

CONFLICT ON INTEREST STATEMENT

The Chair reads the following statement:

“As Chair of the Board of Trustees, it is my responsibility to remind all members of the Board 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.”

NC State Law Virtual Meetings

SCRIPT

As chair of the committee, I want to remind everyone that we will be conducting today's meeting pursuant to the new amendments to the Open Meetings Act that apply during states of emergency. The amendments were signed into law on May 4, 2020, and allow public bodies to meet via electronic means. The new law does require, however, that we take all votes via roll call, which we will do today.

Additionally, pursuant to the amendments to the law, all chats, instant messages, texts, or other written communications between members of the board regarding the transaction of the public business during the remote meeting are deemed a public record.

Finally, I will ask all committee members, Board members, and participating staff to please identify yourself before participating in deliberations -- including making motions, proposing amendments, and raising points of order.

Winston-Salem State University
Board of Trustees Quarterly Meeting
Draft Minutes
September 18, 2020

Meeting Held via Zoom

Call to Order:

Chairman Farmer called the meeting to order at 9:02 a.m. The meeting was held via zoom.

Conflict of Interest:

CONFLICT OF INTEREST STATEMENT- Chairman Farmer read 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 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. There were no conflicts noted.

NC State Law Virtual Meetings:

NC STATE LAW VIRTUAL MEETING STATEMENT- Chairman Farmer read the following statement:

As chair of the committee, I want to remind everyone that we will be conducting today's meeting pursuant to the new amendments to the Open Meetings Act that apply during states of emergency. The amendments were signed into law earlier this month, and allow for public bodies to meet via electronic means. The new law does require, however, that we take all votes via roll call, which we will do today.

Additionally, pursuant to the amendments to the law, all chats, instant messages, texts, or other written communications between members of the board regarding the transaction of the public business during the remote meeting are deemed a public record.

Finally, I will ask all committee members, Board members and participating staff to please identify yourself before participating in deliberations – including making motions, proposing amendments, and raising points of order.

Roll Call:

Trustee Coretta Bigelow called the roll. Members in attendance: Kelvin Farmer, L'Tanya Bailey, Je-den Clark, Robert Clark, Matthew Cullinan, William Harris, Kathleen Kelly, Brent Moore, Drewry Nostitz, Ricky Sides, and Dave Smith. Trustee Robert Barr was not in attendance.

Staff Present: Chancellor Elwood Robinson, L'Tanya Afolayan, Carolyn Berry, Ivey Brown, Karen Cession, Raisha Cobb, Anthony Graham, Cornelius Graves, Amir Henry, Rod Isom, Constance Mallette, Melvin Norwood, Letitia Wall, Jason Stogner, and Etienne Thomas.

Adoption of Agenda:

Trustee Harris motioned to approve the agenda. Trustee Clark seconded to approve the meeting agenda. The motion passed. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), R. Barr (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), K. Kelly (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes), D. Smith (yes). All members in attendance approved the motion. Trustee Robert Barr was not in attendance.

Motion: Resolved that the Winston-Salem State University Board of Trustees approve the agenda as presented. Motion passed.

Adoption of the Consent Agenda:

Trustee Nostitz motioned to approve the consent agenda. Trustee Clark seconded the motion. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), K. Kelly (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes), D. Smith (yes). All members in attendance approved the motion. Trustee Robert Barr was not in attendance. The motion passed.

Motion resolved that the Winston-Salem State University Board of Trustees approve all items listed on the Consent Agenda as listed.

- a. Approval of June 12, 2020 Open Session Minutes
- b. Parking Ordinance – Revised

Adoption of Board of Trustees Resolutions:

Trustee Kelly motioned to approve the *Resolution of the Chair to Extend the GATE Committee*. This resolution extends the committee's term for another year. Trustee Smith seconded the motion. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), K. Kelly (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes), D. Smith (yes). All members in attendance approved the motion. Trustee Robert Barr was not in attendance. The motion passed.

Motion Resolved, that the Winston-Salem State University Board of Trustees approve the Resolution of the Chair to Extend the GATE Committee.

Trustee Moore motioned to approve the Resolution for Officer Elections. Trustee R. Clark seconded the motion. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), K. Kelly (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes), D. Smith (yes). All members in attendance approved the motion. Trustee Robert Barr was not in attendance. The motion passed.

Motion Resolved, that the Winston-Salem State University Board of Trustees approve the Resolution for Officer Elections.

Mr. Cornelius Graves presented three items to the board for informational purposes only. Chancellor Robinson approved these resolutions. Chancellor Robinson has the authority to approve these policies in place of the Board of Trustees.

- A. Protection Minors on Campus
- B. Sexual Misconduct and Gender Based Harassment
- C. Updated Student Code of Conduct

Chancellor's Report:

Chancellor Robinson began his report by thanking everyone that has been working so diligently during the past seven months, especially the Executive Staff members.

He then reported on the following rankings that the university has been given:

- A. Nursing Process.Org –Best Nursing School in the Nation,
- B. Money Magazine – Third Ranked HBCU in the Nation for Value,
- C. Best Colleges in America – Best HBCU, and
- D. College Magazine – One of the Top Ten HBCUs Changing the World.

Chancellor Robinson also touch on items that are big accomplishments for WSSU and areas in which the university is working on for the next Strategic Plan.

- A. WSSU has a Research Portfolio that is surpassing \$51MM.
- B. The faculty and staff had a goal this fiscal year to raise \$11MM and they have currently raised almost \$28MM in new grants.
- C. The Million Dollar Match fundraiser has been extended to April 30, 2020 – so far \$1.5 MM dollars has been raised that will be matched by donors.
- D. Mr. Peter Hans is the new UNC System President.
- E. Mr. C. Phillip Byers has be appointed as WSSU's BOG liaison once again.
- F. The university is in its 5th year of the current Strategic Plan and will close out at the end of this fiscal year – 6.30.2020. The 2020-2021 Strategic Plan will be ready by the beginning of the next fiscal year of 2021.
- G. The brand vision for the new strategic plan will be “Unleashing the Genius in Our Students”.
- H. Chancellor Robinson would like to create “Signature Partners” for our students like Nationwide Insurance. These partners would offer scholarships, internships and jobs to our students and possibly develop a brand for themselves on campus. The goal is to have 10-15 of these partnerships.
- I. Project Phoenix – A project that Chancellor Robinson developed – it is a partnership with Winston-Salem State University and a consulting group (Censor Group) to re-imagine the future of Higher Education. The group worked this summer on the following; Racial and Social Justice; Equity and Innovation; Work Force Development; and On-line and Remote Learning. More information will be coming later.

Chancellor Robinson then turned the floor over to Mr. Jason Stogner, Director of WSSU's Emergency Mgmt. Department.

Mr. Stogner stated that today marks the 233 days since the first campus notification regarding COVID-19. Mr. Stogner updated the board on the following:

- A. Monitoring and tracking cases daily in partnership with Student Health and the Forsyth County Department of Public Health
- B. Daily submission to the UNC System office of the tracking survey that highlights the university's cases
- C. Weekly Town Hall meetings on COVID for students, faculty and staff.
- D. Stated that the university has completed all of the Clery reporting requirements.
- E. Coordinated in partnership with the Thurgood Marshall College Fund to get more Rapid Testing kits, then spoke with the White House COVID Task Force – more COVID Rapid Testing Kits will be arriving in the coming weeks
- F. Partnership with the Forsyth County Department of Public Health to host a community drive-thru testing site at the Anderson Center on September 22 and September 26, 2020.
- G. Announced that there will be flu vaccinations done on campus at the Anderson Center on September 24, 2020 for all faculty, staff and students.
- H. His department is collaborating with the Forsyth County Office of Emergency Management for the preparation and planning of mass COVID vaccinations and distributions.

This was the end of Mr. Stogner's report.

Mrs. Etienne Thomas, Director of Athletics gave her report.

- A. Changes within the department include:
 - 1. George Knox –new opportunity – Director of Athletics at Shaw University
 - 2. James Bullock – new opportunity at San Jose' State University
 - 3. She is temporally serving as the compliance director
 - 4. Football Coaching Staff members – Massey, Bohannon, and Kershaw have banned together to help the football student athletes- with the help of Finance & Administration and Human Resources, they have been able to help bring back two of those coaches to continue supporting the students
 - 5. The cheerleaders and tennis teams have also been without their coaches, now those coaches are back
 - 6. Leadership change was made in Strength & Conditioning couple of months ago - Coach Antonio Wells assistant track and field coach was certified and is temporarily heading up the Division Strength and Conditioning
 - 7. Resocialization Plan – Physicals were started last week – starting with winter sports -there have not been any teams that are actively engaged in countable athletic related activity – this will change starting next week with strength and conditioning activities
 - 8. Athletics is currently planning for a winter season – waiting on guidance from Division II
 - 9. Working on a spring football season – limited to five competitions
 - 10. Fall Championships for NCAA will not be re-instated for the Spring

11. Seniors will still be celebration on Senior Day
12. There were 56 new student athletes added to WSSU
13. The CIAA will continue to move forward
14. The Horn's members have continued to assist the student athletes with their needs
15. Mentioned meeting with Dr. Afoloyan and some Hall of Famers who want to help the athletic department.

This was the end of the Athletic Director, Mrs. Thomas' report.

Dr. Graham, Provost and Vice Chancellor of Academic Affairs then gave his report.

Dr. Graham began his report by giving an update on the Credit Option Grading System. This option was offered to students when the university was forced to use on-line learning due to the COVID pandemic. This was only a one time grading option.

1. If a student earned a grade of A through C-, they were able to convert their grade to a PCR (Pass for Credit) grade
2. If a student earned a grade of D or D+. they were able to convert their grade to a DCR (
3. If a student earned a grade of F, they were able to convert their grade to a NCR (No Credit) grade
4. 620 undergraduate students took advantage of this option with 1191 grades being converted to PCR, DCR, or NCR.

Dr. Graham continued to give the following report:

1. This summer, 150 faculty members participated in an on-line teaching institute that was presented by WSSU's CITI staff lead by Dr. Wanda White.
2. 217 on-line classes were designed and developed by 183 faculty members during a 10-week period.
3. Progress on UNC Systems Higher Expectations Strategic Plan Metrics for the 2018-2019 academic calendar year while working towards the 2019-2020 academic calendar year.
 - a. Five areas to Prioritize- Low Income Completions; Rural Completions; 5 Year Graduation Rates; Achievement Gaps in Undergraduate Degree Efficiency;; and Critical Workforces,
 - b. Three areas to Improve – Low Income Enrollments; Rural Enrollments; and Research Productivity, and
 - c. One area to Sustain – Undergraduate Degree Efficiency.
 - d. SACS Accreditation Visit will be held virtually February 1-4, 2021
 - e. 2021 Strategic Plan- to be ready by July 1, 2021. It has not been determined if the plan will be a 3-year or 5-year plan.

This concluded Dr. Graham's report. A complete copy of the report can be found with the September board meeting materials.

Report of the Board Chair:

1. Chairman Farmer started by thanking the faculty and staff for all that they have been doing during these trying times, on behalf of the Board of Trustees.
2. He then gave highlights from the Board of Governors meeting.
 - a. System is currently dealing with the COVID pandemic
 - b. HMSI –Historically Minority Serving Institutions Committee - Dr. Afoloyan was able to present the University Advancement Department’s new Razors Edge Donation System that has simplified the donation tracking system. The BOG paid for this.
 - c. New procedures that the BOG is putting in place when hiring new Chancellors in the UNC System –would allow the UNC System President to add a name to the search, which would allow for promotions within the system.
3. Reminder – Risk Management has a survey that all BOT members need to complete by 9-25-2020.
4. Chairman Farmer also stated that Dr. Afoloyan would like assistance with leads for donations- She would like the help of the board members to give her new contacts that work in Corporate America and others.
5. Chairman Farmer then asked Mr. Quentin Gunter, current Staff Senate Chair, to speak regarding the staff senate. Mr. Gunter presented his report to the board.

Report of the Committees:

1. Trustee Robert Clark gave the report of the Audit, Risk and Compliance Committee,
2. Trustee Kathleen Kelly gave the report of the G.A.T.E. Committee, and
3. Trustee Drewry Nostitz gave the report of the University Advancement Committee.

Approval of Committee Reports:

Trustee R. Clark motioned to accept the committee reports as given. Trustee Harris seconded the motion. The motion passed. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), K. Kelly (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes), D. Smith (yes). All members approved the motion. Motion passed.

Motion resolved that the Winston-Salem State University Board of Trustees accept the committee reports as given.

