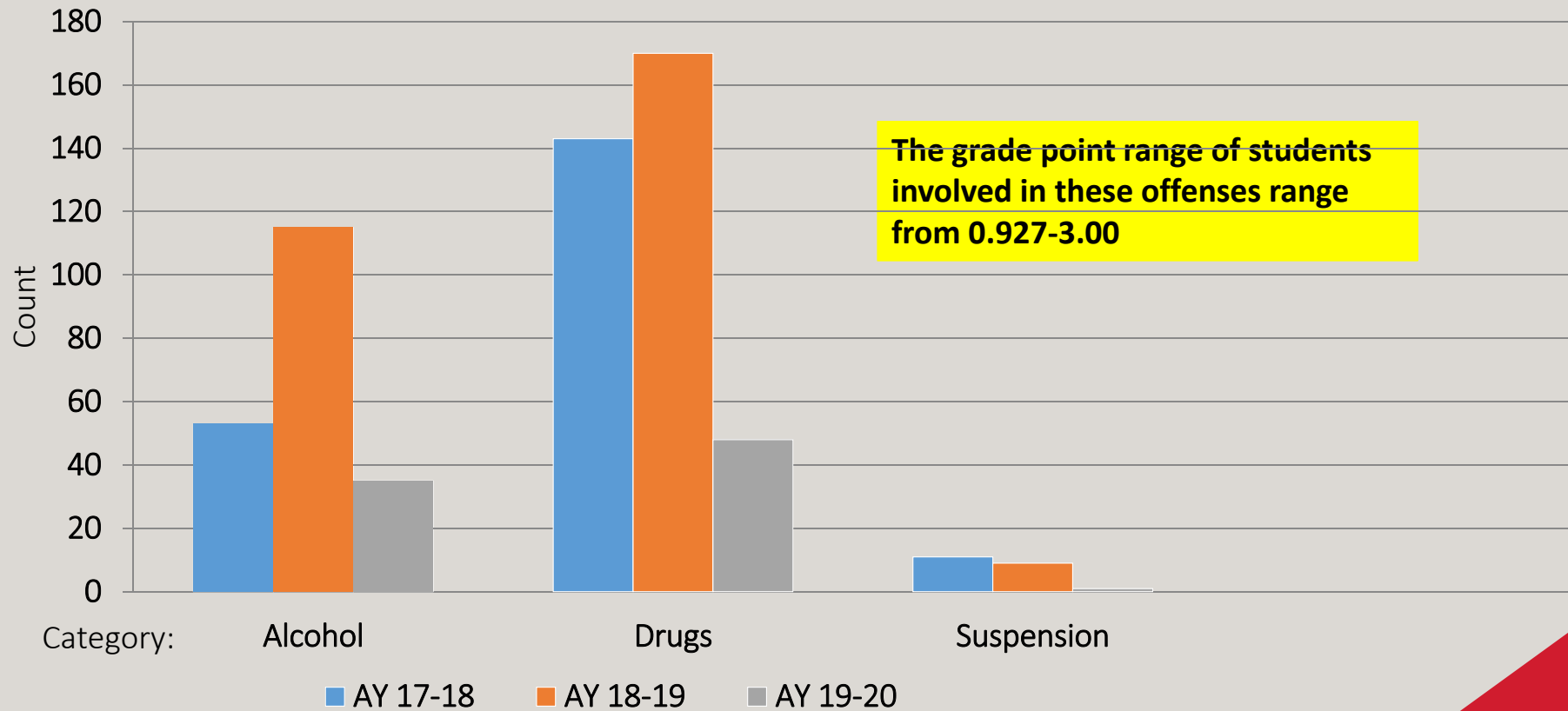
Fiscal Year	Projected Revenue
2019-20	\$1,144,095
2020-21	\$1,251,220
Revenue Increase ($\$25.00 \times 4,285$ FTE's)	\$107,125

WINSTON-SALEM STATE UNIVERSITY

Justification & Proposed Use of Funds

Educational Harm Reduction Intervention	Expected Outcomes	Fee
Everfi Online Assessment	Increased capacity for intervention practices and data-driven decisions related to student use of alcohol and other drugs	\$90,000 (3-year agreement)
Step Up (bystander intervention training for students)	Reduction in conduct cases related to alcohol and other drugs	\$10,000
Educational Speakers Series e.g. “The impact of drugs while experiencing stress”	Awareness campaign regarding the use of alcohol and other drugs related to mental health and wellness	\$7,125
	Total	\$107,125

