AGENDA
Executive Committee
ECU Board of Trustees
East Carolina Heart Institute
April 17, 2009
3:00 pm

1. Approval of Minutes
   February 26, 2009
   Action

2. Closed Session

3. Red Flag Regulations Policy
   Action

4. Employment of Related Person Policy
   Action

5. Board of Visitors Appointments and Appointment of Officers
   Action

6. SACS Accreditation Update
   Information
Bob Greczyn, chair of the Executive Committee, called the meeting to order at 3:00 p.m. in Conference Room A of the East Carolina Heart Institute.

Mr. Greczyn read the conflict of interest statement required by the State Government Ethics Act. No conflicts were identified.

All members of the Executive Committee except David Redwine were present; Mr. Redwine participated in the meeting by phone.

The committee approved the minutes of the November 20, 2008, committee meeting.

Robbie Hill offered a motion for the committee to go into closed session. The motion was seconded David Brody and approved by the committee.

At 3:35 p.m., the committee returned to open session.

Phillip Rogers, executive assistant to the chancellor, presented to the committee a request from the Greenville City Council to approve a resolution in support of changes in regulations concerning kegs of beer. The matter was tabled in order to seek student input.

Mr. Rogers asked Board members to submit nominations for new members of the Board of Visitors by March 16.

University Attorney Donna Payne led a discussion of potential conflicts of interest for individuals who are members of both the Board of Trustees and the board of an affiliated entity such as the ECU Foundation.

Mr. Greczyn asked the University Affairs Committee to take on the role of seeking possible candidates for appointment or election to the Board of Trustees.

Ken DeVille, the university ethics liaison made a brief presentation to Board members on the requirements of the State Ethics Commission.

With no further business to come before the committee, Mr. Greczyn adjourned the meeting at 4:45 p.m.
ECU BOARD OF TRUSTEES
EXECUTIVE COMMITTEE
April 16, 2009

CLOSED SESSION MOTION

I move that we go into Closed Session:

1. to consult with our attorney and to preserve the attorney-client privilege and to consider and give instructions concerning claims and judicial actions, including those listed on Attachment “A”, which is incorporated herein by reference;

2. to prevent the disclosure of privileged information under N.C. General Statutes §126-22 to §126-30 (personnel information); and

3. to consider the qualifications, competence, performance, character, fitness, or conditions of appointment of prospective and/or current employees.
MEMORANDUM

To: Members of the Board of Trustees

From: Donna Gooden Payne
University Attorney

Date: April 3, 2009

Subject: Request for Consideration and Approval: East Carolina University Identity Theft Prevention Program And Consumer Report Address Discrepancy Policy

Enclosed for your consideration is a proposed policy to be entitled East Carolina University Identity Theft Prevention Program And Consumer Report Address Discrepancy Policy. It was generated in response to requirements of recently enacted federal regulations ("Red Flags Rule") promulgated by the Federal Trade Commission ("FTC"). The FTC delayed enforcement of these requirements until May 1, 2009. In order to comply with the regulations, an initial Red Flags policy must be approved by the ECU Board of Trustees no later than that date.

The Red Flags Rule requires "financial institutions" and "creditors" that offer or maintain "covered accounts" to develop and implement a written Identity Theft Prevention Program ("Program") and to take certain actions, including providing notification for consumers in some situations with regard to discrepancies discovered in handling consumer reports (i.e., background checks). Any account through which ECU permits an individual to make deferred payments for goods and services (e.g., tuition, medical services, etc.) may be subject to the Red Flags Rule. There was a concerted effort on the part of universities across the nation to secure an exemption from the FTC for institutions of higher education, but that effort failed. Consequently, all the UNC institutions that maintain covered accounts must comply and UNC General Administration has provided support for development of this policy.

