



Coastal Studies Institute
A MULTI-INSTITUTIONAL RESEARCH PARTNERSHIP
Board of Directors Meeting

DRAFT Minutes

Friday, April 12, 2019
CSI Campus, Room 210B

Attendees:

CSI Board Members Present: Mr. Rolf Blizzard (Chair), Mr. Irvin Aldridge, Mr. Malcolm Fearing, Mr. Steve Keen, Mr. Paul O’Neal, and Mr. James Rispoli

CSI Board Ex-Officio Members Present: Dr. Reide Corbett and Mr. Wally Overman

CSI Board Ex-Officio Members Participating by Phone: Dr. Harvey Seim

CSI Board Ex-Officio Members Absent: Dr. Harry Bass, Dr. Jay Golden, Dr. Margery Overton, Dr. Martin Posey, and Dr. Kimberly van Noort

CSI Staff Present: Ms. Kimberly Armstrong and Mr. Robert McClendon

Guests: Captain Keith Wheeler, USN, Retired, Executive Director of the Office of National Security and Industry Initiatives, ECU; Ms. Erin Rexin, Conservation Trust North Carolina, AmeriCorps Fellow; Ms. Karen Brown, President & CEO, Outer Banks Chamber of Commerce; and Mr. Bob Peele, Chair, Board of Directors, Outer Banks Chamber of Commerce

Convene:

Mr. Rolf Blizzard called the meeting of the CSI Board of Directors (BOD) to order at 11:30 AM. Members in attendance introduced themselves.

A motion for approval of the meeting agenda was made by Mr. Irvin Aldridge. Mr. Paul O’Neal seconded the motion. All were in favor. Agenda approved.

A motion for approval of the minutes from the October 22, 2018 BOD meeting was made by Mr. Malcolm Fearing. Mr. Wally Overman seconded the motion. All were in favor. Minutes approved.

Mr. Blizzard requested that Dr. Reide Corbett provide the Director’s Report.

Director’s Report:

Dr. Corbett introduced Mr. Keith Wheeler. Mr. Wheeler is a retired US Navy captain and the Executive Director of the Office of National Security and Industry Initiatives within the Division of Research, Economic Development and Engagement Department at ECU. The office helps researchers engage with government and industry entities to advance programs and partnerships that promote the health, education and economic advancement of eastern North Carolinians. The mission is to develop partnerships between

industry, federal agencies, and researchers on campus. Dr. Corbett stated that this initiative should be especially helpful with CSI's Ocean Energy program. CSI looks forward to working with Mr. Wheeler.

Dr. Corbett stated that CSI is rebranding itself, although the multi-institutional partnership concept is still in effect. CSI is being co-branded with ECU as the lead (with institutional partners remaining the same). It's been a busy time of generating marketing materials and disseminating the information – promoting ECU's focus on coastal research.

Facilities:

Continue to plan work on new entranceway (driveway off highway) to campus. Plans are to install a new sign and eliminate the middle island. Mr. Blizzard requested a rendering of the new sign. Dr. Corbett will share a sketch with the Board.

Dr. Corbett stated that the Fuel Dock is complete. CSI staff can now pump fuel into vessels as needed. The lighting on campus has been updated with low energy consumption LED lights.

The technology in classrooms is being upgraded to further facilitate teaching capabilities between campuses.

The meeting was paused at this point for the presentation of the *Roanoke Island Trails Project* by Ms. Erin Rexin, AmeriCorps Fellow. Ms. Rexin has been charged with overseeing the mission to improve trail safety, provide accessible outdoor education opportunities, and encourage civic engagement in the community.

After presentation:

Academics:

Faculty searches have taken up much of the past few months. Regarding the "Cluster Hire," the process is underway to hire four faculty for the new Department of Coastal Studies. The new hires will be located here at ECU's Outer Banks Campus. Also, the search for the director of the Ocean Energy program is in progress. Interviews have been conducted and hope to have position filled by August (the position is funded by ECU but the position will reside at NC State). There are six different searches going on with a diverse group of scientists across multiple disciplines. The Interview process involves the candidate spending a day on main campus and a day at CSI for presentations and discussions. Three offers have been made and negotiations are in progress.

Mr. Blizzard asked about the anticipated timeframe for having the new faculty onboard.

Dr. Corbett responded that he would like to have everyone here by mid-August, but it may not happen until January 2020. As soon as he has commitments from the candidates, he will let the Board know and will introduce them. In addition, an offer has been made to a candidate for the IT position.

Dr. Corbett stated that the Education program continues to be very strong. Thus far this year, there have been 2700 K-12 students on campus. The Regional Science Fair was held at CSI and we recently hosted the NC Renewable Energy Challenge. Registration is open for the 17 Summer Camps to be held at CSI. Outreach and Education continues to strengthen the partnership with Dare County schools and the College of the Albemarle. We have had three Dare County high school seniors serving as interns on campus. Continue to work with teachers at Dare, Perquimans, and Currituck counties ensuring that curriculum matches needs/requirements of classroom curriculum.