Trend for Student-Related Conduct Offenses



STUDENT ACTIVITIES FEE PROPOSAL

FY 2020 - 2021

WINSTON-SALEM STATE UNIVERSITY

Student Activities Fee: Rate Changes

FY2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	FY2019-2020 \$ Change	FY2019-2020 % Change	FY2019-2020	FY2020-2021 Proposed \$ Change	% Change	FY 2020-2021 Proposed Rate
530.70	530.70	530.70	530.70	530.70	\$15.00	2.8%	\$545.70	\$20.00	3.67%	\$565.70

Rate Increase	Student FTE	Projected Revenue (rate x fte)
\$20.00	4,285	\$85,700.00

Justification & Proposed Use of Funds

- Expand Undergraduate Research Opportunities: These funds will help defray costs and make undergraduate research opportunities available to more students including presentation of their research at conferences – \$27,710
- Provide more opportunities for student experiential learning and access to high impact practices (HIPs) through curricular and/or co-curricular engagement - \$27,853
 - Increase percentage of students engaged in high impact practices (HIPs) by 5%, from 67% to 72% in FY2019-20, and support retention efforts
 - Increases campus partnerships/internship opportunities by engaging more companies that reflect the majors and career desires of students.
 - Develops transferable skills for students
- Provide more targeted programming for the entire student population through Diversity/Global Learning - \$30,137
 - This provides support for intercultural experiences on campus including speakers and programming that encourages conversation around “difficult differences” such as racial, ethnic, and gender inequality, or continuing struggles around the globe for human rights, freedom, and power.

THANK YOU!
FEEDBACK/NEXT STEPS

WINSTON-SALEM STATE UNIVERSITY

REFERENCE MATERIALS

WINSTON-SALEM STATE UNIVERSITY

FY 2020-2021 SUMMARY OF PROPOSED TUITION & GENERAL FEES

WSSU Tuition and Fee Proposals for 2020-21

Tuition Category	2020-21 Tuition				
	2019-20 Tuition	Proposed Increase	% Change	Revenue Generated	2020-21 Rate
Undergraduate Resident	\$3,401.00	\$102.00	3.0%	\$116,123	\$3,503.00
Nonresident	13,648.00	\$205.00	1.5%	\$81,240	13,853.00
Graduate Resident	3,872.00	\$116.00	3.0%	\$42,596	3,988.00
Graduate Nonresident	13,987.00	\$210.00	1.5%	\$4,739	14,197.00
Estimated Total Revenue Generated				\$244,698	

General Fees and Debt Service	2020-21 Fees			
	2019-20 Fees	Proposed Increase	% Change	2020-21 Fees
Athletics	\$780.00	\$0.00	0.0%	\$780.00
Health Services	267.00	25.00	9.4%	292.00
Student Activities	545.70	20.00	3.7%	565.70
Educational & Technology	416.46	28.00	6.7%	444.46
Campus Security	30.00	0.00	0.0%	30.00
Subtotal - General Fees	2,039.16	73.00	3.6%	2,112.16
Debt Service *	423.00	0.00	0.0%	423.00
ASG Fee	1.00	0.00	0.0%	1.00
Total Proposed UG Fees	2,463.16	\$73.00	3.0%	\$2,536.16
Proposed UG Resident Tuition & Fees	5,864.16			\$6,039.16

The proposed Athletics fees, effective Fall Term 2019, are listed below.

<i>Institution</i>	<i>Requested Change</i>	<i>Proposed 2019-20 Fee</i>
Appalachian State University	\$23.00	\$783.00
East Carolina University	50.00	773.00
Elizabeth City State University	20.44	899.31
Fayetteville State University	50.00	768.00
North Carolina A&T State University	25.00	870.00
North Carolina Central University	–	847.00
North Carolina State University	–	232.00
UNC Asheville	25.00	855.00
UNC-Chapel Hill	–	279.00
UNC Charlotte	–	824.00
UNC Greensboro	19.00	780.00
UNC Pembroke	24.00	771.52
UNC Wilmington	25.00	774.55
UNC School of the Arts	N/A	N/A
Western Carolina University	26.00	782.00
Winston-Salem State University	35.00	780.00

The proposed Health Services fees, effective Fall Term 2019, are listed below.

