

CHARTER OF THE BUILDINGS AND GROUNDS COMMITTEE

Section 1. Establishment and source of authority.

The Buildings and Grounds Committee was established on 6 September 1913 by the President of the University of North Carolina, has existed continuously since that time, and is listed in The Faculty Code of University Government, IV, B, 2), a), (2) as a standing committee of the faculty appointed by the Chancellor.

Section 2. Organization.

a. *Membership.* The Buildings and Grounds Committee shall consist of fourteen voting members, appointed as specified below.

b. *Selection.*

- (1) Nine members of the voting faculty, as defined by the Faculty Code, shall be appointed by the Chancellor after receiving nominations from the Nominating Committee.
- (2) One member of the University staff shall be appointed by the Chancellor after receiving nominations from the Employee Forum.
- (3) One member of the University faculty or staff shall be appointed by the Chancellor at his or her discretion.
- (4) Two undergraduate student members shall be appointed by the Chancellor after receiving, through the Vice Chancellor for Student Affairs, nominations from the Student Body President.
- (5) One graduate or professional school student member shall be appointed by the Chancellor after receiving, through the Vice Chancellor for Student Affairs, nominations from the President of the Graduate and Professional Student Federation.

c. *Terms.*

- (1) Each faculty and staff member shall be appointed for a regular term of three years. Terms shall be staggered so that at least three of these terms regularly expire in any one year.
- (2) Each student member shall be appointed for a regular term of one academic year.
- (3) Each appointment to a regular term shall become effective on 1 July of the year in which the appointment is made and end on 30 June of the appropriate year. Provided, however, that student terms may commence or terminate at other times within the academic year at the discretion of the Chancellor.
- (4) Each appointee shall serve for the term for which appointed and until a successor is appointed.

- (5) A member who is appointed to fill a vacancy occurring before the expiration of a regular term shall serve for the remainder of that term.
- (6) Any member may be appointed to serve successive terms.
- (7) A faculty or staff member who leaves the service of the University for any reason and any student who ceases to be a student by reason of graduating or otherwise shall thereupon cease to be a member of the Committee.
- (8) The Chancellor may appoint an acting member to temporarily serve in the place of a member of the Committee who is on leave or otherwise temporarily unavailable for Committee service. The Student Body President and President of the Graduate and Professional Student Federation may also designate alternate members to serve in summer months or as otherwise needed in individual meetings where student appointees are not present.

d. *Chair.* The Chair of the Committee shall be appointed by the Chancellor from the membership of the Committee for a term of one year. In the absence of the Chair, the members present may elect one of their number to preside.

e. *Voting.*

- (1) A majority of those present and voting shall be required for action taken by the Committee. Five members of the Committee shall constitute a quorum.
- (2) The Committee may set reasonable procedures for review and approval of noncontroversial items by mail or electronic means that do not involve a meeting of the Committee. Any action taken by mail or electronic ballot shall be noted in the minutes of the Committee meeting that immediately follows that action.
- (3) No proxy shall be recognized in any meeting of the Committee, provided that duly authorized alternate members may vote in the absence of the regular member for whom they are temporarily serving.

f. *Staff.* The Director of Facilities Planning shall provide primary staff assistance required by the Committee. The Director or Director's designee shall serve as Secretary to the Committee.

Section 3. Functions of the Committee.

a. *Role.* The Building and Grounds Committee shall be a body advisory to the Chancellor and shall have no policy-making or administrative authority.

b. *Duties.* The Committee shall advise the Chancellor with respect to:

- (1) the siting of each new physical facility or substantial addition to an existing physical facility to be constructed on the campus;
- (2) the external appearance, including design and materials to be used, of each new physical facility to be constructed on the campus and of any material external modification to be made in any physical facility on the campus;

- (3) the permanent removal or replacement of any substantial physical facility on the campus;
- (4) any material change in the long-term use of any portion of the campus grounds;
- (5) any material change in the appearance, including landscaping design and materials, of the campus grounds;
- (6) the policies governing maintenance and improvement of the campus grounds;
- (7) the selection of architects to design and supervise the construction or alteration of physical facilities and landscaping projects on the campus;
- (8) the preparation of long-range plans and policies for the physical and aesthetic development of the campus buildings and grounds, including pedestrian, bicycle, and vehicular movement through the campus and the full accessibility of buildings and grounds;
- (9) the placement and design of permanent exterior signs, plaques, banners, or letters to go on any physical facility on the campus, and of permanent signs and markers to go on the grounds;
- (10) the permanent placement of works of art at exterior locations on the campus, exclusive of works of art acquired by the Ackland Art Museum or the Department of Art and placed within designated areas for display of public art under the control and direction of those entities;
- (11) any other matter that the Committee finds would be conducive to the physical or aesthetic improvement of the campus; and
- (12) any other matter referred to it by the Chancellor.

c. *Annual report.* The Committee shall file with the Chancellor and the Faculty Council for information an annual report of its activities and any special report the Chancellor or Council may request.

Section 4. Meetings.

The Buildings and Grounds Committee shall meet at such times and places as it finds the efficient performance of its duties to require. The Committee shall set a schedule of regular meetings for each academic year. In addition to its regularly scheduled meetings, meetings may be called by the Chair or, on written request of any three members of the committee, by its Secretary.

Section 5. Definitions.

For the purposes of this charter, the term “campus” shall mean the contiguous lands constituting the central campus (including the land occupied by the UNC Health Care System) and other University properties in the immediate area, including the Carolina North Tract and Horace Williams property, the Botanical Garden, the old Country Club property, the Mason Farm property, the Friday Center complex, the Finley

Golf and Fields complex, the Faculty/Staff Recreational Association complex, the Meadowmont and Rizzo Conference Center complex, the University Lake property, the cogeneration facility, and all other lands owned by, assigned to, or otherwise under the control of The University of North Carolina at Chapel Hill that are located in or near the Town of Chapel Hill. The Chancellor may seek the Committee's advice on projects proposed in the surrounding area by the University, the UNC Health Care System, and by University foundations. The Chancellor may also seek the Committee's advice on buildings and grounds issues relative to University properties or projects located outside the immediate Chapel Hill area.

Section 6. Effective date.

This charter replaces prior Committee charters and shall be effective
July 17, 2017.

A handwritten signature in black ink that reads "Carol L. Folt". The signature is written in a cursive style and is positioned above a horizontal line.

Carol Folt
Chancellor