Motion to Go Into Closed Session:

Trustee Bigelow motioned and Trustee Moore seconded the motion to go into closed session. The motion passed. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), K. Kelly (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes), D. Smith (yes). All members approved the motion. Motion passed.

Motion resolved that the Winston-Salem State University Board of Trustees approved the motion to go into closed session.

**The meeting moved into Closed Session.
The complete minutes of the Executive session
are recorded separately.**

Resume Board Meeting in Open Session

Trustee R. Clark motioned and Trustee Moore seconded the motion to return to open session. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), K. Kelly (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes), D. Smith (yes). All members present approved the motion. Motion passed.

The meeting resumed in Open Session

Report of the Board Chair regarding Closed Session:

Chairman Farmer reported that while in Closed Session, the board discussed and took action regarding information technology items and confidential personnel matters.

Adoption of Actions Taken in Closed Session:

Trustee Nostitz motioned and Trustee Moore seconded the motion to adopt the actions taken in closed session. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), K. Kelly (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes), D. Smith (yes). All members present approved the motion. Motion passed.

Report of the Nominating Committee

Trustee Nostitz submitted a slate of officers for the 2021-2021 fiscal year.

1. Board Chair – Trustee Kelvin Farmer
2. Vice Chair – Trustee Kathleen Kelly
3. Secretary – Trustee Coretta Bigelow
4. Assistant Secretary – Mrs. Camille Kluttz-Leach

Trustee Nostitz motioned and Trustee Moore seconded the motion to adopt the actions taken in closed session. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), K. Kelly (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes), D. Smith (refrained). Trustee Smith and Trustee Kelly both had to leave the call and take another call. Motion passed.

Chairman Farmer asked that the board consider an amendment to the officer nominations to add Mr. Cornelius Graves to the position of Assistant Secretary.

Trustee Bailey motioned and Trustee Harris seconded the motion that Attorney Graves replace Attorney Kluttz-Leach as Assistant Secretary for the BOT. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes). Motion passed.

Chairman Farmer announced that the new slate of officers for the 2021-2021 fiscal year are:

5. Board Chair – Trustee Kelvin Farmer,
6. Vice Chair – Trustee Kathleen Kelly,
7. Secretary – Trustee Coretta Bigelow, and
8. Assistant Secretary – Attorney Cornelius Graves.

Former Business:

There was no former business to discuss.

New Business:

There was no new business to discuss and there were no announcements.

Adjournment

With no further business, Chairman Farmer asked for a motion to adjourn the meeting.

Trustee R. Clark motioned and Trustee Harris seconded the motion to adjourn the meeting. A roll call vote was taken; K. Farmer (yes), L. Bailey (yes), C. Bigelow (yes), J. Clark (yes), R. Clark (yes), M. Cullinan (yes), W. Harris (yes), B. Moore (yes), D. Nostitz (yes), R. Sides (yes). Motion passed. The meeting adjourned at 11:37 a.m.

Respectfully submitted by,
Karen Cession

**Winston-Salem State University Board of Trustees
Executive Committee and GATE Committee Meeting
Thursday, November 12, 2020
1:00 p.m. via Zoom
Draft Minutes Pending Board Approval**

CALL TO ORDER

Chairman Farmer called the meeting to order at 12:01 p.m. and welcomed the committee members to the Executive Committee and GATE Committee joint meeting.

CONFLICT OF INTEREST STATEMENT

Chairman Farmer read 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 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.

There were no conflicts noted.

VIRTUAL MEETINGS STATEMENT

As chair of the Board of Trustees, I want to remind everyone that we will be conducting today's meeting pursuant to the new amendments to the Open Meetings Act that apply during states of emergency. The amendments were signed into law on May 4, 2020, and allow public bodies to meet via electronic means. The new law does require, however, that we take all votes via roll call, which we will do today.

Additionally, pursuant to the amendments to the law, all chats, instant messages, texts, or other written communications between members of the board regarding the transaction of the public business during the remote meeting are deemed a public record.

Finally, I will ask all committee members, Board members, and participating staff to please identify yourself before participating in deliberations -- including making motions, proposing amendments, and raising points of order.

ROLL CALL

Mr. Graves conducted roll call.

Members Present: Mr. Robert Barr, Mrs. Coretta Bigelow, Mr. Robert Clark, Mr. Kelvin Farmer, Dr. William Harris, and Dr. Ricky Sides. Members absent, Ms. Kathleen Kelly and Mrs. Drewry Nostitiz. The committee had a quorum.

Staff members in attendance: Dr. Ivey Brown, Mrs. Karen Cession, Mr. Cornelius Graves, Mrs. Letitia Wall.

ADOPTION OF AGENDA

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

Motion resolved that the Winston-Salem State University Board of Trustees Executive Committee and GATE Committee adopt the current agenda as distributed.

NEW BUSINESS

Bylaws

Chairman Farmer informed the committee members that they were being brought together to discuss the current bylaws and revisions that need to be made. He stated that the board's bylaws had not had any updates or changes since 2016.

Chairman Farmer then introduced Dr. Ivey Brown, Chief Legal Counsel for the university, to bring forth the changes needed. Dr. Brown discussed each recommended change along with explanation as to why each change is needed. Many of the changes would bring the Board of Trustees in alignment with the University System's Code for all constituent institution boards.

The current changes needed to the bylaws given are as follows:

1. Purpose of the Board of Trustees should be stated in the bylaws,
2. Appointments and Terms of Office,
3. Delivery of the agendas for meetings,
4. Voting Rights via Electronic means,
5. Officer Elections and Committee Assignments,
6. Adding the G.A.T.E. Committee as a Standing Committee, and
7. Meeting Schedule's Listing

Each committee member received a redlined copy of the bylaws with changes indicated via Passageways before the meeting.

Dr. Brown also recommended that the Board of Trustees consider charters for each committee, and gave his reasoning behind this recommendation.

Dr. Brown opened the floor for discussion.

The committees decided to review the changes, then bring them forth to the full board for review and approval.

ADJOURNMENT

Trustee Clark motioned and Trustee Harris seconded the motion to adjourn the meeting.

Motion Resolved that the joint meeting of the BOT Executive Committee & GATE Committee adjourn.



WINSTON-SALEM STATE UNIVERSITY

Good Academic Standing and Satisfactory Academic Progress Academic Warning, Probation and Suspension for Undergraduates

I. Policy Statement

All undergraduate students in constituent institutions of The University of North Carolina system must earn and maintain a minimum cumulative grade point average (GPA) of 2.0 to be considered in good academic standing (GAS). ~~GAS and making SAP, unless otherwise amended. WSSU students must minimally satisfactorily complete at least 67% of cumulative credit hours attempted. Grades of A, B, C, D, or P are considered satisfactory. All other grades such as F, W, or I are considered unsatisfactory.~~

Good Academic Standing (“GAS”) and Satisfactory Academic Progress (“SAP”) are determined by:
~~term grade point average
cumulative grade point average, and
ratio of attempted to completed semester credit hours.~~

II. Guidelines

Warning, Probation, and Suspension

Academic ~~warning~~ Warning and probation are the conditions that allow students to continue their enrollment at Winston-Salem State University after failing to meet or maintain ~~GAS or make SAP~~ good academic standing as calculated at the end of each ~~term/semester, at the end of each summer session, or, for Competency Based Education programs, at the end of each term.~~ Suspension means that a student cannot enroll in a regular term (Fall/Spring or Spring/Fall) but can take summer school courses.

Academic Warning

Failure to remain in ~~good academic standing (GAS)~~ will automatically place students on **Academic Warning** for the following semester. ~~Students will be notified by the Registrar~~ The Registrar will notify students of their status at the end of the semester once grades are posted by ~~the~~ faculty. Students need not appeal their status as they will be allowed to continue for one semester on Warning. In the Warning semester, students must improve their cumulative GPA ~~and academic progress. If students improve the GPA and completion rate during the Warning semester and still do not meet the overall GPA requirement of 2.0~~ Suppose students improve the GPA during the Warning semester and still do not meet the overall GPA requirement of 2.0. In that case or the cumulative completion requirement of 67%, they can continue for an additional semester in Academic Warning upon the advice of an Academic Success Counselor (ASC). ~~Students who fail to meet the semester 2.0 or the 67% completion rate while in the second semester of Academic Warning will be placed on Academic Probation.~~

Commented [TSTL1]: Not referenced again

Academic Probation

Failure to be in GAS and meet the terms of Academic Warning, automatically place students on **Academic Probation** for the following semester. Students receiving all F grades in their first semester will be placed on probation for their second semester.

Students placed on academic probation and those for whom current suspensions were rescinded are required to meet with their ~~academic advisors~~respective ASCs to:

- Create an Academic Plan for Success contract before the beginning of the next term.
- Determine the necessary mix of courses needed, including any that may need to be repeated.
- Determine which courses, if any, need to be repeated.~~Satisfactorily complete 67% of the courses for which they are registered.~~
- ~~Meet~~Develop a regularly ~~schedule to receive with their academic advisors for one-on-one~~ guidance and support.

A student may stay on Academic Probation for ~~a maximum of two consecutive semesters~~one semester. A student must attend Winston-Salem State University to remove the condition of Academic Probation. Therefore, transfer credit cannot be used to clear a probationary status. Students should refer to the progression policies in their disciplines, especially in the Health Sciences, and ROTC participants should contact the Military Science Program for additional rules that may apply to them.

Academic Suspension

Failure to meet the required GPA ~~or make SAP after two consecutive semesters~~ after one semester of Academic Probation will result in **Academic Suspension** from WSSU for a period of two regular term semesters (Fall/Spring or Spring/Fall). ~~Suspension~~The suspension will also result if a student receives a grade of F in all courses attempted in a semester beyond the first semester at the university.

Students who do not meet the following cumulative GPA benchmarks will be academically suspended for a period of two regular term semesters (Fall/Spring or Spring/Fall) with an option to appeal to the Dean of University College for pre-majors or the Dean of the School/College in which their majors are housed:

- 1.400 after 22 to 56 attempted hours
- 1.600 after 57 to 88 attempted hours
- 1.800 after 89 or more attempted hours

~~Students who have been suspended may appeal through the Suspension Appeal process.~~ A student who has been suspended may take courses during the summer session at WSSU ~~in order~~ to improve the GPA. A student cannot use transfer credit, however, to clear the suspension. After completing the suspension period, a student may reapply for admission.

~~If the student is readmitted and continues with a GPA below that which qualifies for good academic standing, then~~Suppose the student is readmitted after academic suspension and continues with a GPA below that qualifies for good academic standing. In that case, the student is considered to be on Academic Probation. The student must earn at least a 2.3 GPA in the term after reentry to avoid suspension. The student may continue on probation a second term after reentry but must attain a cumulative GPA that qualifies for good academic standing by the end of the second term of probation or will once again be suspended, and again has two semesters to address the GPA.

Students placed on academic suspension for a second time will be suspended for ~~a period of~~ three (3) consecutive academic years. After the three year suspension, the suspended student may apply for readmission and may be eligible to benefit from the Academic Forgiveness Policy.

III. Applicability

This policy applies to undergraduate~~all~~ students at Winston-Salem State University, ~~that receive financial aid.~~

IV. Compliance

Suspension Appeal

Students have the right to appeal grades under the Grade Appeal Policy. Students, who feel that they have extenuating circumstances that have negatively affected their ability to make SAP and who have been suspended, can appeal the academic suspension to the Satisfactory Academic Progress Suspension Appeals Committee

Kelvin Farmer, Chair

Winston Salem State University Board of Trustees

Coretta Bigelow, Secretary

Winston Salem State University Board of Trustees

Responsible Division: Provost & Vice Chancellor for Academic Affairs

Authority: Board of Trustees

History: Adopted: March 20, 2009

Amended: December 6, 2013

Amended: September 19, 2014

Amended: December 11, 2015

Amended: June 9, 2017

Amended: December xx, 2020



Indirect Cost

I. Policy Statement

Winston-Salem State University (WSSU) receives reimbursement of Facilities and Administrative (F&A) costs related to grants and contracts and will allocate these funds in accordance with all applicable federal guidelines, federal and state laws, and policies of The University of North Carolina, as they may be amended from time to time. The Chancellor shall expend F&A funds only to support scholarly development of its faculty, staff and students or to ensure that the campus infrastructure is supported to enhance such scholarly activities.