<i>Institution</i>	<i>Requested Change</i>	<i>Proposed 2019-20 Fee</i>
Appalachian State University	\$ –	\$325.00
East Carolina University	–	263.00
Elizabeth City State University	10.20	265.23
Fayetteville State University	10.00	247.00
North Carolina A&T State University	–	338.50
North Carolina Central University	45.00	312.66
North Carolina State University	–	407.00
UNC Asheville	–	368.00
UNC-Chapel Hill	–	400.15
UNC Charlotte	4.00	247.00
UNC Greensboro	8.00	310.00
UNC Pembroke	15.49	205.49
UNC Wilmington	–	219.00
UNC School of the Arts	–	882.00
Western Carolina University	8.00	314.00
Winston-Salem State University	–	267.00

The proposed Student Activities fees, effective Fall Term 2019, are listed below.

<i>Institution</i>	<i>Requested Change</i>	<i>Proposed 2019-20 Fee</i>
Appalachian State University	\$13.00	\$659.00
East Carolina University	8.00	702.00
Elizabeth City State University	35.15	738.15
Fayetteville State University	–	565.00
North Carolina A&T State University	–	714.25
North Carolina Central University		
Undergraduate	25.00	501.40
Graduate	–	426.80
Law	–	446.72
North Carolina State University	–	679.32
UNC Asheville	23.50	791.50
UNC-Chapel Hill		
Undergraduate	(3.81)	394.16
Graduate	(3.81)	372.18
Law	–	198.50
Pharmacy	–	7.50
UNC Charlotte	18.00	650.00
UNC Greensboro	27.00	577.00
UNC Pembroke	18.00	697.84
UNC Wilmington	11.00	698.95
UNC School of the Arts	–	748.00
High School	–	802.00
Western Carolina University	14.00	632.00
Winston-Salem State University	15.00	545.70

The proposed Educational and Technology fees, effective Fall Term 2019, are listed below.

<i>Institution</i>	<i>Requested Change</i>	<i>Proposed 2019-20 Fee</i>
Appalachian State University	\$ –	\$576.00
East Carolina University	8.00	403.00
Elizabeth City State University	–	326.00
Fayetteville State University	–	382.00
North Carolina A&T State University	20.00	469.06
North Carolina Central University	–	428.15
North Carolina State University	–	439.28
UNC Asheville	37.00	527.00
UNC-Chapel Hill	(2.56)	442.30
UNC Charlotte	30.00	622.00
UNC Greensboro	15.00	461.00
UNC Pembroke	15.00	543.91
UNC Wilmington	40.70	534.94
UNC School of the Arts	50.00	754.00
Western Carolina University	–	544.00
Winston-Salem State University	–	416.46

The University of North Carolina
Tuition and Fees Applicable to All Regular Full-Time
Undergraduate Resident Students by Carnegie Classification
Proposals for 2019-20 (new students)

	2018-19 Approved Rates				Recommended 2019-20 Changes					
	Tuition	Mandatory Fees	Debt Service	Total Tuition & Fees	Tuition	Mandatory Fees	Debt Service	Total Changes	Proposed Tuition & Fees	% Incr.
NC State	\$6,535.00	\$1,788.60	\$572.00	\$8,895.60	\$0.00	\$0.00	\$ 0.00	\$0.00	\$8,895.60	0.0%
UNC-CH	7,019.00	1,552.98	185.85	8,757.83	0.00	(6.37)	0.00	(6.37)	8,751.46	(0.1%)
ECCU	4,452.00	2,106.00	460.00	7,018.00	0.00	66.00	(15.00)	51.00	7,069.00	0.7%
N.C. A&T	3,540.00	2,377.81	588.00	6,505.81	0.00	45.00	0.00	45.00	6,550.81	0.7%
UNCC	3,812.00	2,322.00	720.00	6,854.00	0.00	52.00	0.00	52.00	6,906.00	0.8%
UNCG	4,422.00	2,090.00	707.00	7,219.00	0.00	69.00	0.00	69.00	7,288.00	1.0%
UNCW	4,443.00	2,181.74	376.00	7,000.74	0.00	76.70	0.00	76.70	7,077.44	1.1%
ASU	4,242.00	2,338.00	634.00	7,214.00	0.00	36.00	(30.00)	6.00	7,220.00	0.1%
FSU	2,982.00	1,933.00	335.00	5,250.00	0.00	60.00	0.00	60.00	5,310.00	1.1%
NCCU	3,728.00	2,050.21	570.00	6,348.21	0.00	70.00	0.00	70.00	6,418.21	1.1%
UNCP	1,000.00	2,177.27	240.00	3,417.27	0.00	72.49	0.00	72.49	3,489.76	2.1%
WCU	1,000.00	2,265.00	523.00	3,788.00	0.00	48.00	0.00	48.00	3,836.00	1.3%
WSSU	3,401.00	1,990.16	423.00	5,814.16	0.00	50.00	0.00	50.00	5,864.16	0.9%
UNCA	4,122.00	2,487.00	394.00	7,003.00	0.00	85.50	0.00	85.50	7,088.50	1.2%
ECSU	1,000.00	2,193.90	0.00	3,193.90	0.00	65.79	0.00	65.79	3,259.69	2.1%
UNCSA*	6,497.00	2,415.00	0.00	8,912.00	0.00	0.00	0.00	0.00	8,912.00	0.0%
Average	3,887.19	2,141.79	420.49	6,449.47	0.00	49.38	(2.81)	46.57	6,496.04	0.7%

