



Coastal Studies Institute  
UNIVERSITY OF NORTH CAROLINA

Board of Directors Meeting

Minutes

Monday, October 23, 2017  
UNC CSI Campus, Room 210B

**Attendees:**

**UNC CSI Board Members Present:** Mr. Rolf Blizzard (Chair), Mr. Irvin Aldridge, Mr. Malcolm Fearing, and Dr. John Wells

**UNC CSI Board Member Absent:** Mr. Michael Kelly and Mr. James Rispoli

**UNC CSI Board Ex-Officio Members Present:** Dr. Ron Mitchelson, Mr. Wally Overman, Dr. Michael Piehler, and Dr. Kimberly van Noort

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

**UNC CSI Board Ex-Officio Members Absent:** Dr. Harry Bass, Dr. Margery Overton, and Dr. Martin Posey

**UNC CSI Staff Present:** Ms. Kimberly Armstrong, Mr. Robert McClendon, and Mr. John McCord

*Note: Prior to the commencement of the Board meeting, Dean Harry Ploehn, ECU College of Engineering and Technology (CET), presented background information on the CET and led a discussion regarding potential opportunities for collaboration between CET and CSI, specifically, how to leverage CSI facilities to advance a shared research agenda.*

*Convene:*

Mr. Rolf Blizzard called the meeting of the UNC CSI Board of Directors (BOD) to order at 12:50 PM. Mr. Blizzard welcomed new UNC General Administration representative Dr. Kimberly van Noort to the Board. With a motion by Dr. John Wells and a second by Mr. Malcolm Fearing, all were in favor of approving the June 28, 2017 BOD meeting minutes. With a motion by Mr. Fearing and a second by Dr. Wells, all were in favor of approving the agenda.

*Provost's Report – Dr. Ron Mitchelson:*

Dr. Mitchelson stated that the ECU Board of Trustees (BOT) is interested in holding their February 15-16, 2018 meeting at CSI. BOT committee meetings would be held on February 15 (8:30 – 4:00) followed by an evening reception. The BOT Board meeting would be held on February 16 (8:30 – 12:00).

Dr. Mitchelson provided an update on the CSI Dean and Director position. The goal is to have the position housed at CSI. The kick-off for the search committee was held at CSI on October 20. Carter Baldwin is the search firm. On campus interviews at ECU and at CSI will be held January 15–24. The selection of the new Dean/Director will be finalized and announced by mid-February. The new director will likely begin work on July 1. Mr. Blizzard is on the search committee.

Mr. Blizzard stated that as a member of the search committee, he is ensuring that the BOD is duly represented. He emphasized the importance of respecting community involvement in the search process.

Dr. Mitchelson is responsible for the hiring decision on the candidate. He invited all to contact him with thoughts and opinions on the candidates.

For CSI to be the epicenter of coastal endeavors, an interdisciplinary code unit (where tenure resides) is being developed. The unit will include a Geological Scientist, an Environmental Economist, a Maritime Heritage Scientist, an Ecologist, and future engineering positions. The hope is to have 10–12 positions in the code unit. A committee has written the provisional code for the unit which will be reviewed by ECU's Educational Planning and Policies Committee on November 10.

Other graduate programs will be developed over time. There is plenty of acreage available for expanding with new buildings at CSI. The best way to address the dormitory issue is to engage a private developer and offer a guarantee of student flow. There is interest in possible designation as a "millennial space."

The joint Coastal PhD proposal between CSI and UNCW is on hold pending further study.

Dr. Mitchelson stated that he desires CSI to be the home of Coastal Engineering.

*Interim Executive Director's Report:*

Dr. Michael Piehler stated that on October 10, Senator Burr spent about 45 minutes visiting at CSI. The visit was a success and it is hoped that he will return and that a relationship can be established.

Dr. Piehler expressed his appreciation to Dr. Mitchelson for extending invitations to attend ECU Deans meetings and leadership retreats. The activities have been helpful to him in his role as Interim Executive Director.

The CSI faculty positions currently undergoing development are: Permanent Dean/Director, Coupled Natural and Human Systems Modeler, Director of NC Renewable Ocean Energy Program (NCROEP), and a position for the NCROEP candidate's spouse. Dr. Piehler stated that CSI has a wonderful support staff, but for the time being, funds will be used for development of faculty positions.

CSI is discussing the possibility of additional online classes. There is also discussion of an additional Field School Semester with ECU in the spring. CSI hopes to become more involved with ECU Honors College.

There are eight research clusters developed by Dr. Jay Golden, ECU, Vice Chancellor of Research, Economic Development and Engagement. One of the research clusters is "Coastal." Dr. Reide Corbett (CSI, Program Head, Coastal Processes) is co-lead on the coastal research cluster and is participating in the implementation of a plan for coastal research.

There are plans to have a CSI Open House January 20, 2018. It is hoped the event will provide the opportunity to expand on development prospects.

CSI has been undergoing several transitions with management and operations at ECU. Meetings have been held with ECU Facilities and ITCS (Information, Technology, and Computing Services) to discuss how their services can be better utilized in meeting goals at CSI. Dr. Piehler met with the National Park Service and they are interested in developing a shared (with CSI) intern program in the summer.

The College of the Albemarle (COA) is interested in reconnecting with CSI as they work to revamp their programs. Dr. Corbett has been appointed to the COA Board of Trustees. CSI has expressed the willingness

to provide support when appropriate. On behalf of ECU, Dr. Mitchelson expressed his support and offered to attend a planning meeting at COA if needed.

The *Wall of Honor* has been initiated. The *Wall* will serve as an area to display photos of former Board members as well as those who have made significant contributions to the Institute. There is also an effort underway to display scientific posters that illustrate work being undertaken at CSI.

A permit has been granted to establish a research platform in the Sound, located about 150 feet offshore

Discussions with ECU facilities have taken place regarding the removal of the median at the entrance to CSI. The area will be redesigned and the CSI sign will be relocated to the small rise by the highway.

Mr. Robert McClendon provided budget spreadsheets and led a discussion. He explained that the goal is to have accounting and reporting to be compatible as CSI transitions to a consolidated coastal unit at ECU. He is continuing to develop a format that presents the information in a more understandable format. Mr. McClendon reviewed the various accounts (research, outreach, grant, Foundation, etc.), provided explanations, and answered questions.

*Other business:*

Dr. Piehler presented a gift to Dr. John Wells for his 14 years of service to the Board. All expressed their appreciation to Dr. Wells for his insight, contributions, and support throughout the years.

*Action Items:*

Mr. Blizzard stated that at the committee level the focus needs to be on finding new Board members to fill the vacancies left by Dr. Wells and Dr. William Hogarth.

BOD meeting dates for 2018 were discussed and scheduled as follows: May 21 and October 22 (Annual meeting).

Mr. Blizzard stated that with the ECU BOT planning to meet at CSI on February 15-15, it would be beneficial if the CSI Board committees could meet during that timeframe. It would provide an opportunity to become acquainted with Trustee members. This idea will be revisited. However, the Board committees should plan to meet whenever they deem necessary.

Mr. Blizzard stated that he would like to have some uniformity regarding the BOD meeting package. The package should include: Agenda, minutes from the previous meeting, financial reports, schedule of future meetings, and Board member roster. The packet should be forwarded to members at least 14 days before the date of the meeting. He would also like to receive an update on the Founding Director's Fund at the next meeting.

Meeting adjourned at 2:30 PM.

The next BOD meeting is scheduled for May 21, 2018.

Respectfully submitted,

Kimberly Armstrong  
UNC Coastal Studies Institute