The Board of Trustees, or a committee thereof, must develop, implement, and administer the Program unless it delegates this responsibility to a designated employee at the level of senior management. The attached draft reflects the delegation of this responsibility to a "Program Administrator" who is identified as the Assistant Vice Chancellor for Enterprise Risk. Under the proposed policy, the Board delegates to the Chancellor authority to make revisions to the policy as necessary, which may include reassignment of the duties of Program Administrators at a later date if that appears appropriate.

I am glad to discuss any questions you may have about the proposed policy or the underlying regulations.

East Carolina University is a constituent institution of the University of North Carolina. An Equal Opportunity/Affirmative Action University, which accommodates the needs of individuals with disabilities.
I. POLICY STATEMENT

It is the policy of East Carolina University (“University”) to comply with the regulations promulgated under the Fair Credit Reporting Act of 2003 related to the (i) development and implementation of a written identity theft prevention program (hereinafter the “Red Flag Rules”); and (ii) the duties of users of consumer reports regarding address discrepancies.

Having approved the initial written Identity Theft Prevention Program created herein, the ECU Board of Trustees delegates authority to approve subsequent revisions to this Policy to the Chancellor. The Program Administrator shall report any material revisions to this Policy to the ECU Board of Trustees.

II. PURPOSE

The purpose of this policy is to develop and implement a written Identity Theft Prevention Program (“Program”) that is designed to detect, prevent and mitigate identity theft in connection with any Covered Account (the “Program”) and to implement procedures regarding requirements related to the use of consumer reports and address discrepancies.
III. PROCEDURES

A. Definitions

a. “Account” means a continuing relationship established by a person with the University to obtain a product or service for personal, family, household or business purposes. Account includes:

i. An extension of credit, such as the purchase of property or services involving a deferred payment (i.e., payment in full for the property or services is not received simultaneously with the selling of property or provision of services); and

ii. A deposit account

b. “Consumer Report” has the same meaning as that term is defined by 15 U.S.C. § 1681a(d). Criminal and credit background reports issued to the University by Consumer Reporting Agencies are examples of Consumer Reports.

c. “Covered Account” means:

i. Any account that constitutes a continuing financial relationship or is designed to permit multiple payments or transactions between the University and a person for a service, such as extension of credit, debit cards, Perkins Loans, FFELP, institutional loans, patient accounts, deposit accounts, scholarship accounts, and the like.

ii. Any other account the University offers or maintains for which there is a reasonably foreseeable risk to holders of the account or to the safety and soundness of the University from Identity Theft, such as use of consumer reports for employee background checks or applicants for credit, institutional debit card applications, and the like.

d. “Identifying Information” means any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including any:

i. (i) Name, social security number, date of birth, official State or government issued driver’s license or identification number, alien registration number, government passport number, employer or taxpayer identification number;

ii. (ii) Unique biometric data, such as fingerprint, voice print, retina or iris image, or other unique physical representation;

iii. Unique electronic identification number, address, or routing code; or

iv. (iv) Telecommunication identifying information or access device (as defined in 18 U.S.C. 1029(e))

e. “Identity Theft” means a fraud committed or attempted using the identifying information of another person without authority.

f. “Notice of Address Discrepancy” means a notice sent to a user of a consumer report by a consumer reporting agency pursuant to 15 U.S.C. 1681c(h)(1) that informs the user of a substantial difference between the
address for the consumer that the user provided to request the consumer report and the address(es) in the agency’s file for such consumer.

g. “Program Administrator” means the individual designated with primary responsibility for oversight of the Program. The Assistant Vice Chancellor for Enterprise Risk is designated the Program Administrator.

h. “Red Flag” means a pattern, practice or specific activity that indicates the possible existence of Identity Theft.

i. “Service Provider” means a person or entity that provides a service directly to the University

B. Identification of Red Flags

a. Risk Factors: In order to identify Red Flags, the University shall consider the types of Covered Accounts it offers or maintains, methods it provides to open Covered Accounts, methods it provides to access Covered Accounts, and any previous experiences of the University with Identity Theft.