II. Guidelines

Recovery of Indirect (F&A) Costs

Unless restricted by the sponsor, all grant and contract proposal budgets submitted for external funding shall incorporate the full prevailing negotiated F&A rate or the approved university rate for a class of sponsors (e.g. corporate sponsors, state government, school districts, etc.).

When the sponsor limits or prohibits the full recovery of F&A costs, the Principal Investigator must provide a statement from the sponsor concerning the restriction when submitting the proposal for internal review and approval. This statement may be a copy of the applicable policy from the sponsor's website, request for proposal, grant guidelines, or other documents, or a written statement received directly from the sponsor when no other statement of its policy is available. If the sponsor permits the recovery of F&A costs, but does not specify a rate, the Principal Investigator must contact the Office of Sponsored Programs to determine the applicable rate.

When the Principal Investigator wishes to waive part or all of the full amount of F&A costs that could be recovered, the Principal Investigator must provide a written statement justifying the waiver when submitting the proposal for internal review and approval, and this statement must be signed by the Vice Chancellor of Finance and Administration (or Associate Provost of Research if the Vice Chancellor is not available). Any approved waived amounts should be included in the budget in the in-kind cost sharing column.

Distributions of Indirect (F&A) Costs

F&A costs (sometimes called indirect or overhead receipts) are calculated for such items as facilities maintenance and renewal, libraries, salaries of technical, compliance and administrative personnel, equipment, scholarly development, and facilities support. F&A rates are set by negotiations between the federal government and each university. Lower rates are often established statutorily or by policy by certain programs and sponsors.

Under 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards Uniform Guidance, indirect costs generally reimburse for costs of the grants and contracts operations of the institution and other overhead expenses of the university in a manner consistent with the formulae under which the funds were recovered. The university will institute controls pertaining to the compliance requirements for sponsored project expenditures under 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

The distribution of a certain percentage of F&A costs may be recovered from external grants to those units and investigators, college/schools, departments, and faculty members. Funds will be distributed to each principal investigator (PI), the PI's home department, the PI's home college/ school/division, the Office of Sponsored Programs, and WSSU administration (Finance & Administration and the Office of the Provost). Indirect cost funds that are earmarked to support the research infrastructure will be allocated to separate accounts based on the indirect cost revenue recovered in the previous fiscal year from sponsored program accounts. Funds will be distributed by October 1, annually.

Winston-Salem State University has elected to invest a portion of its recovered F&A costs in the support and stimulation of research and scholarly activities. The total amount for distribution of these funds shall be determined on an annual basis at the discretion of Associate Provost of Research. Consequently, at the beginning of each fiscal year the Office of Contracts and Grants will transfer the approved amount of recovered F&A funds from the prior fiscal year from the general fund to designated accounts. The distribution formula for F&A funds is outlined in the table below. The funds available for distribution each year may change, since the amounts generated change and any distribution is always at the discretion of Associate Provost of Research, but the distribution formula will remain as outlined in the table until additional changes are approved by the Board of Trustees.

The cost for operating the project should be charged directly to the grant as direct costs. These direct cost charges may include a percentage of the PI's salary as well as support for postdoctoral associates, consultants, graduate and/or undergraduate assistants, equipment needed for the research, travel, subject payment fees, and other charges directly relating to conducting the project. Under no conditions should a PI receive any monetary compensation for salary or contractual services from indirect cost dollars that are placed in the PI's indirect cost account.

Five categories of accounts are listed in the distribution table below. Administrative support for Finance and Administration (20%), the Provost (10%), and Office of Sponsored Programs (35%) are included to support infrastructure needs relating to sponsored research activities. Funds allocated to Finance and Administration may include payment for leased space, administrative costs for maintaining facilities, providing security, and other services. Funds allocated to the Provost may be used to support administrative costs for scholarly activities, in-kind costs for grant recipients, award recognition, travel, equipment, etc. Funds allocated to the Office of Sponsored Programs (OSP) may be used to support the mission of OSP to provide technical assistance to faculty and staff in obtaining external funds to engage in scholarly activities which may include but is not limited to grant writing workshop travel, federal agency program officer meetings, internally reviewed applications for pilot study funding, patent application fees, patent application maintenance fees, research/technology transfer fees, professional development costs for OSP personnel, and annual award recognition.

Indirect Cost Distribution Formula

Area	% Allocation
Administration <ul style="list-style-type: none"> • Vice Chancellor for Finance and Administration (20%) • Provost (10%) • Office of Sponsored Programs (35%) 	65%
Academic Units <ul style="list-style-type: none"> • Administrators [Deans] (10%) • Chairs/Directors/Supervisors (10%) • Principal Investigators (10%) 	35%
Institutional Reserves	5%
Totals	100%

Eligible principal investigators (PIs) will receive 10% of overhead receipts. In order to establish a research incentive account (RIA), the amount of receipts to be posted must be at least \$500. In the event that a PI has several sponsored research activities, the total amount of overhead receipts generated from all accounts will be considered and the total amount of receipts to be posted to the PI's research incentive account must be at least \$500. To reduce administrative costs, returns of less than \$500 will be allocated to the PIs departmental unit.

If faculty members from more than one department are involved in a project, the lead PI and the department of the lead PI will have accounts established. Faculty members are encouraged to determine how indirect costs will be used to support the project prior to submission of the proposal.

In the event that a new PI is assigned to a sponsored program during a fiscal year, the receipts from that year will be assigned to the new PI. Each individual is responsible for completing paperwork to establish a new fund account, as well as managing his or her account in collaboration with the accounting office. In the event that a PI overspends grant funds, the difference needed to balance the account will be taken from the PI's research incentive account and, if needed, the supervisor's account through the level of the dean/director. The funds in the account may be used, for example, to support the following: travel, equipment, supplies, student research training, administrative costs not covered by the award, temporary staff, etc.

The immediate supervisor of the PI (e.g., the PI's department chair or center director) will receive 10% of overhead receipts. These funds may be used, for example, to support travel, equipment, supplies, student support to conduct research, administrative costs not covered by the award, recognition awards and meetings, professional development for faculty, non-sponsored research support, etc.

The supervisor of the PI's immediate supervisor (e.g., deans or heads of administrative units) will receive 10% of overhead receipts. These funds may be used to support travel, equipment, supplies, student support to conduct research, administrative costs not covered by the award, recognition awards and meetings, professional development for faculty, etc. If the PI has only one supervisor, and that supervisor is a dean or unit head, then the dean or unit head may be eligible to receive 10%, (i.e., the chair's and dean's share added together).

Reserves (5%) will be kept on hand and monitored by Finance & Administration to cover overspending of budgets.

III. Roles & Responsibilities

Distribution of Receipts

The Office of Sponsored Programs along with the Office of Grants and Contracts will be responsible for determining the total amount of funds associated with sponsored research that can be recovered from indirect costs from the previous fiscal year. The Office of Contracts and Grants will determine the amount of overhead receipts to be distributed per the percentages in the included table and the eligibility of the recipients at the end of each fiscal year. By October 1 of each year, account recipients will be notified that they are eligible to establish accounts and will be required to:

1. submit the request for a New Banner Fund Form; and
2. a Budget Create Form.

Recipients who already have an established incentive account should prepare a Budget Transfer Form using their existing account number, to add the additional approved allocation in categories allowable for expenditures. Overhead funds that remain at the end of a fiscal year in individual accounts will be carried forward. These funds are to be managed by the account holder and the supervisor of the account holder.

IV. Applicability

This policy applies to the ~~Board of Trustees~~ faculty, staff, and students engaged in scholarly activity.

Responsible Division: Provost & Vice Chancellor for Academic Affairs

Authority: Board of Trustees

History: Adopted September 16, 2005

Amended June 10, 2016

Amended December xx, 2020

Tuition and Fees Proposals

FY 2021 - 2022

BOT Presentation

December 3, 2020



WSSU

WINSTON-SALEM STATE UNIVERSITY

*Subject to Approval by the WSSU Board of Trustees & BOG

FY 2021-22 TUITION & FEES PROPOSAL

- AGENDA
- PROCESS OVERVIEW
- TUITION
- STUDENT HEALTH FEE
- TRANSPORTATION
- QUESTIONS/FEEDBACK
- NEXT STEPS...

TUITION & FEES COMMITTEE

Co-Chairs

- Dr. Anthony Graham, Provost & Vice Chancellor, Academic Affairs
- Dr. Mel Norwood, Associate Provost & Vice Chancellor, Student Engagement
- Je'dan Clark, **President. Student Government Association**

Student Representatives

- Jasmine Blair
- Tiaceyona Henry

Staff Representatives

- Letitia Wall, Interim Special Assistant to the Chancellor
- Constance Mallette, Vice Chancellor Finance & Administration
- Dr. Carolyn Berry, Sr. Associate Provost
- Dr. Frank Ingram, Associate Provost

Faculty Representative

- Dr. Mesia Steed, Faculty Senate Chairperson

Staff Senate Representative

- Quentin Gunter, Staff Senat President

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

FY2021-22 Tuition & Fees Guidance

1

No increases for In-State undergraduate or graduate student tuition

2

Increases are allowed for Out-of-State students with rates driven by the market

3

Non-resident graduate and professional school tuition increases will be considered for programs approved by the Board of Governors

4

Increases are allowed on mandatory fees (3% cap, \$73.00 for WSSU) BOG will consider Health Services Fee only (other mandatory fees require an offset/decrease) Special fee increases are not allowed

GENERAL FEES RATE CHANGES

Fee	2016-2017	\$ Change	%	2017-2018	2018-2019	\$ Change	% Change	2019-2020	2020-21 Change	2020-2021
Athletics	\$694.00	\$51.00	7.3%	\$745.00	\$745.00	\$35.00	4.7%	\$780.00	\$0.00	\$780.00
Health Services	247.00	\$20.00	8.1%	267.00	267.00	\$0.00	-	267.00	0.00	267.00
Student Activities	530.70	\$0.00	-	530.70	530.70	\$15.00	2.8%	545.70	0.00	545.70
Educational & Technology	416.46	\$0.00	-	416.46	416.46	\$0.00	-	416.46	0.00	416.46
Debt Service	460.00	\$0.00	-	460.00	423.00	\$0.00	-	423.00	0.00	423.00
Campus Security Fee	30.00	\$0.00	-	30.00	30.00	\$0.00	-	30.00	0.00	30.00
Total	\$2,378.16	\$71.00	2.99%	\$2,449.16	\$2,412.16	\$50.00	2.1%	\$2,462.16	\$0.00	\$2,462.16

TUITION RATE CHANGES

Category	FY 2017-18 Tuition	% Increase	FY 2018-19 Tuition	% Increase	FY 2019-20 Tuition	% Increase	FY 2020-21 Tuition
Undergrad-Resident	\$3,401	0%	\$3,401	0%	\$3,401	0%	\$3,401
Graduate-Resident	\$3,872	0%	\$3,872	0%	\$3,872	0%	\$3,872
Undergrad-Non-Resident	\$13,648	0%	\$13,648	0%	\$13,648	0%	\$13,648
Graduate-Non-Resident	\$13,987	0%	\$13,987	0%	\$13,987	0%	\$13,987

TUITION PROPOSAL FY2021 - 2022

WINSTON-SALEM STATE UNIVERSITY

Tuition Rate Changes/FY21-22 Proposal

Category	FY 2017-2018 Tuition	FY 18-19 % Increase	FY 2018-2019 Tuition	FY 19-20 % Increase	FY 2019-2020 Tuition	FY 20-21 % Increase	FY 2020-21 Tuition	FY 2021-2022 Proposed \$ Change	% Change	FY 2021-22 Proposed Tuition
Undergraduate-Resident	\$3,401	0%	\$3,401	0%	\$3,401	0%	\$3,401	\$0.00	0.00%	\$3,401.00
Graduate-Resident	\$3,872	0%	\$3,872	0%	\$3,872	0%	\$3,872	\$0.00	0.00%	\$3,872.00
Undergraduate Non-Resident	\$13,648	0%	\$13,648	0%	\$13,648	0%	\$13,648	\$409.44	3.00%	\$14,057.44
Graduate Non-Resident	\$13,987	0%	\$13,987	0%	\$13,987	0%	\$13,987	\$419.61	3.00%	\$14,406.61

Important Note: This proposed increase will impact incoming fall 2021 students under the Fixed Tuition Cohort program, which will place their tuition rates fixed for four years.