* Does not include High School

The University of North Carolina
Tuition and Fees Applicable to All Regular Full-Time
Undergraduate Nonresident Students by Carnegie Classification
Proposals for 2019-20 (new students)

	2018-19 Approved Rates				Recommended 2019-20 Changes					
	Tuition	Mandatory Fees	Debt Service	Total Tuition & Fees	Tuition	Mandatory Fees	Debt Service	Total Changes	Proposed Tuition & Fees	% Incr.
NC State	\$25,878.00	\$1,788.60	\$572.00	\$28,238.60	\$ 776.00	\$0.00	\$ 0.00	\$ 776.00	\$29,014.60	2.7%
UNC-CH	33,202.00	1,552.98	185.85	34,940.83	996.00	(6.37)	0.00	989.63	35,930.46	2.8%
ECU	20,729.00	2,106.00	460.00	23,295.00	0.00	66.00	(15.00)	51.00	23,346.00	0.2%
N.C. A&T	16,750.00	2,377.81	588.00	19,715.81	300.00	45.00	0.00	345.00	20,060.81	1.7%
UNCC	17,246.00	2,322.00	720.00	20,288.00	0.00	52.00	0.00	52.00	20,340.00	0.3%
UNCG	19,581.00	2,090.00	707.00	22,378.00	0.00	69.00	0.00	69.00	22,447.00	0.3%
UNCW	18,508.00	2,181.74	376.00	21,065.74	0.00	76.70	0.00	76.70	21,142.44	0.4%
ASU	19,049.00	2,338.00	634.00	22,021.00	0.00	36.00	(30.00)	6.00	22,027.00	0.0%
FSU	14,590.00	1,933.00	335.00	16,858.00	0.00	60.00	0.00	60.00	16,918.00	0.4%
NCCU	16,435.00	2,050.21	570.00	19,055.21	0.00	70.00	0.00	70.00	19,125.21	0.4%
UNCP	5,000.00	2,177.27	240.00	7,417.27	0.00	72.49	0.00	72.49	7,489.76	1.0%
WCU	5,000.00	2,265.00	523.00	7,788.00	0.00	48.00	0.00	48.00	7,836.00	0.6%
WSSU	13,648.00	1,990.16	423.00	16,061.16	0.00	50.00	0.00	50.00	16,111.16	0.3%
UNCA	20,845.00	2,487.00	394.00	23,726.00	625.00	85.50	0.00	710.50	24,436.50	3.0%
ECSU	5,000.00	2,193.90	0.00	7,193.90	0.00	65.79	0.00	65.79	7,259.69	0.9%
UNCSA*	22,640.00	2,415.00	0.00	25,055.00	400.00	0.00	0.00	400.00	25,455.00	1.6%
Average	17,131.31	2,141.79	420.49	19,693.60	193.56	49.38	(2.81)	240.13	19,933.73	1.2%

* Does not include High School



WSSU

Office of the Provost

To: Winston-Salem State University Board of Trustees

Cc: Elwood Robinson, Chancellor
Executive Staff

From: Anthony Graham, Provost and Vice Chancellor for Academic Affairs

Date: December 12, 2019

Subject: Report to the Board of Trustees-Admissions Exceptions (December BOT Meeting)

In accordance with UNC Policy Manual 700.1.1.1 [R] *Regulations on Minimum Requirements for Undergraduate Admission*, an annual report of the admission of first time undergraduate students requiring special consideration and Chancellor’s Exceptions for not meeting minimum admissions requirements must be provided to the WSSU Board of Trustees. These exceptions are reported annually to UNC System Offices.