i. Red Flags may be detected while implementing existing account opening and servicing procedures such as individual identification, caller authentication, third party authorization, and address changes.

b. Categories of Red Flags: The Program will detect and respond appropriately to relevant Red Flags, including from the following categories. Examples of Red Flags from each of these categories are attached as Appendix A to this Policy:

i. Alerts, notifications or other warnings from Consumer Reporting Agencies

ii. Suspicious documents

iii. Suspicious Personal Identifying Information

iv. Suspicious Covered Account activity

v. Alerts from others

C. Detection of Red Flags

a. Every University Department that maintains or has administrative authority related to Covered Accounts shall implement written operating procedures to detect Red Flags in connection with the opening and maintaining of Covered Accounts. These operating procedures will be submitted to the Program Administrator for review and approval.

b. Notwithstanding the forgoing, at a minimum, the following will be performed as applicable as it relates to any Covered Account:

i. Student Enrollment: In order to detect any of the Red Flags identified above associated with the enrollment of a student, University personnel shall take the following steps to obtain and verify the identity of the person opening the account:

- Require certain Identifying Information such as name, date of birth, academic records, home address or other identification; and
- Verify the individual’s identity at time of issuance of individual identification card (review of driver’s license or other government-issued photo identification).

ii. **Existing Accounts:** In order to detect any of the Red Flags identified above for an existing Covered Account, University personnel will take the following steps to monitor transactions on a Covered Account:
- Verify the identification of individuals if they request information (in person, via telephone, via facsimile, via email);
- Verify the validity of requests to change billing addresses by mail or email and provide the individual a reasonable means of promptly reporting incorrect billing address changes; and
- Verify changes in banking information given for billing and payment purposes.

iii. **Patient Accounts:** In order to detect any of the Red Flags identified above for a patient seeking medical care at ECU Physicians, University personnel shall take the following steps:
When registering a patient, request the patient’s (or in the case of a minor, the parent or guardian’s) driver’s license or other government-issued photo identification. If none is available, validate the patient by asking for current address, last four digits of the social security number, and the next of kin. If the information that is provided is incorrect, flag for Patient Financial Services; do not stop the registration process.

D. **Response to Red Flags**

a. Once a University employee detects a Red Flag that employee shall provide a written report of such Red Flag and all related documentation to the Program Administrator within one (1) business day as a rapid response may protect individuals and the University from excessive damages and loss.

b. The Program Administrator will complete additional authentication to determine whether the attempted transaction was fraudulent or authentic.

c. If the transaction is determined to be fraudulent, appropriate actions must be taken immediately. Actions may include:
   i. Canceling the transaction;
   ii. Monitoring a Covered Account for evidence of Identity Theft
   iii. Notifying the student/customer/patient/individual upon whom a fraud has been attempted
   iv. Changing any passwords, security codes or other security devices that permit access to a Covered Account
   v. Reopening the Covered Account with a new account number
   vi. Refusal to open a Covered Account
   vii. Closing a Covered Account
   viii. Notifying law enforcement
ix. File or assist in filing a Suspicious Activity Report (“SAR”) with the Financial Crimes Enforcement Network, United States Department of Treasury; or
x. Determining that no response is warranted under the circumstances

E. **Protect Identifying Information**

In order to further prevent the likelihood of Identity Theft occurring with respect to Covered Accounts, the University will take the following steps with respect to its internal operating procedures to protect individual Identifying Information:

a. Ensure that its website is secure or provide clear notice that the website is not secure;
b. Ensure complete and secure destruction of paper documents and computer files containing individual account information when a decision has been made to no longer maintain such information;
c. Ensure that office computers with access to Covered Account information are password protected;
d. Ensure that laptops are password protected and encrypted;
e. Avoid use of social security numbers;
f. Ensure the security of the physical facility that contains Covered Account information;
g. Ensure that transmission of information is limited and encrypted when necessary;
h. Ensure computer virus protection is up to date; and
i. Require and keep only the kinds of individual information that are necessary for University purposes.