Category	Projected Revenue Increase
Undergraduate-Resident	\$0.00
Graduate-Resident	\$0.00
Undergraduate-Non-Resident	\$154,768.00
Graduate-Non-Resident	\$5,455.00
Total	\$160,223.25

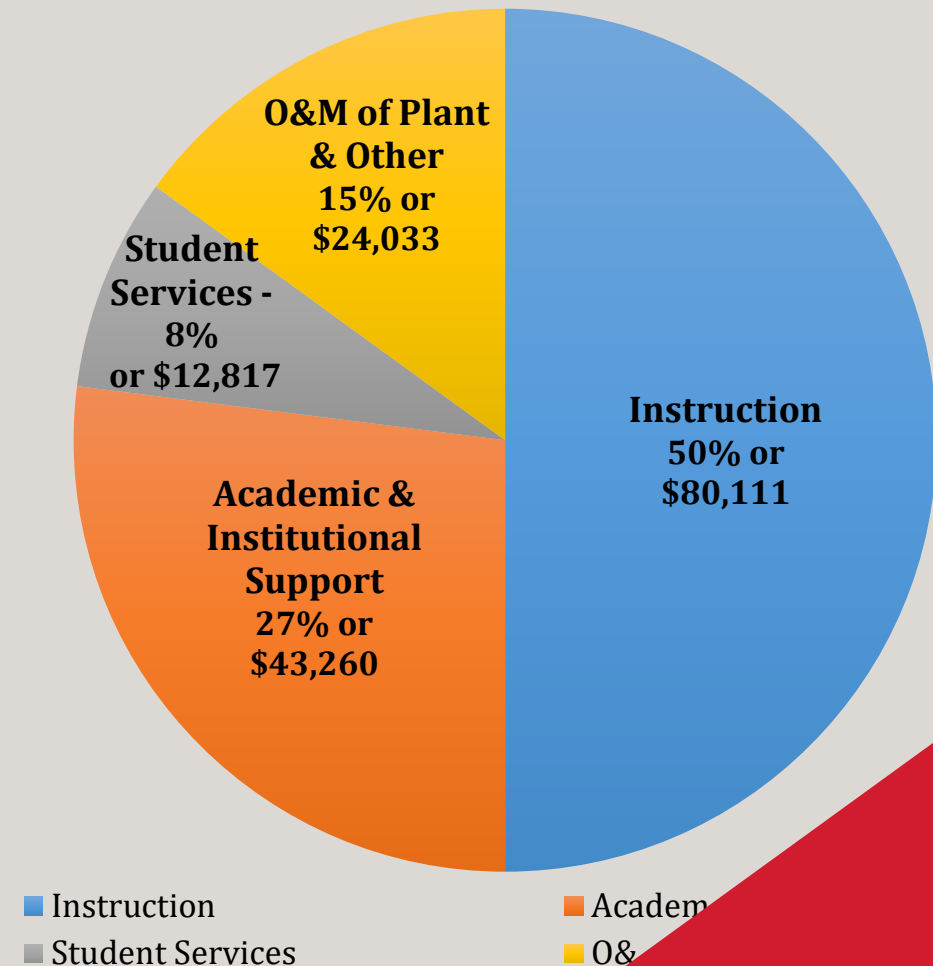
Proposed Use of Tuition

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 (\$160,223)

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



STUDENT HEALTH SERVICES

Fee Proposal

FY 2021 - 2022



WINSTON-SALEM STATE UNIVERSITY

WSSU

Health Services Fee Proposal

Background

- A major health concern is the increase in student encounters/visits in the Wellness Center for both mental and physical health issues. Impaired health impacts the academic performance, persistence and retention of our students.
- There is a need to provide more educational, economic, social, and health support to young adults—particularly those whose background and characteristics put them at risk of experiencing health disparities (Committee on Improving the Health, Safety, and Well-Being of Young Adults, 2015).
- COVID-19 CARES Act Funds Expiring – supports temporary medical providers, nursing support, PPE, testing collection and processing, weekend coverage. Budget increase will support continued COVID-19 requirements.
- The Counseling Center continues to provide telehealth virtual appointments and a variety of virtual group and workshop options. The Counseling Center also provides a 24-hour/7-days per week line for any students who are in crisis or know someone experiencing one.

UNC SYSTEM | Health Service Fees

Institution	FY 2021
ASU	\$325
ECU	\$263
ECSU	\$265
FSU	\$247
NC A&T	\$338
NCCU	\$313
NCSU	\$407
UNCC	\$247
UNCA	\$368
UNC-CH	\$400
UNCG	\$310
UNCP	\$205
UNCSA	\$882
UNCW	\$219
WCU	\$314
WSSU	\$267

WINSTON-SALEM STATE UNIVERSITY

STUDENT HEALTH FEE: RATE CHANGES

Fee	2016-2017	\$ Change	% Change	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022 Proposed \$Change	% Change	2021-2022 Proposed Rate
Student Health	\$247.00	\$20.00	8.1%	\$267.00	\$267.00	\$267.00	\$267.00	\$73.00	27.3%	\$340.00

Fiscal Year	Projected Revenue
2020-21	\$1,127,274
2021-22 with increase	\$1,435,480
Revenue Increase ($\$73.00 \times 4,222 \text{ FTE's}$)	\$308,206

PROPOSED USES

Certified Health Education Specialist- \$83,924

- Address campus community health issues
- Educational Outreach and Programming
- Lead the peer health educators, *Pulse*
- Support Everfi optimization

Licensed Practical Nurse (LPN) - \$83,924

- Directly involved in providing basic patient care
- Triage patients for visits
- Administer Vaccines and Medications
- Collection of samples and process test results

Counselor-In-Residence- \$47,712

- Support academic and personal growth through consultation and mental-health support services
- Deliver counseling
- Psychoeducation
- Outreach awareness inside the comfort of students' own residence halls

Everfi Online Assessment - \$90,000

- Provide online education and support

Counseling Educational\Training Resources - \$2,646

- The eCHECKUP TO GO Practitioner Package is designed to provide a comprehensive suite of interventions for those working one on one with students.

TRANSPORTATION FEE PROPOSAL

FY2021-2022



WINSTON-SALEM STATE UNIVERSITY



WSSU

TRANSPORTATION FEE PROPOSAL

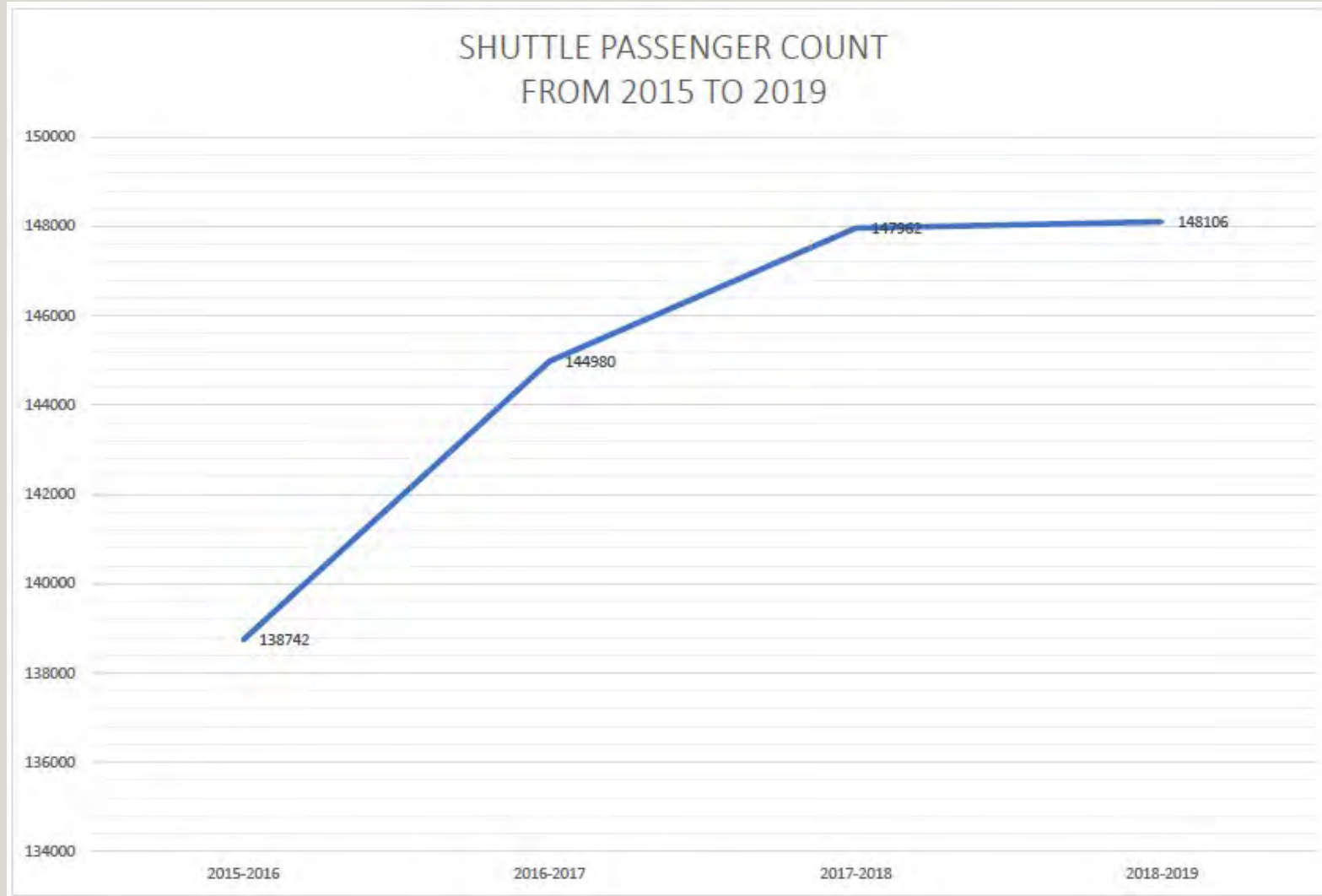
The transportation fee provides maintenance and operations support of campus shuttle services. Services include trips for students to various locations such as Walmart, off-campus housing for students without transportation, and off-campus locations to attend classes. Fee increase will support increased shuttle routes.

- Current Fee - \$27.50 per semester
- Requesting \$13.75 or 50% increase
- New Rate- \$41.25 per semester
- Projected revenue per semester - \$58,053.00 (*4222 FTE's x \$13.75*)
- Last rate increase was in FY2013 at \$7.50 per semester

UNC SYSTEM TRANSPORTATION FEES

1. Appalachian State University	\$72.00
2. East Carolina University	n/a
3. Elizabeth City State University	n/a
4. Fayetteville State University	n/a
5. North Carolina A&T State University	\$40.50
6. North Carolina Central University	\$43.00
7. North Carolina State University	\$96.50
8. UNC Asheville	\$38.50
9. UNC-Chapel Hill	\$199.38
10. UNC Charlotte	\$62.50
11. UNC Greensboro	\$100.00
12. UNC Pembroke	n/a
13. UNC Wilmington	\$45.00
14. UNC School of the Arts	\$60.60
15. Western Carolina University	n/a
16. Winston-Salem State University	\$27.50

TRANSPORTATION FEE PROPOSED USES



WINSTON-SALEM STATE UNIVERSITY

2021-22 TUITION AND FEE RECAP

FY21-22 Proposal Recap

Category	2016-2017	\$ Change	% Change	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022 Proposed \$Change	% Change	2021-2022 Proposed Rate
Undergraduate Non-Resident Tuition	\$13,446	\$202	1.50%	\$13,648	\$13,648	\$13,648	\$13,648	\$409.44	3.0%	\$14,057.44
Graduate Non-Resident Tuition	\$13,713	\$274	2.0%	\$13,987	\$13,987	\$13,987	\$13,987	\$419.61	3.0%	\$14,406.61
Student Health	\$247.00	\$20.00	8.1%	\$267.00	\$267.00	\$267.00	\$267.00	\$73.00	27.3%	\$340.00
Transportation	\$55.00	\$0.00	0.0%	\$55.00	\$55.00	\$55.00	\$55.00	\$27.50	50.0%	\$82.50

Questions

Thank You

REFERENCE MATERIALS

**The University of North Carolina
Tuition and Fees Applicable to All Regular Full-Time
Undergraduate Resident Students by Carnegie Classification
Proposals for 2020-21**