- A Chancellor’s Exception may be applied to any first-time undergraduate who:
- a. Does not meet the SAT/ACT minimum requirement and/or
 - b. Does not meet the minimum high school GPA requirement

The maximum number of Chancellor’s Exceptions is limited to one percent (1%) of the total number of first time undergraduate applicants accepted in the academic year of admittance. There are populations excluded from the calculation of the one percent. (A copy of the full policy is included).

Chancellor’s Exceptions Summary

Total Number of First Time Applicants Accepted 2019-2020 Academic Year: 3060
One percent of total number of applicants accepted allowable: 30

2019-2020 Total Number of Chancellor’s Exceptions: 15
 Number enrolled fall 2019: 15
 Male: 6
 Female: 9
 Average GPA (unweighted) 2.59
 Average SAT (12 reported) 876.6
 Average ACT (3 reported) 15.9
 Special Population (Athletes, Band): 5

Academic Performance of Exceptions 2018-2019

Number of Exceptions: 18

	Exceptions	Total Freshman Cohort (934)
First Year to Second Year Retention	55.6%	77.8%
Average GPA	1.93	2.69

Attachment: [UNC Policy 700.1.1: Minimum Admissions Requirements](#)



WINSTON-SALEM STATE UNIVERSITY

INTERNAL-AUDIT OFFICE OF AUDIT, RISK, AND COMPLIANCE CHARTER

I. MISSION

The mission of ~~Internal-Audit~~ the Office of Audit, Risk, and Compliance (OARC) is to enhance and protect organizational value by providing risk-based and objective assurance, advice and insight. ~~Internal-Audit~~OARC helps the university accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

II. SCOPE

The scope of work of ~~Internal-Audit~~OARC is to determine whether the university's network of risk management, control, and governance processes, as designed and represented by management, is adequate and functioning in a manner to ensure:

1. Risks are appropriately identified and managed.
2. Interaction with the various governance groups occur as needed.
3. Significant financial, managerial, and operating information is accurate, reliable, and timely.
4. Employee's actions are in compliance with policies, standards, procedures, and applicable laws and regulations.
5. Resources are acquired economically, used efficiently, and adequately protected.
6. Programs, plans, and objectives are achieved.
7. Quality and continuous improvement are fostered in the university's control processes.
8. Significant legislative and regulatory issues impacting the university are recognized and addressed properly.

Opportunities for improving risk management, management control, efficiency, compliance, and the university's image identified during audits will be communicated to the appropriate level of management.

~~Internal-Audit~~OARC will provide the same level of assurance services, described in this charter, to the University of North Carolina School of the Arts.

III. INDEPENDENCE AND OBJECTIVITY

~~Internal-Audit~~OARC shall maintain its independence. The Chief Audit, Risk, and Compliance Officer (CARCO) reports administratively to the Chancellor and functionally to the Audit, Risk and Compliance Committee (ARCC) of the university Board of Trustees in a manner outlined in the section on *Accountability*. ~~Internal-Audit~~OARC staff personnel shall report to the CARCO.

To ensure roles related to enterprise risk management (ERM) and compliance do not impair, or appear to impair, the organizational independence and objectivity of the CARCO and the internal audit function, the following safeguards are in place:

- a. The CARCO does not own risks. University management remains responsible for risk management and compliance.
- b. The CARCO does not manage risks or compliance on behalf of management.
- c. University management sets the risk appetite, makes decisions about and implements risk responses.
- d. The ARCC and Chancellor are responsible for imposing risk management practices.
- e. OARC's Risk and Compliance Program Specialist (RCPS) does not have any audit-related responsibilities and the internal auditors' responsibilities related to ERM and compliance are limited to assurance and consulting.

The ARCC will periodically evaluate reporting lines and responsibilities of the CARCO and the internal auditors and develop alternative processes to obtain assurance related to ERM, if deemed necessary. The CARCO shall include a report on ~~internal audit~~ OARC personnel as part of the regularly scheduled ARCC meetings or upon request from the Chair of the ARCC.