F. **Hard Copy Distribution**

Each employee and contractor performing work for the University will comply with the following policies:

a. File cabinets, desk drawers, overhead cabinets, and any other storage space containing documents with Identifying Information will be locked when not in use.
b. Storage rooms containing documents with Identifying Information and record retention areas will be locked at the end of each workday or when unsupervised.
c. Desks, workstations, work areas, printers and fax machines, and common shared work areas will be cleared of all documents containing Identifying Information when not in use.
d. Whiteboards, dry-erase boards, writing tablets, and other writing surfaces in common shared work areas that contain Identifying Information will be erased, removed, or shredded when not in use.
e. When documents containing Identifying Information are discarded, they will be placed inside a locked shred bin or immediately shredded using a
mechanical cross cut or Department of Defense-approved shredding device. Locked shred bins are labeled “Confidential paper shredding and recycling.”

G. Program Administration
   a. Oversight of Program.
      i. Responsibility for developing, implementing and updating the Program is delegated by the ECU Board of Trustees to the Program Administrator. The Program Administrator, a designated employee at the level of senior management, is the Assistant Vice Chancellor for Enterprise Risk.
      ii. The Program Administrator shall be responsible for (i) ensuring appropriate training of University personnel regarding the Program (University employees responsible for implementing the Program shall be trained under the Direction of the Program Administrator in the detection of Red Flags and the responsive steps to be taken when a Red Flag is detected); (ii) reviewing any reports regarding the detection of Red Flags and potential Identity Theft; (iii) determining which steps for preventing or mitigating Identity Theft should be taken in the particular circumstances; and (iv) considering periodic changes to the Program.

   b. Reports
      i. Appropriate staff shall report to the Program Administrator at least annually on compliance by the University with this Program. The report shall address matters such as the effectiveness of the policies and procedures of the University in addressing the risk of Identity Theft in connection with the opening of Covered Accounts and with respect to existing Covered Accounts; Service Provider arrangements; significant incidents involving Identity Theft and the University’s response; and recommendations for material changes to the Program.

   c. Service Provider Arrangements
      i. In the event the University engages a service provider to perform an activity in connection with one or more Covered Accounts, the University will take the following steps to ensure the service provider performs its activity in accordance with reasonable policies and procedures designed to detect, prevent and mitigate the risk of Identity Theft.
         ▪ Require, by signed contract, that service providers have such policies and procedures in place; and
         ▪ Require, by signed contract, that service providers review the University’s Program and report any Red Flags to the Program Administrator.

   d. Program Updates
i. The Program Administrator shall review and update this Program at least annually to reflect changes in risks to individuals and to the safety and soundness of the University from Identity Theft. In doing so, the Program Administrator shall consider any relevant factors, including the following:

- The experiences of the University with Identity Theft;
- Changes in methods of Identity Theft;
- Changes in methods to detect, prevent, and mitigate Identity Theft;
- Changes in the types of Covered Accounts the University maintains or opens; or
- Changes in the business arrangements of the University.

H. **Duties of Users of Consumer Reports regarding Address Discrepancies**

a. Each University Department that is authorized to use Consumer Reports (such as for an employment or volunteer position for which a credit or background report is sought as part of the hiring/volunteering process) shall develop written operating procedures designed to enable that Department’s personnel to form a reasonable belief that a consumer report relates to the consumer about whom it has requested the report, when the Department receives a Notice of Address Discrepancy. These operating procedures shall be submitted to the Program Administrator for review and approval.

b. Departmental operating procedures must include, and University Personnel shall perform, at a minimum, the following reasonable procedures for when a Notice of Address Discrepancy is received:
   i. Compare the information in the consumer report provided by the consumer reporting agency with the information that such user:
      1. Obtains and uses to verify the consumer’s identity in accordance with the Customer Information Program (CIP) rules;
      2. Maintains in its own records, such as applications, change of address notification, other customer account records or retained CIP documentation;
      3. Obtains from third-party sources; or
   ii. Verify the information in the relevant consumer report provided by the consumer reporting agency with the consumer.