	2019-20 Approved Rates				Recommended 2020-21 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	1,546.61	\$185.85	8,751.46	0.00	0.00	0.00	0.00	8,751.46	0.0%
ECU	4,452.00	2,172.00	\$445.00	7,069.00	0.00	0.00	0.00	0.00	7,069.00	0.0%
N.C. A&T	3,540.00	2,422.81	\$588.00	6,550.81	0.00	0.00	0.00	0.00	6,550.81	0.0%
UNCC	3,812.00	2,374.00	\$720.00	6,906.00	0.00	0.00	0.00	0.00	6,906.00	0.0%
UNCG	4,422.00	2,159.00	\$707.00	7,288.00	0.00	0.00	0.00	0.00	7,288.00	0.0%
UNCW	4,443.00	2,258.44	\$376.00	7,077.44	0.00	0.00	0.00	0.00	7,077.44	0.0%
ASU	4,242.00	2,374.00	\$634.00	7,250.00	0.00	0.00	0.00	0.00	7,250.00	0.0%
FSU	2,982.00	1,993.00	\$335.00	5,310.00	0.00	0.00	0.00	0.00	5,310.00	0.0%
NCCU	3,728.00	2,120.21	\$570.00	6,418.21	0.00	0.00	0.00	0.00	6,418.21	0.0%
UNCP	1,000.00	2,249.76	\$240.00	3,489.76	0.00	0.00	(34.00)	(34.00)	3,455.76	(1.0%)
WCU	1,000.00	2,313.00	\$523.00	3,836.00	0.00	0.00	0.00	0.00	3,836.00	0.0%
WSSU	3,401.00	2,040.16	\$423.00	5,864.16	0.00	0.00	0.00	0.00	5,864.16	0.0%
UNCA	4,122.00	2,572.50	\$394.00	7,088.50	0.00	0.00	0.00	0.00	7,088.50	0.0%
ECSU	1,000.00	2,259.69	\$0.00	3,259.69	0.00	0.00	0.00	0.00	3,259.69	0.0%
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	2,191.17	419.55	6,497.91	0.00	0.00	(2.13)	(2.13)	6,495.79	0.0%

* 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 2020-21

	2019-20 Approved Rates				Recommended 2020-21 Changes					
	Tuition	Mandatory Fees	Debt Service	Total Tuition & Fees	Tuition	Mandatory Fees	Debt Service	Total Changes	Proposed Tuition & Fees	% Incr.
NC State	\$26,654.00	\$1,788.60	\$572.00	\$29,014.60	\$ 0.00	\$0.00	\$ 0.00	\$ 0.00	\$29,014.60	0.0%
UNC-CH	34,198.00	1,546.61	185.85	35,930.46	0.00	0.00	0.00	0.00	35,930.46	0.0%
ECU	20,729.00	2,172.00	445.00	23,346.00	0.00	0.00	0.00	0.00	23,346.00	0.0%
N.C. A&T	17,050.00	2,422.81	588.00	20,060.81	0.00	0.00	0.00	0.00	20,060.81	0.0%
UNCC	17,246.00	2,374.00	720.00	20,340.00	0.00	0.00	0.00	0.00	20,340.00	0.0%
UNCG	19,581.00	2,159.00	707.00	22,447.00	0.00	0.00	0.00	0.00	22,447.00	0.0%
UNCW	18,508.00	2,258.44	376.00	21,142.44	0.00	0.00	0.00	0.00	21,142.44	0.0%
ASU	19,049.00	2,374.00	634.00	22,057.00	0.00	0.00	0.00	0.00	22,057.00	0.0%
FSU	14,590.00	1,993.00	335.00	16,918.00	0.00	0.00	0.00	0.00	16,918.00	0.0%
NCCU	16,435.00	2,120.21	570.00	19,125.21	0.00	0.00	0.00	0.00	19,125.21	0.0%
UNCP	5,000.00	2,249.76	240.00	7,489.76	0.00	0.00	(34.00)	(34.00)	7,455.76	(0.5%)
WCU	5,000.00	2,313.00	523.00	7,836.00	0.00	0.00	0.00	0.00	7,836.00	0.0%
WSSU	13,648.00	2,040.16	423.00	16,111.16	0.00	0.00	0.00	0.00	16,111.16	0.0%
UNCA	21,470.00	2,572.50	394.00	24,436.50	0.00	0.00	0.00	0.00	24,436.50	0.0%
ECSU	5,000.00	2,259.69	0.00	7,259.69	0.00	0.00	0.00	0.00	7,259.69	0.0%
UNCSA*	23,040.00	2,415.00	0.00	25,455.00	0.00	0.00	0.00	0.00	25,455.00	0.0%
Average	17,324.88	2,191.17	419.55	19,935.60	0.00	0.00	(2.13)	(2.13)	19,933.48	0.0%

* Does not include High School

TUITION & FEES – NATIONAL PEERS

Institution	UG Nonresident Tuition & Fees 2020-2021	Quartile
Rutgers University Camden	31,113	1st
Prairie View A&M University	26,127	1st
William Patterson University of New Jersey	22,204	1st
Francis Marion University	21,544	1st
University of South Carolina Aiken	21,218	2nd
Norfolk State University	20,790	2nd
Albany State University	20,352	2nd
Jackson State University	20,340	2nd
Fort Valley State University	20,250	3rd
Virginia State University	20,156	3rd
University of Maryland Eastern Shore	19,238	3rd
Morgan State University	18,480	3rd
Delaware State University	18,280	4th
SUNY College at Old Westbury	18,096	4th
Winston Salem State University	16,111	4th
Alcorn State University	7,907	4th

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

WINSTON-SALEM STATE UNIVERSITY

Winston-Salem State University
Board of Trustees
Proposed Meeting Dates for 2021
November 30, 2020

Full Board Meeting:	Time:	Location:
Friday- March 19, 2021	9:00 – 11:30 a.m.	TBD
Friday, June 11, 2021	9:00 – 11:30 a.m.	TBD
Friday, September 17, 2021	9:00 – 11:30 a.m.	TBD
Friday, December 10, 2021	9:00 – 11:30 a.m.	TBD



WINSTON-SALEM
STATE UNIVERSITY

Suite 125 Blair Hall ✦ Winston-Salem, NC 27110
Phone: (336) 750-2105 ✦ Fax: (336) 750-2107

Ivey Brown, J.D., Ed.D.
Chief Legal Officer

TO: WSSU Board of Trustees Chair
WSSU Board of Trustees Executive Committee
WSSU Board of Trustees GATE Committee

DATE: October 28, 2020

SUBJECT: Suggested Bylaw Changes

The need for bylaw revisions was discussed at the GATE Committee meeting of August 28, 2020. Minor changes to the current bylaws were made in 2016, but there have been changes in laws, policies, and practices that require substantive updates to the bylaws.

The suggested changes to the bylaws have been made with the following outcomes in mind:

- Ensure the Board is not violating provisions of law, policy, or the bylaws while operating
- Allow the Board and supporting staff to be flexible in fulfilling duties
- Make the GATE Committee a standing committee
- Update the language to address terms of officers
- Eliminate language that has been confusing
- Update the language to reflect remote meetings

To achieve these outcomes, changes were made using a framework to address language clarity, Board flexibility, and legal requirements.

Instead of starting with a blank slate, the exercise was performed based on the current bylaws. A survey of best practices from other universities (private and public with an emphasis on the UNC System) was conducted, and ideas that best addressed the needs of the Board (given the Board's size, operations, and mission) were used for the suggested changes.

To aid the Board in the review of the bylaws, a chart indicating the standards fulfilled by the major changes is attached. Also attached are versions of the bylaws showing all changes as well as a finalized version of the new bylaws. It is advised that the Executive and GATE Committees have a joint meeting soon to discuss the bylaws. If these bylaws are to be approved at the December 11 meeting, each Trustee must have a copy of the proposed bylaws by December 1. Nine (9) Trustees will have to vote to approve the changes at that meeting.

Attachments: Chart of Standards for bylaw review
Redlined version of the bylaws with comments
Draft finalized version of the bylaws

Standards for Major* Bylaw Changes

New Bylaw Sections	<u>Law</u> Reflects basic requirements of controlling law and policy to minimize violations	<u>Clarity</u> Reflects language that is clear and consistent to reduce violations and provide transparency about operations	<u>Flexibility</u> Provides flexibility in operations while reducing the likelihood of law/bylaw violations
Title			
Art. I			
Art. II			
1.a			
1.b			
1.c			
1.d			
1.g			
2.a			
2.b			
2.c			
2.d			
2.e(1)			
2.e(2)			
2.e(3)			
2.h			
2.j			
3.a			
3.d			
3.f			
4.c			
5.h			
5.i			
5.j			
Art. IV			

*Minor changes consisting of grammatical corrections are not captured in this chart.

~~REVISED AND RESTATED~~ BYLAWS OF
THE BOARD OF TRUSTEES
OF
WINSTON-SALEM STATE UNIVERSITY

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ARTICLE I
Name

This ~~organization board~~ shall be known as *"The Board of Trustees of Winston-Salem State University (hereafter "Board")"* ~~Winston-Salem State University is a constituent institution of the multi-campus the University of North Carolina.~~

ARTICLE II
~~Activity of the Institution~~ Purpose

The purpose of the Board is to perform the duties and exercise the powers prescribed by the applicable provisions of Chapter 116 of the North Carolina General Statutes and by The Code of the Board of Governors of The University of North Carolina. ~~Winston-Salem State University is a public university providing baccalaureate, and master's, and doctoral level educational programs.~~

ARTICLE III
~~Board of Trustees~~ Organization, Meetings, and Powers

Section 1. Appointment and Term of Office

a) The Board ~~of Trustees~~ shall consist of thirteen (13) persons chosen as follows:

1. Eight (8) elected by the Board of Governors of the University of ~~North Carolina; North Carolina.~~

2. ~~Four (4)~~ appointed by the ~~Governor~~ General Assembly; and

~~1.3.(3) The P~~resident of the ~~s~~Student ~~e~~Government Association of the ~~institution~~ University, ex officio. [See G.S. §116-31(d)] ~~The president of the student government of the institution shall be administered the oath of office at the first Board meeting immediately following the student's installation as SGA President and shall have full voting rights.~~

~~a)b) The Board of Governors, in electing trustees to serve terms (commencing July 1, 1973) shall designate four persons for four year terms and four for two year terms; and the Governor, in making appointments of trustees to serve commencing July 1, 1973, shall designate two persons for four year terms and two for two year terms. In every odd numbered year after 1973, the Board of Governors shall elect four (4) persons to the Board and the ~~Governor~~ General Assembly shall appoint one (1) person upon the recommendation of the President Pro Tempore of the Senate and one (1) person upon the recommendation of the~~

Commented [I1]: This language about the swearing in of the SGA President has been removed to allow for flexibility. This matter should be addressed through the SGA Constitution or bylaws. Additionally, this provision was repeatedly violated since SGA President is not given the oath of office until after the fall semester begins. This means there is a constant gap in leadership if meetings are held in the summer since the previous SGA President graduates in May, but the next one will not have the oath until August or September.

Commented [I2]: Mandatory change: Governor no longer has the power to appoint to the Board; this power went to the General Assembly.

Speaker of the House of Representatives ~~two persons~~ to the Board; and the term of office of all such elected or appointed trustees (excluding ex-officio trustees) shall be four (4) years, commencing July 1 of such odd numbered year. [See G.S. §116-31(e) and (f)]

~~b)c)~~ Whenever any vacancy shall occur in the membership of the Board among those appointed by ~~the Governor~~ General Assembly, it shall be the duty of the Assistant Secretary of the Board to inform the Governor-General Assembly of the existence of the vacancy, and the Governor shall appoint a person to fill the unexpired term ~~vacancy shall be filled as provided in N.C. Gen. Stat. § 120-122.~~ Whenever any vacancy shall occur among those elected by the Board of Governors, it shall be the duty of the Secretary of the Board to inform the Board of Governors of the existence of the vacancy, and the Board of Governors shall elect a person to fill the unexpired term. Whenever a member shall fail, for any reason other than ill health or service in the interest of the State or nation, to be present for three (3) successive regular meetings of the Board ~~or fails to attend three successive regular committee meetings~~, his or her place as a member shall be deemed vacant. [See G.S. §116-31(j)]

Commented [BJL3]: Mandatory change: Governor no longer has the power to appoint to the Board; this power went to the General Assembly

Commented [IB4]: The stipulation about Committee meetings is not found in the statute

~~e)d)~~ Any person who has served two (2) full ~~four-year terms~~ for four (4) years in succession as a member of the Board shall, for a period of one (1) year, be ineligible for election or appointment to the Board ~~of Trustees of Winston-Salem State University~~. [See G.S. §116-31(g)]

~~e)e)~~ No member of the General Assembly or officer or employee of the State, The University of North Carolina, or any constituent institution, shall be eligible for election or appointment as a trustee. No spouse of a member of the General Assembly, or of an officer or employee of a constituent institution may be a trustee of that constituent institution. Any trustee who is elected or appointed to the General Assembly or who becomes an officer or employee of the State, The University of North Carolina, or any constituent institution or whose spouse is elected or appointed to the General Assembly or becomes an officer or employee shall be deemed thereupon to resign from his or her membership on the Board ~~of Trustees~~. [See G.S. §116-31(h)]

~~e)f)~~ No person may serve simultaneously as a member of the Board ~~of Trustees~~ and as a member of the Board of Governors. Any trustee who is elected to the Board of Governors shall be deemed to have resigned as a trustee effective as of the date that his or her term commences as a member of the Board of Governors. [See G.S. §116-31(i)]

~~e)g)~~ The Board may recommend to the appointing authority that a member be removed for cause. ~~Members of the Board of Trustees shall be subject to removal for cause by the Governor and the Board of Governors.~~

Section 2. Meetings

a) ~~The Board of Trustees shall hold not fewer than four~~ three (3) regular meetings a year and may hold such additional meetings as may be deemed desirable [See G.S. §116-32]. The Board, at these meetings, shall consider recommendations of the Cehancellor and such other matters as may properly come before it, ~~subject to Article III, Section 3(e)~~. Meetings may be held in person, by conference telephone, or by electronic means that allows for real-time voice communication. All meetings of the Board shall be open to the public unless, consistent with the requirements of State law, a meeting is closed to the public by a motion duly made and adopted by the Board in an open meeting.