IV. AUTHORITY

1. The CARCO and staff are authorized to:
 - a. Have unrestricted access to all functions, records, property, and personnel, in a manner consistent with North Carolina law.
 - b. Have full and free access to the ARCC.
 - c. Allocate resources, set frequencies, select subjects, determine scopes of work, and apply techniques required to accomplish audit objectives.
 - d. Obtain the necessary assistance of personnel in units of the university where they perform audits, as well as other specialized services from within or outside the university.
2. The CARCO and staff are **not** authorized to:
 - a. Perform any operational duties for the university or its affiliates.
 - b. Initiate or approve accounting transactions external to ~~Internal Audit~~ OARC.
 - c. Direct the activities of any university employee not employed by or assigned to the ~~Office of Audit, Risk and Compliance~~ OARC.

V. ACCOUNTABILITY

The CARCO, in the discharge of his/her duties, shall be accountable to the Chancellor and the ARCC to:

1. Provide an assessment on the adequacy and effectiveness of the university's processes for controlling its activities and managing its risks in the areas set forth under the mission and scope of work.
2. Report significant issues related to the processes for controlling the activities of the university and its affiliates, including potential improvements to those processes, and provide information concerning such issues through resolution.
3. Provide information periodically on the status and results of the annual audit plan and the sufficiency of department resources.
4. Coordinate with and provide oversight of other control and monitoring functions (risk management, compliance, security, legal, ethics, environmental, external audit).

VI. RESPONSIBILITY

The CARCO and staff shall have the responsibility to:

Internal Audit

1. Apply and uphold the principles and rules of conduct in the Code of Ethics established by the Institute of Internal Auditors (IIA).
2. Develop a flexible annual audit plan using an appropriate risk-based methodology, including any risks or control concerns identified by management, and submit that plan to the ARCC for review and approval.
3. Implement the annual audit plan, as approved, including, and as appropriate, any special tasks or projects requested by management and the ARCC.
4. Maintain a professional audit staff with sufficient knowledge, skills, experience, and professional certifications to meet the requirements of this Charter.
5. Establish a quality assessment program by which the CARCO assures the operation of internal auditing activities.
6. Perform consulting services, beyond internal auditing's assurance services, to assist management in meeting its objectives. Examples may include facilitation and advisory services.
7. Evaluate and assess significant merging/consolidating functions and new or changing services, processes, operations, and control processes coincident with their development, implementation, and/or expansion.
8. Periodically report to the Chancellor and the ARCC summarizing the results of audit activities.
9. Keep the Chancellor and the ARCC informed of emerging trends and successful practices in internal auditing.
10. Provide significant goals and results to the ARCC.
11. Assist in the investigation of significant suspected fraudulent activities within the university and notify the Chancellor and the ARCC of the results.
12. Consider the scope of work of the external auditors and regulators, as appropriate, for the purpose of providing optimal audit coverage to the university.
13. Provide audit and/or activity reports to the University of North Carolina (UNC) Board of Governors, ~~and the UNC the General Administration System~~ Office, the North Carolina (NC) Office of State Budget Management, and the NC Office of the State

Auditor.

~~VII. ROLES BEYOND INTERNAL AUDITING~~

~~To help ensure key business risks are being managed appropriately and that the system of internal control is operating effectively, the CARCO's role has been expanded to include oversight of the university's enterprise risk management (ERM) and compliance monitoring functions.~~

Enterprise Risk Management

1. The CARCO's roles related to ERM include the following:
 - a. Championing the establishment of ERM.
 - b. Facilitation of the processes to identify, evaluate, manage and monitor risks.
 - c. Advising, challenging, coaching and supporting management's decisions on risk, as opposed to making risk management decisions.
 - d. Coordinating ERM activities.
 - e. Consolidating the reporting on risks.
 - f. Communicating with senior management and the ARCC when management has accepted a level of risk that may be unacceptable to the university.
- ~~2. The University's Risk and Compliance Program Specialist (RCPS) reports to the CARCO.~~ The role of the RCPS related to ERM includes the following:
 - a. Maintaining the ERM framework.
 - b. Ongoing assessments of risks having the greatest impact.

Compliance

1. The CARCO's role related to university-wide compliance monitoring includes the following:
 - a. Oversee maintenance of the university-wide compliance calendar.
 - b. Serve as the connector for individual components of university compliance.
 - c. Facilitate reports from compliance managers to the ARCC.
 - d. Report auditor observations of noncompliance to the ARCC.
2. The RCPS's role related to university-wide compliance includes the following:
 - a. Maintain the university's compliance calendar and coordinate updates.