   c. **Requirement to furnish consumer’s address to a consumer reporting agency.** Each University Department authorized to use consumer reports must develop written procedures for furnishing an address for the consumer that the user has reasonably confirmed is accurate to the consumer reporting agency from whom it received the Notice of Address Discrepancy when the University Department:
      i. Has formed a reasonable belief that the consumer report relates to the consumer about whom the user requested such report;
ii. The University has established a continuing relationship with the consumer; and

iii. The University has regularly and in the ordinary course of business furnished information to the consumer reporting agency from which the Notice of Address Discrepancy relating to the consumer was obtained.

d. The Department may reasonably confirm an address is accurate by:
   i. Verifying the address with the consumer about whom it has requested the report;
   ii. Reviewing its own records to verify the address of the consumer;
   iii. Verifying the address through third-party sources; or
   iv. Using other reasonable means

e. The Departmental procedures developed and adopted pursuant to this section must provide that the University will furnish the consumer’s verified address to the consumer reporting agency as part of the information it regularly furnishes for the reporting period in which it establishes a relationship with the consumer.
APPENDIX A

As indicated in Article III, Section B(b) of the Policy, set forth below are examples of Red Flags that each University department may incorporate into its Program related to its Covered Accounts.

Alerts, Notifications or Warnings from a Consumer Reporting Agency

1. A fraud or active duty alert accompanying a consumer report.

2. A Consumer Reporting Agency provides a notice of credit freeze in response to a request for a consumer report.

3. A Consumer Reporting Agency provides a notice of address discrepancy.

4. A consumer report indicates a pattern of activity that is inconsistent with the history and usual pattern of activity of an applicant or customer, such as:
   a. A recent and significant increase in the volume of inquiries;
   b. An unusual number of recently established credit relationships;
   c. A material change in the use of credit, especially with respect to recently established credit relationships; or
   d. An account that was closed for cause or identified for abuse of account privileges by a financial institution or creditor.

Suspicious Documents

1. Documents provided for identification appear to have been altered or forged.

2. The photograph or physical description on the identification is not consistent with the appearance of the applicant or customer presenting the identification.

3. Other information on the identification is not consistent with information provided by the person opening a new covered account or customer presenting the identification.

4. Other information on the identification is not consistent with readily accessible information that is on file with the financial institution or creditor, such as a signature card or a recent check.

5. An application appears to have been altered or forged, or gives the appearance of having been destroyed and reassembled.
Suspicious Personal Identifying Information

1. Personal identifying information provided is inconsistent when compared against external information sources used by the financial institution or creditor. For example:
   a. The address does not match any address in the consumer report; or
   b. The Social Security Number (SSN) has not been issued, or is listed on the Social Security Administration’s Death Master File.

2. Personal identifying information provided by the customer is not consistent with other personal identifying information provided by the customer. For example, there is a lack of correlation between the SSN range and date of birth.

3. Personal identifying information provided is associated with known fraudulent activity as indicated by internal or third-party sources used by the financial institution or creditor. For example:
   a. The address on an application is the same as the address provided on a fraudulent application; or
   b. The phone number on an application is the same as the number provided on a fraudulent application.

4. Personal identifying information provided is of a type commonly associated with fraudulent activity as indicated by internal or third-party sources used by the financial institution or creditor. For example:
   a. The address on an application is fictitious, a mail drop, or prison; or
   b. The phone number is invalid, or is associated with a pager or answering service.

5. The SSN provided is the same as that submitted by other persons opening an account or other customers.

6. The address or telephone number provided is the same as or similar to the account number or telephone number submitted by an unusually large number of other persons opening accounts or other customers.

7. The person opening the covered account or the customer fails to provide all required personal identifying information on an application or in response to notification that the application is incomplete.