Commented [I5]: The statute says 3 This does not prevent the Board from having more, but there is flexibility in relying on the statute here

~~a)~~

b) A calendar of regular meeting dates for the Board and Board committees will be established and publicized in accordance with State law. [See G.S. § 143-318.12(a)(1)] After the schedule of regular meetings is established for the coming year, a copy of that schedule, showing the time and place of regular meetings, shall be kept on file with the Secretary of State and posted on the WSSU website. The regular meeting of the Board shall be held four times yearly on the third Friday of the months of March, June, and September, and the second Friday of the Month in December, but the time and place of the meeting may be changed to any other date within the month on fifteen day's written notice from the chairperson. If the date of a regular meeting is changed, the Assistant Secretary shall change the posting and notify the Secretary of State, the Board, and public at least seven (7) calendar days in advance of the new meeting date. [See G.S. § 143-318.12] Whenever the Chairperson deems the ~~-~~business of the Board not to require a regular meeting, the Chairperson may cancel such meeting with five (5) days' written notice provided that no two (2) consecutive regular meetings shall be so canceled. In the event of unforeseen circumstances, the Chairperson may cancel a meeting with 24-hour notice to members.

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c) A special meeting may be called by the Chairperson of the Board. A notice specifying the time and place of a special meeting of the Board shall be mailed or otherwise delivered by the secretary or the assistant secretary to each member of the Board ~~in order that it would reasonably be expected to be received by the member~~ at least forty-eight (48) hours before the meeting. A notice and posting specifying the time and place of a special meeting of the Board shall be provided in accordance with state law. [See GS § 143-318.12(b)(2)] Subject to the provisions of Article III, Section 3e, aAny matter of business relating to the university may be ~~considered at a special meeting of the Board.~~ Additionally, a special meeting of the Board ~~of Trustees~~ may be requested upon the written request of not fewer than six (6) members of the Board directed to the attention of the Assistant Secretary. A special meeting requested by members to be called by the Assistant Secretary shall be held within fourteen (14) days of receipt by the Assistant Secretary of the sixth written request for such special meeting. Any matter of business may be considered at a special meeting of the Board.

Commented [I6]: Stated twice in the same clause

d) Emergency meetings of the Board may be called by the Chairperson when generally unexpected circumstances require immediate consideration by the Board. A notice specifying the time and place of an emergency meeting of the

Board may be given by telephone, ~~telegraph~~electronic means, or other method in sufficient time for a majority of the Board to reasonably be expected to be able to attend the meeting. Only business connected with the emergency may be considered at an emergency meeting ~~[See GS § 143-318.12(b)(3)]in which less than 48-hour notice is given.~~

e) Agenda

1. A copy of the agenda for each regular meeting of the Board, including notice of all expiring terms on or vacancies in membership of Board committees and, insofar as is practicable, copies of all reports and other materials to be presented to the regular meeting as a part of the agenda, shall be mailed or otherwise delivered by the ~~S~~ecretary or ~~A~~ssistant s~~ecretary~~ to each member of the Board at least ~~ten-seven (7)~~ days in advance of the regular meeting. If practicable, a copy of the agenda for each special meeting of the Board, with reports and other materials to be presented, shall be mailed or otherwise delivered to each member of the Board at least ~~five-four (4)~~ days in advance of the special meeting; however, if such delivery is not practicable, the agenda for a special or an emergency meeting may be presented to the Board as the first order of business at the meeting. When matters are to be considered by a committee between the time of the mailing or other delivery of the agenda and the time of any regular or special meeting of
2. The agenda for ~~a regular or special~~ meetings of the Board shall be prepared by the ~~C~~hancellor with the approval of the ~~C~~hairperson. All requests for inclusion of a given item on the agenda of a particular meeting shall be filed, with supporting documents if any, with the ~~a~~ssistant s~~ecretary~~. Any such requests from faculty, students, or staff members must be in writing and must be filed in sufficient time to be included on the agenda of the regular or special meeting in question.
3. Any ~~member of the Board of Trustees~~ may present ~~to the Board, at any regular or special meeting,~~ any item not on the agenda at any regular or special meeting. However, such an item shall not be so considered without unanimous approval of the voting members of the Board present at such meeting.

f) A quorum of the Board is required for conducting business. A quorum shall consist of a majority of the members of the Board currently in office.

g) The ~~C~~hairperson shall preside at all regular and special meetings of the Board. In the absence of the ~~C~~hairperson, the ~~*V~~ice e~~C~~hairperson shall preside and in the absence of both, the ~~S~~ecretary shall preside. In the absence of an elected officer, a presiding officer shall be elected by and from the voting membership of the Board.

h) All members of the Board ~~except ex officio members not designated as having the right to vote~~ may vote on all matters coming before the Board for consideration, but no member may vote by proxy. Any voting member of the Board who attends a meeting by telephone, video conference, or other electronic means that allows for two-way voice interaction may cast the member's vote by that means. No vote concerning any matter under consideration by the Board or by a committee of the Board may be cast— in absentia, by mail, email ~~or fax, or~~ telegraph, ~~or telephone; provided, however, that if a meeting is held by telephone or electronic means, a member attending such a meeting may vote using such means.~~

Commented [IB7]: This provision is violated whenever an in-person meeting is held and trustees are allowed to call in and participate/vote

i) Except as modified by specific rules and regulations of the Board and State law, *Roberts Rules of Order* (latest edition) shall constitute the rules of parliamentary procedures applicable to the meetings of the Board and its committees.

j) The ~~A~~Assistant ~~S~~ecretary shall take minutes of all meetings of the Board; shall file, index, and preserve all minutes, papers, and documents pertaining to the business and proceedings of the Board; and shall be custodian of all records of the Board. The ~~S~~ecretary or ~~e~~Assistant ~~S~~ecretary shall keep the Board of Governors, through the ~~S~~ecretary of the University of North Carolina, fully and promptly informed concerning activities of the Board ~~of Trustees~~, including ~~a copy of the minutes of all meetings~~, notice of any changes in the membership of the Board or in its bylaws or committee structure, and notice of meetings [See The UNC Code 402C].

Section 3. Officers and Committees

a) At the first meeting after June 30 of each year, the Board shall elect from its membership a ~~C~~hairperson, a ~~V~~ice ~~e~~Chairperson and a ~~S~~ecretary [See G.S. § 116-32], each of whom shall serve for a term of ~~two one (1) years~~ and until a successor is elected. If the position of Chair becomes vacant, then the Vice Chair shall become the Interim Chair until the Chair's successor is elected. In all other circumstances, if a vacancy occurs in any of these offices, the Board shall elect a person to serve for the remainder of the unexpired term. ~~If a vacancy occurs in any of these offices, the Board shall elect a person to serve for the remainder of the unexpired term. Each officer may serve no more than two consecutive terms.~~

Commented [BJL8]: Mandatory change: UNC Policy says 1-year terms

b) The Board may also elect an ~~A~~Assistant ~~S~~ecretary of the Board from among the members of the ~~e~~Chancellor's staff. Copies of the minutes, papers and documents of the Board may be certified by the ~~A~~Assistant ~~S~~ecretary with the same force and effect as though such certification were made by the ~~S~~ecretary of the Board.

c) The ~~C~~hairperson shall be ~~e~~Chairperson of the Executive Committee and an ex-officio member of each committee.

~~d) The standing committees of the Board shall be the Executive Committee, the Academic Affairs Committee, the Student Affairs and Enrollment Services Committee, the University Advancement Committee, the Finance and Administration Committee, the Audit Committee, the Personnel and Tenure Committee, and the Grievance Appeal Committee, and the Governance, Advocacy, Trusteeship, and Ethics (GATE) Committee.~~

~~e)d) The duty of each committee shall be to consider and to make recommendations to the Board upon matters referred to it. The respective committees shall report their recommendations for the consideration of the Board, but committee action or approval is not required prior to approval or action by the Board. All matters presented to the Board, except matters of routine business, which come within the sphere of interest or activity of any standing committee of the Board, shall be submitted by the Board to the appropriate standing committee for investigation and report. All matters, of other than routine business, which do not come within the sphere of interest or activity of any standing committee of the Board may be submitted by the Board to a special committee for investigation and report in advance of any action thereon by the Board. The Board may proceed to consider any matter without referring it to a standing or special committee if, by two-thirds vote, immediate consideration by the Board is ordered. The reports and recommendations of standing and special committees shall be submitted to the Board in writing consistent with the instructions of the Board.~~

~~f)e) Special committees may be created by the Board or the Chairperson of the Board to perform specific functions not requiring the continuous existence of a committee. The size, function, and procedures of special committees shall be determined either by majority vote of the Board or by the Chairperson of the Board. The Chairperson and members of a special committee shall be appointed by the Chairperson of the Board from the membership of the Board unless the Board otherwise provides. Special committees shall cease to exist when their functions have been discharged; however, every special committee shall cease to exist one (1) year after the date of its creation, unless continued by affirmative action of the Board or the Chairperson of the Board.~~

~~g)f) The Chairperson shall appoint all committees with the exception of the Nominating Committee; the Nominating Committee shall be elected by the Board.~~

~~h)g) The Board may, at its discretion, authorize any of its committees to act in its stead in any and all matters which the Board may direct, except those powers expressly delegated to the Board of Trustees by the Board of Governors without the power to sub-delegate.~~

~~i) A Nominating Committee shall be appointed each year by the Chairperson of the Board and shall consist of not less than three (3) members of the Board. The Chairperson shall not serve as a member of the Nominating Committee. The Nominating Committee shall be responsible for presenting a slate of nominees to the Board at its last meeting before the beginning of each University fiscal year.~~

Commented [BJL9]: Mandatory change: According to Robert's, the nominating committee should not be appointed by the Chair and should not include the chair. I also moved it to a standing committee

Commented [BJL10]: Moved as a standing committee

~~The slate of nominees shall contain at least one (1) nominee for each of the offices of Chairperson, Vice Chairperson and Secretary.~~

Section 4. Powers and Duties of the Board

a) The Board shall promote the sound development of the ~~institution~~University within the functions prescribed for it, helping it to serve the people of the State in a way that will complement the activities of the other institutions, and aiding it to perform at a high level of excellence in every area of endeavor. The Board shall serve as advisor to the Board of Governors on matters pertaining to its ~~institution~~University and shall also serve as advisor to the ~~Ce~~hancellor concerning the management and development of the ~~institution~~University. [See G.S. 116-33]

b) The Board shall have such other powers and duties, not inconsistent with provisions of *The Code of the Board of Governors of the University of North Carolina* or with applicable provisions of State law, as are specified in said *Code* or as shall be defined and delegated by the Board of Governors. [See Chapter IV and Appendix 1 of *The UNC Code*]~~The Board of Governors' Delegation of Duty and Authority to Boards of Trustees are attached hereto as Appendix 1 and are hereby incorporated by reference and as amended from time to time.~~

~~b)c) The authority of the Board is conferred upon the Board. Trustees bind the Board and the University only by acting together as a Board. No individual Trustee shall commit the Board to any policy, declaration, or action without prior approval of the Board.~~