~~To ensure these additional roles related to ERM and compliance do not impair, or appear to impair the organizational independence and objectivity of the CARCO and the internal audit function, the following safeguards are in place:~~

- ~~a. The CARCO reports administratively to the Chancellor and functionally to the ARCC.~~
- ~~b. The CARCO does not own risks. University management remains responsible for risk management and compliance.~~
- ~~c. The CARCO does not manage risks or compliance on behalf of management.~~
- ~~d. University management sets the risk appetite, makes decisions about and implements risk responses.~~
- ~~e. The ARCC and Chancellor are responsible for imposing risk management practices.~~
- ~~f. The RCPS does not have any audit related responsibilities and the internal auditors' responsibilities related to ERM and compliance are limited to assurance and consulting.~~
- ~~g. The ARCC will periodically evaluate reporting lines and responsibilities of the CARCO and the internal auditors and develop alternative processes to obtain assurance related to ERM, if deemed necessary.~~

VIII.VII. STANDARDS OF AUDIT PRACTICE

~~The Office of Internal Audit and Institutional Compliance~~The Internal Audit Unit of the OARC will govern itself by adherence to The Institute of Internal Auditors' Mandatory Guidance, which includes the Core Principles for the Professional Practice of Internal Auditing, the Code of Ethics, the will meet or exceed the International Standards for the Professional Practice of Internal Auditing, and the Definition of Internal Auditing(Standards) of the IIA.

Internal Audit is also subject to the North Carolina Internal Audit Act, established by North Carolina General Statute.

Effective Date: This charter becomes effective upon adoption by the Board of Trustees.

Modified: September 21, 2012
March 21, 2014
December 9, 2016
December 12, 2019

Chair, WSSU Board of Trustees

Secretary, WSSU Board of Trustees

DRAFT

**WINSTON-SALEM STATE UNIVERSITY
MINUTES OF THE BOARD OF TRUSTEES
CLOSED SESSION
FRIDAY, SEPTEMBER 20, 2019
DRAFT PENDING BOARD APPROVAL**

CLOSED SESSION

The Winston-Salem State University Board of Trustees meeting came into closed session pursuant to North Carolina law to: (1) prevent the disclosure of privileged information under N.C.G.S. 143-318.11(a)(1), specifically state employee personnel records, under The Privacy of State Employee Personnel Records Act, Article 7 of chapter 126 of the North Carolina General Statutes; (2) consult with our attorney under N.C. Gen. Stat. 143-218.11(a)(3)(2) to protect the attorney-client privilege, to consider and give instructions concerning potential and actual claims, administrative procedures, or judicial actions, privilege and (3) hear or investigate a complaint, charge, or grievance by or against a public officer or employee under N.C.G.S. 143-318.11(a)(6).consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee under N.C.G.S. 143-318.11(a)(6).

APPROVAL OF JUNE 14, 2019 CLOSED SESSION MINUTES

Trustee Farmer moved approval. The motion was properly seconded and it carried.

Motion: Resolved, that the Winston-Salem State University Board of Trustees approve the June 14, 2019 closed session minutes.

APPROVAL OF SEPTEMBER 18, 2019 NOMINATING COMMITTEE CLOSED SESSION MINUTES

Trustee Shortt moved approval of the September 18, 2019 Nominating Committee closed session minutes. The motion was properly seconded and it carried.

Motion: Resolved that the Winston-Salem State University Board of Trustees approve the September 18, 2019 closed session minutes of the Nominating Committee.

REPORT OF THE AUDIT COMMITTEE AND LITIGATION UPDATE

Trustee Clark presented the current status of pending litigation. Attorney Brown provided an update on the Batten and Boulware grievances. No actions were taken. A copy of the litigation report can be found in the archived September 21, 2019 board materials for closed session.

REPORT OF THE GRIEVANCE & APPEALS COMMITTEE

There was no report of the Grievance and Appeals Committee due to the cancellation and rescheduling of that meeting. Attorney Brown provided an update on the next steps for the Boulware matter due to the appeal and procedural changes.

MOTION TO RESUME IN OPEN SESSION

Trustee Farmer moved to come out of closed session. The motion was properly seconded it and it carried.

Motion: Resolved, that the Winston-Salem State University Board of Trustees will come out of closed session and resume in open session.