Dr. Corbett is in the process of developing an in-residence program for undergraduate students for Spring 2020 with 15 semester hours of interdisciplinary courses. The goal is to have 20 students enrolled. The program would resemble the Outer Banks Field Site program held at CSI in the fall. Once the new faculty is in place, Dr. Corbett will have a better idea of their areas of expertise and the courses they can develop and teach. He is working on the housing piece of the program. There will be a Request for Proposals (RFP) for leasing options regarding housing needs for the 20 students.

Dr. Corbett stated that the PhD program in Coastal Resource Management was revised last year. The new name is Integrated Coastal Sciences and the curriculum has been revised to better incorporate the Outer Banks campus. Students in this PhD program will begin in the fall.

Advancement:

Dr. Corbett has been working with Ms. Melissa Adamson (University Advancement, ECU) and potential donors on the Outer Banks. One area of interest is funding for Access Scholarships (possibly to cover housing) to create an opportunity for a larger program on the Outer Banks campus. Dr. Corbett expressed a desire to build a research pier and boardwalk (behind the Research and Education building) to allow access to the water's edge for sampling and instruments. This would benefit all students - K-12, undergraduates, and graduates.

At this point, the topic of sea level rise came up and a lengthy discussion ensued.

Financial Report:

Financial spreadsheets were provided for an overview of accounts, operating budget, and year-to-date spending. Dr. Corbett explained that CSI experienced a cut of about \$34,000 this year (as did ECU) due to low student enrollment. He stated that he does not expect any change in the budget next year. He hopes to continue to increase Facilities & Administrative (F & A) funds.

Mr. James Rispoli suggested providing the prior year budget information to enable a comparison with the current year budget.

Mr. Blizzard suggested that Mr. Michael Kelly be invited to attend the next Board meeting. As Mr. Kelly is the representative to the ECU Foundation, it would be helpful to have him provide an update regarding Foundation funds.

Board Member Initiatives:

Housing:

Mr. Fearing provided an update on the housing committee progress. Two community meetings have been held. Mr. Bob Woodard, Chair, Dare County Commissioners, has suggested exploring property at Bowser Town Landfill. Ms. Karen Brown and Mr. Bob Peele will be developing and announcing an RFP regarding the need for student and workforce housing.

Mr. Robert McClendon provided maps and history of potential housing sites. The Friends of Elizabeth II Housing complex is on the market and would be a viable solution for CSI's housing needs. Dr. Corbett stated that ECU has been very supportive in CSI's quest to meet student housing needs. Administration from ECU visited CSI and spent the day discussing requirements and options and toured Roanoke Island to view various sites for consideration. Dr. Corbett has been working with Mr. William "Bill" McCartney (Associate Vice Chancellor for Campus Living) and Mr. Kevin Carraway (Director, Materials

Management). The short-term housing needs are for 20 students in Spring 2020. The long-term housing needs are for 50 undergraduates in the next five years.

New Business:

Mr. Keith Wheeler provided information on ECU's industry roundtable initiative. The purpose is to engage businesses/industries by inquiring how ECU's faculty/students can assist by providing manpower, knowledge, and research to address common problems. He stated they would like to host a roundtable every quarter. The inaugural roundtable was held in Greenville. Mr. Wheeler would like to host such an event on the Outer Banks (possibly in June).

Mr. Wheeler stated ECU received a \$1 million grant, RISE-29. The mission focuses on supporting rural economic prosperity through innovation and entrepreneurship in the 29 counties of eastern North Carolina.

Mr. Wheeler stated that the Office of Naval Research provides millions of dollars in STEM research grants. This would be an excellent opportunity to increase the number of students serviced by the STEM programs currently offered at CSI. Mr. Wheeler stated that demonstrating and promoting how research taking place at CSI – especially in the Ocean Energy program – benefits and connects with naval activities, could provide access to naval research dollars.

Committee Assignments:

Mr. Blizzard requested that Mr. Overman chair the Governance and Nominating Committee. Mr. Overman will begin reviewing prospective new Board members. Mr. Blizzard will share names of potential members with Mr. Overman and encouraged other Board members to share names as well.

Mr. Blizzard has followed up with Dr. Ron Mitchelson regarding the Board bylaws. Dr. Mitchelson is open to making changes. Mr. Overman has been tasked to commence this endeavor.

Mr. Blizzard stated that Mr. O'Neal and Mr. Steve Keen have yet to be placed on a committee. Mr. O'Neal stated he would like to serve on the Governance and Nominating committee. Mr. Blizzard requested that Mr. Keen let him know which committee he prefers.

Mr. Blizzard stated there is a need to fill the chair (vacated by Dr. John Wells) of Planning & Programs committee.

Mr. O'Neal asked if Dr. Corbett would provide information regarding criteria to consider for new Board members. Dr. Corbett stated that he and Mr. Blizzard will work together on this request and send an email to the Board.

Date of next BOD meeting: TBD

Meeting Adjourned: 2:45 PM.

Respectfully submitted,

Kimberly Armstrong