Commented [I11]: Suggested to provide clarity for Trustees as they seek to act on behalf of the Board

Section 5. Powers and Duties of the Standing Committees

~~The identification and general powers of the standing committees of the Board follow. Such powers may be modified or clarified by committee charters as the Board deems appropriate.~~

~~a) — Executive Committee~~Executive Committee:

~~b) —~~

~~e)a) The Executive Committee, consisting of all officers and Chairs of the Audit, Advancement, Finance and Administration, Student Affairs and Academic Affairs Committees, shall function as a policy advisory committee to the eChancellor on all matters which require action between regularly scheduled meetings of the Board except that the Executive Committee is authorized to act on behalf of the full Board of Trustees between full regular Board meetings on all matters of interest to the Board of Trustees, including approval of appropriate academic and administrative appointments, when immediate action of the Board of Trustees is required and a quorum of the full Board cannot be obtained. Executive Committee actions shall be reported to the full Board at the next regular meeting.~~

~~1. — The Executive Committee shall consist of the Chairperson, the Vice-Chairperson, the Secretary, and the Chairpersons of the Audit, Advancement, Finance and Administration, Student Affairs and Academic Affairs committees.~~

- ~~2. Any action of the Executive Committee taken as prescribed above shall come to the full Board of Trustees for ratification at its next regularly scheduled meeting.~~
- ~~3. Minutes shall be kept of all Executive Committee meetings and shall be mailed to each member of the full Board of Trustees within twenty~~
- ~~4. (20) days of the date of the meeting where action was taken. The minutes of the Executive Committee shall be included in the agenda for the succeeding meeting of the Executive Committee.~~

~~d) **Academic Affairs Committee:** The Academic Affairs Committee provides policy advice and reports to the Board on academic, strategic, and operational matters related to athletics, information technology, and the Division of Academic Affairs.~~

~~b)~~

~~c) **Student Affairs Committee:** The Student Affairs Committee provides policy advice and reports to the Board on matters with respect to student development, campus life, the Student Government Association, and the Division of Student Affairs.~~

~~e) **Advancement Committee:** The Advancement Committee provides policy advice and reports to the Board on matters involving University Advancement initiatives as well as marketing and communications programs.~~

The duties of the Academic Affairs Committee shall include the preparation of the quarterly Academic Affairs report to the Board that includes reviews, discussions, recommendations, and reports to the full Board on strategic and operational issues to include:

programs of instruction, research, service, and economic development;
 recruitment and retention;
 grants and contracts;
 organizational structure;
 accreditation status; and other initiatives within the Division of Academic Affairs.

~~f) **Student Affairs & Enrollment Services Committee**~~

~~**Finance and Administration:** The Finance and Administration Committee provides policy advice and report to the Board on matters involving the Division of Finance Administration, Campus Police, and other administrative matters under the Board's authority not specifically delegated to another committee. The duties of the Student Affairs & Enrollment Services Committee shall include the preparation of the Quarterly Student Affairs & Enrollment Services report to the Board which includes recommended policies with respect to:~~

- Student Affairs:
- ~~1. Student Health Services Center~~
 - ~~2. Counseling Center~~

- ~~3. Housing & Residence Life~~
- ~~4. Judicial Affairs~~

~~Campus Life:~~

- ~~5. Student Activities~~
- ~~6. Student Government~~
- ~~7. Campus Recreation~~
- ~~8. Fitness Center~~
- ~~9. Thompson Student Center~~

~~Administration:~~

- ~~10. Student Development~~
- ~~11. Career Services~~

~~Enrollment Services:~~

- ~~12. Undergraduate Admissions~~
- ~~13. Financial Aid~~
- ~~14. Solutions Center~~

~~Office of Student Affairs~~

- ~~15. Technology Service~~

~~g) **Advancement Committee**~~

~~The duties of the University Advancement Committee shall include the preparation of a Quarterly Advancement Relations report to the Board which includes recommended policies with respect to:~~

- ~~— Development, implementation and management of fundraising activities, including capital campaigns;~~
- ~~1. Development of university marketing and communications programs;~~

~~h) **Finance and Administration**~~

~~The duties of the Finance and Administration Committee shall include the preparation of a Quarterly Finance and Administration report to the Board which includes recommended policies with respect to:~~

- ~~— Parking and traffic regulations;~~
- ~~1. Property and buildings, including:
 - ~~a. Selection of building site, architects, and engineers~~
 - ~~b. Architect and engineers plan approval;~~
 - ~~c. Acceptance of buildings and facilities;~~
 - ~~d. Naming of buildings and facilities;~~
 - ~~e. Real estate purchases; and~~~~

- ~~—The campus master plan;~~
- ~~—Campus security;~~
- ~~—Auxiliary enterprises operations; and~~
- ~~2. Tuition, fees, and deposits.~~

f) Audit Committee: The Audit Committee provides policy advice and reports to the Board on pending litigation, audits, investigations, and matters involving the Offices of Audit, Risk, and Compliance and Legal Affairs.

~~i)–~~

~~The duties of the Audit Committee shall include the preparation of a Quarterly Internal Audit and Compliance report to the Board which includes conclusions drawn and recommendations set forth concerning reviews, investigations and internal audit activities focused on:~~

- ~~—University compliance with internal and external policies, procedures, rules and regulations.~~
- ~~—Risk assessment.~~
- ~~—The reliability and integrity of financial, operational and associated information.~~
- ~~—The effectiveness and efficiency of operations;~~
- ~~—Safeguarding assets.~~
- ~~1. The accomplishment of established goals and objectives by university divisions, units and operations.~~

g) Personnel and Tenure Committee: The duties of the Personnel and Tenure Committee shall include the preparation of a Quarterly Personnel and tenure reports to the Board that includes on matters involving 1) faculty tenure and promotion, 2) the granting of honorary degrees, and 3) the appointment of Senior Administrative and Academic Officers as delegated to the Board under the Institutional Plan of Management Flexibility to Appoint and Fix Compensation.

~~The duties of the Personnel and Tenure Committee shall include the preparation of a Quarterly Personnel and tenure report to the Board that includes:~~

- ~~1. Reviews, discussions, and reports on faculty personnel issues to include permanent tenure and promotion decisions;~~
- ~~2. Recommendations on the granting of honorary degrees;~~

~~3. Issues relating to the appointment of Senior Administrative and Academic Officers that are delegated to the Board of Trustees under the Institutional Plan of Management Flexibility to Appoint and Fix Compensation.~~

~~k) **Grievance Appeal Committee:** The Grievance Appeal Committee is authorized to act on behalf of the full Board to decide cases and appeals over which the Board has jurisdiction as determined by the policies of the UNC Board of Governors or the Board. The Grievance Appeal Committee may also approve guidelines and procedures for the processing of those cases and appeals.~~

~~l) —~~

~~m) The duties of the Grievance Appeal Committee shall include:~~

~~n) —~~

~~o) Hearing appeals from the decisions of the Chancellor filed by faculty, staff and students from the EPA Non-Faculty Committee, The Student Judicial Council, The Faculty Committee on Discharge, Non-Reappointment and Promotion, The Faculty Grievance Committee and such other grievance-hearing committees as may be established in the future.~~

~~— The Grievance Appeal Committee will hearing only those cases over which the Board of Trustees has jurisdiction as determined by Policies of The Board of Governors or Policies established by the Board of Trustees.~~

~~p) —~~

~~— The Grievance Appeal Committee is further charged with approving guidelines and procedures for the processing of each appeal according to the policies granting jurisdiction of the appeals.~~

~~q) —~~

~~r)l) — The Grievance Appeal Committee is authorized to act on behalf of the full Board of Trustees between full regular Board meetings. At the next regularly scheduled meeting of the full Board, a report will be made of the Committee's findings and any recommendations for further action it believes necessary.~~

i) **Governance, Advocacy, Trusteeship, and Ethics (GATE) Committee:** The GATE Committee makes recommendations to promote efficient, effective, and ethical Board operations. The GATE Committee also reports to the Board on ways in which the Board may aid in fulfilling the University's strategic, community, and governmental objectives through advocacy.

j) **Nominating Committee:** The Nominating Committee shall present a slate of nominees to fill the offices of Chairperson, Vice Chairperson and Secretary with office terms beginning the first Board meeting after June 30. The Nominating Committee shall consist of three (3) Trustees elected by the Board, but the Board Chairperson shall not serve as a member of the Nominating Committee in any capacity.

ARTICLE IV Amendment of Bylaws

Commented [BJL12]: Mandatory change: According to Robert's, the nominating committee should not be appointed by the Chair and should not include the Chair

These bylaws may be amended at any regular or special meeting of the Board by the affirmative vote of two-thirds ~~of the membership~~, provided that the substance of the proposed amendment is filed with the ~~A~~assistant ~~s~~Secretary and a copy is mailed or otherwise delivered to each member not less than ~~ten~~ seven (7) days prior to the meeting at which the amendment is to be voted upon.

ARTICLE V
Subordination to University Code

To the extent that any of these bylaws may be inconsistent with *The Code of the Board of Governors of the University of North Carolina*, as the same may be amended from time to time, said *Code* shall control.

Adopted: June 5, 1974
Amended: March 8, 1978
 March 15, 1979
 September 3, 1987
 September 6, 1990
 September 18, 1998
 June 18, 1999
 June 28, 2000
 March 28, 2008
 September 16, 2016
 December XX, 2020

**BYLAWS OF
THE BOARD OF TRUSTEES
OF
WINSTON-SALEM STATE UNIVERSITY**

**ARTICLE I
Name**

This board shall be known as *The Board of Trustees of Winston-Salem State University* (hereafter “Board”).

**ARTICLE II
Purpose**

The purpose of the Board is to perform the duties and exercise the powers prescribed by the applicable provisions of Chapter 116 of the North Carolina General Statutes and by The Code of the Board of Governors of The University of North Carolina.

**ARTICLE III
Organization, Meetings, and Powers**

Section 1. Appointment and Term of Office

- a) The Board shall consist of thirteen (13) persons chosen as follows:
 - 1. Eight (8) elected by the Board of Governors of the University of North Carolina.
 - 2. Four (4) appointed by the General Assembly; and
 - 3. The President of the Student Government Association of the University, ex officio. [See G.S. §116-31(d)]

- b) In every odd numbered year, the Board of Governors shall elect four (4) persons to the Board and the General Assembly shall appoint one (1) person upon the recommendation of the President Pro Tempore of the Senate and one (1) person upon the recommendation of the Speaker of the House of Representatives to the Board; and the term of office of all such elected or appointed trustees (excluding ex-officio trustees) shall be four (4) years, commencing July 1 of such odd numbered year. [See G.S. §116-31(e) and (f)]

- c) Whenever any vacancy shall occur in the membership of the Board among those appointed by the General Assembly, it shall be the duty of the Assistant Secretary of the Board to inform the General Assembly of the existence of the vacancy, and the vacancy shall be filled as provided in N.C. Gen. Stat. § 120-122. Whenever any vacancy shall occur among those elected by the Board of Governors, it shall be the duty of the Secretary of the Board to inform the Board

of Governors of the existence of the vacancy, and the Board of Governors shall elect a person to fill the unexpired term. Whenever a member shall fail, for any reason other than ill health or service in the interest of the State or nation, to be present for three (3) successive regular meetings of the Board, his or her place as a member shall be deemed vacant. [See G.S. §116-31(j)]

d) Any person who has served two (2) full terms for four (4) years in succession as a member of the Board shall, for a period of one (1) year, be ineligible for election or appointment to the Board. [See G.S. §116-31(g)]

e) No member of the General Assembly or officer or employee of the State, The University of North Carolina, or any constituent institution, shall be eligible for election or appointment as a trustee. No spouse of a member of the General Assembly, or of an officer or employee of a constituent institution may be a trustee of that constituent institution. Any trustee who is elected or appointed to the General Assembly or who becomes an officer or employee of the State, The University of North Carolina, or any constituent institution or whose spouse is elected or appointed to the General Assembly or becomes an officer or employee shall be deemed thereupon to resign from his or her membership on the Board. [See G.S. §116-31(h)]

f) No person may serve simultaneously as a member of the Board and as a member of the Board of Governors. Any trustee who is elected to the Board of Governors shall be deemed to have resigned as a trustee effective as of the date that his or her term commences as a member of the Board of Governors. [See G.S. §116-31(i)]

g) The Board may recommend to the appointing authority that a member be removed for cause.