The public meeting resumed in Open Session

Respectfully submitted,

Camille Kluttz-Leach, J.D.
Assistant Secretary to the Board of Trustees

**WINSTON-SALEM STATE UNIVERSITY BOARD OF TRUSTEES
CLOSED SESSION MINUTES OF FULL BOARD MEETING
WEDNESDAY, NOVEMBER 6, 2019
DRAFT PENDING BOARD APPROVAL**

CLOSED SESSION

The Winston-Salem State University Board of Trustees meeting came into closed session pursuant to North Carolina law to: (1) prevent the disclosure of privileged information under N.C.G.S. 143-318.11(a)(1), specifically state employee personnel records, under The Privacy of State Employee Personnel Records Act, Article 7 of chapter 126 of the North Carolina General Statutes; (2) establish or instruct the staff or agents concerning the negotiations of the amount of compensation or other terms of an employment contract under N.C.G.S. 143-318.11(a)(5); and (3) consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee under N.C.G.S. 143-318.11(a)(6).

APPROVAL OF ATHLETIC DIRECTOR

Chancellor Robinson presented information on the candidate and provided an update on the process taken to select Mrs. Thomas. He asked that the Trustees consider her experience and her qualifications as she comes from a power five conference. Mrs. Wall explained the university's waiver of recruitment policy. Dr. Harris provided some structural comments for the actual contract and Dr. Brown indicated that he would take those comments into consideration.

Dr. Harris moved that we proceed with Trustee Nostitz seconded the motion. Chairman Farmer requested a roll call vote. The vote was 8 "yes," 2 "no," and 1 abstained (Trustee Kelly had exited the meeting and was no longer part of the quorum for the vote. Chairman Farmer declined to vote as chairman). The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees approves the appointment and contract for Etienne Thomas as WSSU Athletic Director.

Chancellor Robinson presented the next steps and indicated that her start date will be January 1, 2020.

MOTION TO COME OUT OF CLOSED SESSION

Trustee Clark moved that the board come out of closed session. Trustee Harris seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees meeting resumes in open session.

The board meeting resumed in Open Session

Respectfully submitted,

Camille Kluttz-Leach, J.D.
Assistant Secretary to the Board of Trustees

**BOT Appeals and Grievance Committee
Called Meeting
November 21, 2019
EXECUTIVE SESSION MINUTES**

EXECUTIVE SESSION

Winston-Salem State University Board of Trustees came into executive closed session to: (1) prevent the disclosure of privileged information under N.C.G.S. 143-318.11(a)(1), specifically state employee personnel records, under The Privacy of State Employee Personnel Records Act, Article 7 of chapter 126 of the North Carolina General Statutes; (2) consult with our attorney under N.C. Gen. Stat. 143-218.11(a)(3)(2) to protect the attorney-client privilege, to consider and give instructions concerning potential and actual claims, administrative procedures, or judicial actions, privilege and (3) hear or investigate a complaint, charge, or grievance by or against a public officer or employee under N.C.G.S. 143-318.11(a)(6).consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee under N.C.G.S. 143-318.11(a)(6).

EHRA NON-FACULTY GRIEVANCE APPEAL PROCEDURES

Attorney Brown explained the procedures and gave an update. Dr. Harris tabled the vote and moved to the Batten grievance matter. Upon conclusion of the Batten grievance issue, the committee returned back to the EHRA Non-Faculty grievance process. Trustee Barr moved that we approve the procedures. Trustee Nostitz seconded the motion. The motion passed. Dr. Harris suggested that we move forth with training expeditiously and asked for an introduction of it at the next board meeting.

Motion: Resolved, that the Winston-Salem State University Board of Trustees approve the EHRA Non-Faculty Appeals Procedures.

JESSE BATTEN EHRA NON-FACULTY APPEAL

Attorney Brown presented the position statement and information related to Mr. Batten's grievance appeal and provided advice and counsel to the board on its decision. The board discussed the matter. Attorney Brown asked if Mr. Batten had received the appeal instructions because he had not responded. Camille Kluttz-Leach confirmed that the Chancellor's Office had received the return receipt for his letter dated August 16, 2019, regarding his appeal.

Trustee Barr moved that we accept the recommendation of the Chancellor to uphold the decision. Trustee Moore seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees uphold the Chancellor's decision.

MOTION TO RESUME IN OPEN SESSION

Trustee Nostitz moved that the board come out of executive session. Trustee Moore seconded the motion. The motion passed.

Motion: Resolved, that the Winston-Salem State University Board of Trustees meeting returns to open session.

The public meeting resumed in Open Session

Respectfully submitted,

Camille Kluttz-Leach, J.D.
Assistant Secretary to the Board of Trustees