8. Personal identifying information provided is not consistent with personal identifying information that is on file with the financial institution or creditor.

9. For financial institutions and creditors that use challenge questions, the person opening the covered account or the customer cannot provide authenticating information beyond that which generally would be available from a wallet or consumer report.
Unusual Use of, or Suspicious Activity Related to, the Covered Account

1. Shortly following the notice of a change of address for a covered account, the institution or creditor receives a request for new, additional, or replacement cards or a cell phone, or for the addition of authorized users on the account.

2. A new revolving credit account is used in a manner commonly associated with known patterns of fraud patterns. For example:
   a. The majority of available credit is used for cash advances or merchandise that is easily convertible to cash (e.g., electronics equipment or jewelry); or
   b. The customer fails to make the first payment or makes an initial payment but no subsequent payments.

3. A covered account is used in a manner that is not consistent with established patterns of activity on the account. There is, for example:
   a. Nonpayment when there is no history of late or missed payments;
   b. A material increase in the use of available credit;
   c. A material change in purchasing or spending patterns;
   d. A material change in electronic fund transfer patterns in connection with a deposit account; or
   e. A material change in telephone call patterns in connection with a cellular phone account.

4. A covered account that has been inactive for a reasonably lengthy period of time is used (taking into consideration the type of account, the expected pattern of usage and other relevant factors).

5. Mail sent to the customer is returned repeatedly as undeliverable although transactions continue to be conducted in connection with the customer’s covered account.

6. The financial institution or creditor is notified that the customer is not receiving paper account statements.

7. The financial institution or creditor is notified of unauthorized charges or transactions in connection with a customer’s covered account.

Notice from Customers, Victims of Identity Theft, Law Enforcement Authorities, or Other Persons Regarding Possible Identity Theft in Connection with Covered Accounts Held by the Financial Institution or Creditor

1. The financial institution or creditor is notified by a customer, a victim of identity theft, a law enforcement authority, or any other person that it has opened or is maintaining a fraudulent account for a person engaged in identity theft.
MEMORANDUM

TO:          ECU Board of Trustees
FROM:        Steve Ballard
             Chancellor
DATE:        April 16, 2009
RE:          Employment of Related Persons at East Carolina University

The Board of Governors policy on the UNC Employment of Related Persons requires that I report annually to the Board of Trustees at a time close to spring commencement concerning our application of that policy on our campus.

The policy requires that no family members be supervised by another family member. We are required to attest to the fact that either we have no such supervisory relationships or that if they have eventuated in any given office, that alternative supervisory arrangements were then immediately arranged.

This memorandum is to report to you that East Carolina University is in compliance with this policy.
TO: ECU Board of Trustees

FROM: Steve Ballard, Chancellor

SUBJECT Board of Visitors new member and officer nominations

DATE: April 3, 2009

The ECU Board of Visitors currently has 12 vacant seats to be filled at the April 17th meeting of the ECU Board of Trustees. Additionally, the charter states that the Board of Trustees must appoint new officers to lead the Board of Visitors in 2009.

The Board of Trustees and the Board of Visitors Engagement Committee have nominated 12 worthy individuals to fill these vacant seats. We have also identified three key leaders currently serving on the Board of Visitors to fill the roles of Chairman, Vice Chairman and Secretary of the Association.

Please see the attached document listing each nominee. We have also attached the resumes and nomination forms for each individual should you prefer more detailed information. I would like to respectfully submit these individuals to be appointed as new members and officers of the ECU Board of Visitors.
ECU Board of Visitors Nominations

The following individuals were nominated for the Class of 2013:

1. **Bert Banks of Raleigh**, Nominated by BOV member Olivia Collier
2. **Mark Garner of Greenville**, Nominated by Steve Jones (eligible for reappointment)
4. **Harold Liles of Apex**, Nominated by Mark Tipton
5. **Brenda Myrick of Greenville**, Nominated by Steve Jones
7. **Leonard Reeves of Greenville**, Nominated by Bob Lucas
8. **Mike Ruffin of Durham**, Nominated by Bob Greczyn

The following individuals were nominated to fill unexpired terms in the Class of 2011. Each of these individuals will be eligible for appointment to a full term.