Section 2. Meetings

a) The Board shall hold not fewer than three (3) regular meetings a year and may hold such additional meetings as may be deemed desirable [See G.S. §116-32]. The Board, at these meetings, shall consider recommendations of the Chancellor and such other matters as may properly come before it. Meetings may be held in person, by conference telephone, or by electronic means that allows for real-time voice communication. All meetings of the Board shall be open to the public unless, consistent with the requirements of State law, a meeting is closed to the public by a motion duly made and adopted by the Board in an open meeting.

b) A calendar of regular meeting dates for the Board and Board committees will be established and publicized in accordance with State law. [See G.S. § 143-318.12(a)(1)] After the schedule of regular meetings is established for the coming year, a copy of that schedule, showing the time and place of regular meetings, shall be kept on file with the Secretary of State and posted on the WSSU website. If the date of a regular meeting is changed, the Assistant Secretary shall change

the posting and notify the Secretary of State, the Board, and public at least seven (7) calendar days in advance of the new meeting date. [See G.S. § 143-318.12] Whenever the Chairperson deems the business of the Board not to require a regular meeting, the Chairperson may cancel such meeting with five (5) days' written notice provided that no two (2) consecutive regular meetings shall be so canceled. In the event of unforeseen circumstances, the Chairperson may cancel a meeting with 24-hour notice to members.

c) A special meeting may be called by the Chairperson of the Board. A notice specifying the time and place of a special meeting of the Board shall be mailed or otherwise delivered by the Secretary or the Assistant Secretary to each member of the Board at least forty-eight (48) hours before the meeting. A notice and posting specifying the time and place of a special meeting of the Board shall be provided in accordance with state law. [See GS § 143-318.12(b)(2)] Additionally, a special meeting of the Board may be requested upon the written request of not fewer than six (6) members of the Board directed to the attention of the Assistant Secretary. A special meeting requested by members to be called by the Assistant Secretary shall be held within fourteen (14) days of receipt by the Assistant Secretary of the sixth written request for such special meeting. Any matter of business may be considered at a special meeting of the Board.

d) Emergency meetings of the Board may be called by the Chairperson when generally unexpected circumstances require immediate consideration by the Board. A notice specifying the time and place of an emergency meeting of the Board may be given by telephone, electronic means, or other method in sufficient time for a majority of the Board to reasonably be expected to be able to attend the meeting. Only business connected with the emergency may be considered at an emergency meeting [See GS § 143-318.12(b)(3)].

e) Agenda

1. A copy of the agenda for each regular meeting of the Board, including notice of all expiring terms on or vacancies in membership of Board committees and, insofar as is practicable, copies of all reports and other materials to be presented to the regular meeting as a part of the agenda, shall be mailed or otherwise delivered by the Secretary or Assistant Secretary to each member of the Board at least seven (7) days in advance of the regular meeting. If practicable, a copy of the agenda for each special meeting of the Board, with reports and other materials to be presented, shall be mailed or otherwise delivered to each member of the Board at least four (4) days in advance of the special meeting; however, if such delivery is not practicable, the agenda for a special or an emergency meeting may be presented to the Board as the first order of business at the meeting.
2. The agenda for meetings of the Board shall be prepared by the Chancellor with the approval of the Chairperson. All requests for inclusion of a given

item on the agenda of a particular meeting shall be filed, with supporting documents if any, with the Assistant Secretary. Any such requests from faculty, students, or staff members must be in writing and must be filed in sufficient time to be included on the agenda of the regular or special meeting in question.

3. Any trustee may present any item not on the agenda at any regular or special meeting. However, such an item shall not be so considered without unanimous approval of the voting members of the Board present at such meeting.

f) A quorum of the Board is required for conducting business. A quorum shall consist of a majority of the members of the Board currently in office.

g) The Chairperson shall preside at all regular and special meetings of the Board. In the absence of the Chairperson, the Vice Chairperson shall preside and in the absence of both, the Secretary shall preside. In the absence of an elected officer, a presiding officer shall be elected by and from the voting membership of the Board.

h) All members of the Board may vote on all matters coming before the Board for consideration, but no member may vote by proxy. Any voting member of the Board who attends a meeting by telephone, video conference, or other electronic means that allows for two-way voice interaction may cast the member's vote by that means. No vote concerning any matter under consideration by the Board or by a committee of the Board may be cast in absentia, by mail, email fax, or telegraph.

i) Except as modified by specific rules and regulations of the Board and State law, *Roberts Rules of Order* (latest edition) shall constitute the rules of parliamentary procedures applicable to the meetings of the Board and its committees.

j) The Assistant Secretary shall take minutes of all meetings of the Board; shall file, index, and preserve all minutes, papers, and documents pertaining to the business and proceedings of the Board; and shall be custodian of all records of the Board. The Secretary or Assistant Secretary shall keep the Board of Governors, through the Secretary of the University of North Carolina, fully and promptly informed concerning activities of the Board, including notice of any changes in the membership of the Board or in its bylaws or committee structure, and notice of meetings [See The UNC Code 402C].

Section 3. Officers and Committees

a) At the first meeting after June 30 of each year, the Board shall elect from its membership a Chairperson, a Vice Chairperson and a Secretary [See G.S. § 116-32], each of whom shall serve for a term of one (1) year and until a successor is

elected If the position of Chair becomes vacant, then the Vice Chair shall become the Interim Chair until the Chair's successor is elected. In all other circumstances, if a vacancy occurs in any of these offices, the Board shall elect a person to serve for the remainder of the unexpired term.

b) The Board may also elect an Assistant Secretary of the Board from among the members of the Chancellor's staff. Copies of the minutes, papers and documents of the Board may be certified by the Assistant Secretary with the same force and effect as though such certification were made by the Secretary of the Board.

c) The Chairperson shall be Chair of the Executive Committee and an ex-officio member of each committee.

d) The duty of each committee shall be to consider and to make recommendations to the Board upon matters referred to it. The respective committees shall report their recommendations for the consideration of the Board, but committee action or approval is not required prior to approval or action by the Board.

e) Special committees may be created by the Board or the Chairperson of the Board to perform specific functions not requiring the continuous existence of a committee. The size, function, and procedures of special committees shall be determined either by majority vote of the Board or by the Chairperson of the Board. The Chairperson and members of a special committee shall be appointed by the Chairperson of the Board from the membership of the Board unless the Board otherwise provides. Special committees shall cease to exist when their functions have been discharged; however, every special committee shall cease to exist one (1) year after the date of its creation, unless continued by affirmative action of the Board or the Chairperson of the Board.

f) The Chairperson shall appoint all committees with the exception of the Nominating Committee; the Nominating Committee shall be elected by the Board.

g) The Board may, at its discretion, authorize any of its committees to act in its stead in any and all matters which the Board may direct, except those powers expressly delegated to the Board by the Board of Governors without the power to sub-delegate.

Section 4. Powers and Duties of the Board

a) The Board shall promote the sound development of the University within the functions prescribed for it, helping it to serve the people of the State in a way that will complement the activities of the other institutions, and aiding it to perform at a high level of excellence in every area of endeavor. The Board shall serve as advisor to the Board of Governors on matters pertaining to its University and shall also serve as advisor to the Chancellor concerning the management and

development of the University. [See G.S. 116-33]

b) The Board shall have such other powers and duties, not inconsistent with provisions of *The Code of the Board of Governors of the University of North Carolina* or with applicable provisions of State law, as are specified in said *Code* or as shall be defined and delegated by the Board of Governors. [See Chapter IV and Appendix 1 of *The UNC Code*]

c) The authority of the Board is conferred upon the Board; Trustees bind the Board and the University only by acting together as a Board. No individual Trustee shall commit the Board to any policy, declaration, or action without prior approval of the Board.

Section 5. Powers and Duties of the Standing Committees

The identification and general powers of the standing committees of the Board follow. Such powers may be modified or clarified by committee charters as the Board deems appropriate.

a) Executive Committee: The Executive Committee, consisting of all officers and Chairs of the Audit, Advancement, Finance and Administration, Student Affairs and Academic Affairs Committees, is authorized to act on behalf of the full Board between regular Board meetings when immediate action of the Board is required and a quorum of the full Board cannot be obtained. Executive Committee actions shall be reported to the full Board at the next regular meeting.

b) Academic Affairs Committee: The Academic Affairs Committee provides policy advice and reports to the Board on academic, strategic, and operational matters related to athletics, information technology, and the Division of Academic Affairs.

c) Student Affairs Committee: The Student Affairs Committee provides policy advice and reports to the Board on matters with respect to student development, campus life, the Student Government Association, and the Division of Student Affairs.

d) Advancement Committee: The Advancement Committee provides policy advice and reports to the Board on matters involving University Advancement initiatives as well as marketing and communications programs.

e) Finance and Administration: The Finance and Administration Committee provides policy advice and report to the Board on matters involving the Division of Finance Administration, Campus Police, and other administrative matters under the Board's authority not specifically delegated to another committee.

f) Audit Committee: The Audit Committee provides policy advice and reports to the Board on pending litigation, audits, investigations, and matters involving the Offices of Audit, Risk, and Compliance and Legal Affairs.

g) Personnel and Tenure Committee: The Personnel and Tenure Committee reports to the Board on matters involving 1) faculty tenure and promotion, 2) the granting of honorary degrees, and 3) the appointment of Senior Administrative and Academic Officers as delegated to the Board under the Institutional Plan of Management Flexibility to Appoint and Fix Compensation

h) Grievance Appeal Committee: The Grievance Appeal Committee is authorized to act on behalf of the full Board to decide cases and appeals over which the Board has jurisdiction as determined by the policies of the UNC Board of Governors or the Board. The Grievance Appeal Committee may also approve guidelines and procedures for the processing of those cases and appeals.

i) Governance, Advocacy, Trusteeship, and Ethics (GATE) Committee: The GATE Committee makes recommendations to promote efficient, effective, and ethical Board operations. The GATE Committee also reports to the Board on ways in which the Board may aid in fulfilling the University's strategic, community, and governmental objectives through advocacy.

j) Nominating Committee: The Nominating Committee shall present a slate of nominees to fill the offices of Chairperson, Vice Chairperson and Secretary with office terms beginning the first Board meeting after June 30. The Nominating Committee shall consist of three (3) Trustees elected by the Board, but the Board Chairperson shall not serve as a member of the Nominating Committee in any capacity.

ARTICLE IV Amendment of Bylaws

These bylaws may be amended at any regular or special meeting of the Board by the affirmative vote of two-thirds, provided that the substance of the proposed amendment is filed with the Assistant Secretary and a copy is mailed or otherwise delivered to each member not less than seven (7) days prior to the meeting at which the amendment is to be voted upon.

ARTICLE V Subordination to University Code

To the extent that any of these bylaws may be inconsistent with *The Code of the Board of Governors of the University of North Carolina*, as the same may be amended from time to time, said *Code* shall control.

Adopted: June 5, 1974
Amended: March 8, 1978
March 15, 1979
September 3, 1987
September 6, 1990
September 18, 1998
June 18, 1999

June 28, 2000
March 28, 2008
September 16, 2016
December XX, 2020

MOTIONS TO GO INTO CLOSED SESSION

December 10, 2020

I move that we go into closed session to:

(Specify one or more of the following permitted reasons for closed sessions)

xx **Prevent the disclosure of privileged information under N.C.G.S. 143-318.11(a)(1):**

 State employee personnel records, under The Privacy of State Employee Personnel Records Act, Article 7 of chapter 126 of the North Carolina General Statutes.

 Internal Auditor's work papers, under Section 116-40.7 of the North Carolina General Statutes.

 A student's education records, under The Family Educational Rights and Privacy Act of 1974, Public Law 93-380, as amended by Public Law 93-568.

 Social Security account numbers, under The Privacy Act of 1974, Public Law 93-579, as amended by Public Law 94-455.

 Prevent the premature disclosure of an honorary degree, scholarship, prize or similar award under N.C.G.S. 143-318.11(a)(2)

XX **Consult with our attorney under N.C.G.S. 143-318.11(a)(3):**

 X to protect the attorney-client privilege.

 X to consider and give instructions concerning a potential or actual claim, administrative procedure, or judicial action; if known, title of action is:

_____ v. _____

 Discuss matters relating to the location or expansion of business in the area served by this body under N.C.G.S. 143-318.11(a)(4).

 Establish or instruct the staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property under N.C.G.S. 143-318.11(a)(5).

 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).

 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).

 X **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).**

 Plan, conduct, or hear reports concerning investigations of alleged criminal conduct N.C.G.S. 143-318.11(a)(7).