

**NORTH CAROLINA CENTRAL UNIVERSITY
BOARD OF TRUSTEES
SPECIAL CALL MEETING OF THE
EXECUTIVE/PERSONNEL COMMITTEE**

OCTOBER 25, 2016

The NCCU Board of Trustees held a Special Call meeting of the Executive/Personnel Committee on October 25, 2016. A public forum was provided in the Chancellor's Conference Room in the Hoey Administration Building. Chairman George Hamilton called the meeting to order at 12:15 p.m. and recognized Trustee Higginbotham to call the roll. A quorum was established.

ROLL CALL: Present: Mr. George Hamilton (via telephone conference), Dr. John McCubbins (via telephone conference), Mr. Paul Pope (via telephone conference), Ms. Joan Higginbotham (via telephone conference) and Mr. John Barbee (via telephone conference).

ADOPTION OF THE AGENDA: It was moved by Trustee Barbee and properly seconded by Trustee McCubbins that the agenda be adopted. The motion carried.

CHAIR'S REMARKS: Chairman Hamilton informed the Board, as Chair, it is his 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. Chairman Hamilton instructed the Board members as follows: Each has received the agenda and related information for this Special Call Board of Trustees Executive/Personnel Committee 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. No conflict was presented.

Vice Chancellor Ben Durant and Associate Vice Chancellor Peeler made presentations regarding the selection of a designer for the New Student Center. Background materials were provided.

The Pre-Selection Committee was charged with the responsibility of recommending a Design Firm for the New Student Center. A request for Proposal (RFP) was advertised as required by law. A pre-proposal meeting was held at NCCU with over 60 persons in attendance. Nineteen firms responded by submitting comprehensive proposals. Each

proposal was evaluated and all 19 firms meet the RFP criteria. The primary pool was narrowed to a secondary pool of 6. References were obtained for each firm and the top 3 made up the final pool. The top 3 were offered an interview and an opportunity to present their proposal. After the interview the Pre-Selection Committee discussed each presentation and then individually rated each firm's overall qualifications. The Design Firm with the highest composite score was selected as the recommended firm.

The Committee was informed of HUB participation by the designers and the importance that the design will historically fit within the campus context of NCCU.

It was moved by Trustee Higginbotham and properly seconded by Trustee Pope to approve the selection of Duda – Paine & Obrien Atkins Team as the designer for the New Student Center. The motion carried.

There being no further business, it was moved and properly seconded to adjourn. The motion carried.

Respectfully submitted:

George R. Hamilton
Chairman