1. **Sabrina Bengal of New Bern**, Nominated by Steve Jones/Carl Davis
2. **Mark Copeland of Charlotte**, Nominated by Steve Jones/Rick Niswnader
3. **Tommy Lewis of Raleigh**, Nominated by Steve Jones

Nominated to serve as officers for 2009 – 2010:
1. Reid Overcash of Raleigh, Class of 2012 as Chair

2. Steve Brown of Raleigh, Class of 2011 as Vice Chair

3. Olivia Collier of Fuqua-Varina, Class of 2011 as Secretary
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee:  Bert Banks

Home:  7109 Valley Lake Drive, Raleigh, NC 27612

Phone:  919 897-2811  Fax:  

E-Mail:  ebanks@albemarlecommission.org

Business:
Company Name:  Albemarle Commission

Mailing address:  512 S. Church Street, Albemarle, NC 27001

Phone:  252 926-3753  Fax:  252 926-8482

E-Mail:  ebanks@albemarlecommission.org

Preferred contact address:  (Please check one)  

Home e-mail  
Business e-mail  
Home regular mail  
Business regular mail

Profession:  Executive Director

Title:  Executive Director, Albemarle Commission

Areas of particular interest in higher education (Example – student recruitment, marketing, academic programs, student scholars, athletics, etc.):

Student recruitment, athletics

ECU Alum: (please check one)  ___ Yes  ___ No

If yes, year:  1977  Degree(s):  B.S.  Major: Business Administration

Spouse’s name:  Terri

Yes, Nominee has agreed to serve if appointed.

Name of sponsor:  Olivia Callicut

(Please attach resume to this form, if possible.)
E.L. BERT BANKS

Experience:
Sept. 2007 to Present — Executive Director — Albemarle Commission (Region R)
• Director of Finance administering budget of approx. $8 Million
• Director of Personnel for staff of 25

2002-2006 — Asst. Executive Director — Mid-East Commission (Region Q)
• Served as Exec. Dir. in Director's absence
• Director of Personnel
• Managed budget of approx. $12 Million

1974 – 2000 — NC Div. of Mental Health — Chief Fiscal Officer for
Community Programs
• Progressive career to Chief Fiscal Officer for Comm. Programs
• Managed a total budget of $750 Million
• Directed and administered programs at the local, county and state
level

• Residential Builder

Education:
1967 -1971 East Carolina University, Greenville, NC
• B.S., Business Administration and Accounting
1986-1987 NC State Government, Raleigh, NC
• Graduate of Public Manager's Program
2005-2006 University of Oklahoma, Oklahoma, OK
• Graduate of Economic Development Institute

Interests: Church, endurance sports, gardening

323-3 N. Church St., Hertford, NC 27944 — Phone (252)426-5753
Fax (252)426-8482 — Email ebanks@alcmarlecommission.org
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee:  Marvin E. (Mark) Garner, Jr., AICP

Home:  3289 Brick Kiln Road, Greenville, NC 27858

Phone:  252-752-1948 (H)  Fax:  

E-Mail:  markgobx@embarqmail.com

Business:
Company Name:  Rivers and Associates, Inc.

Mailing address:  PO Box 929, Greenville, NC 27858

Phone:  252-752-4135 (O)  Fax:  252-752-3974

E-Mail:  mgarner@riversandassociates.com

Preferred contact address:  (Please check one)  

Home e-mail  

Business e-mail  

Home regular mail  

Business regular mail

Profession:  Civil Engineering and Urban Planning Consultant

Title:  Partner, Board of Directors and Project Manager

Areas of particular interest in higher education (Example – student recruitment, marketing, academic programs, student scholars, athletics, etc.):

marketing and engagement, athletics

ECU Alum:  (please check one)  X  Yes  No

If yes, year:  1977  Degree(s):  BS Professional  Major:  Urban Planning

Spouse’s name:  Gail G. Garner

X  Nominee has agreed to serve if appointed.

Name of sponsor:  Steve Jones

(Please attach resume to this form, if possible.)
MARVIN E. GARNER, JR, AICP, ASSOCIATE

Education:
B. S. Professional, Urban and Regional Planning, Emphasis, Environmental Resources
East Carolina University, 1977

Certifications:
American Institute of Certified Planners, #021746
Wastewater Treatment Plant Operator (Grade II), North Carolina
Water Treatment Plant Operator (Class C), North Carolina
Sub-Surface Wastewater Treatment Operator, North Carolina

Associations:
American Planning Association
American Public Works Association
APWA Institute for Water Resources
American Water Works Association
North Carolina Association of Environmental Professionals
North Carolina Recreation and Parks Association
North Carolina Rural Water Association
North Carolina Society of Engineers

Commissions & Boards:
Pitt County Board of Adjustments, Chairman (Elected)
East Carolina University Urban and Regional Planning Program Advisory Board
East Carolina University Board of Visitors

Employment:
Rivers & Associates, Inc., 31 years (1977 - present)

Mr. Garner has served as Rivers' primary client contact and project manager on numerous civil and sanitary engineering studies, design projects, and construction projects. He is associated with engineering and planning for various Municipalities and Counties across eastern North Carolina.

Mr. Garner has been responsible for the feasibility study, loan and grant applications, planning, design and construction administration of various public infrastructure projects such as streets and streetscapes, drainage and stormwater management; parks and recreational facilities; waterfront access; wastewater collection, interceptor, pumping and treatment systems; water supply wells, elevated storage, distribution and treatment systems; various governmental buildings; and cemetery layout. His experience includes conducting utility vulnerability assessments, rate studies and assisting clients with municipal and public works administration by performing tasks such as fixed assets assessments, budget preparations, long-range capital improvement plans, ordinance preparation/review, annexation studies, growth/subdivision plan review, utility construction review, planning consultations, public participation strategies and public relations.

Selected Project Experience:

Skewarkee Rail Trail, Town of Williamston, North Carolina: Project Manager for design modifications and construction administration of multi-use trail along abandoned railroad right-of-way. Project initially designed by NCDOT for the Town of Williamston. Project included grading, drainage renovations, paved walking trail, brick paver and stamped concrete crosswalk speed tables, and amenities.
Sandy Run Park, Town of Kitty Hawk, North Carolina: Project Manager for design and construction administration of a passive recreational park facility located on 11 acres of wetlands, canals, and sand ridges encompasses a ¼ mile interpretive nature walk of elevated boardwalk and canal bridge, canoe/kayak docks, picnic pavilion, horseshoe pit, shuffleboard court, half-court basketball and level-spreader BMP for surface drainage and parking facilities.

Multiple Street Improvements, Town of Williamston, North Carolina: Project Manager for design and construction administration of multiple major projects including various new residential and commercial street construction, dozens of miles of repaired and resurfaced streets, and various parking lot improvements.

Main Street Streetscape – Phase III, City of Elizabeth City, North Carolina: Project Manager for detailed design of major street renovation in central business district including asphalt milling and resurfacing, brick pattern stamped/painted crosswalks, new curb and gutter, new concrete sidewalk with brick paver grid pattern and new period street lamps. Construction administration performed by the owner.

CDBG Drainage/Utility Improvements & New Gordon Street Streetscape, Town of Beaufort, North Carolina: Project Manager for design and construction administration of infrastructure renovations including new water, sewer, storm drainage and streetscape.

Central Business District Drainage Renovations Study, Town of Williamston, North Carolina: Project Manager for a study of a major drainage channel which traverses through the center of the Town. Study focused on improvements required of the channel to handle increase runoff. Recommendations for the phased projects included culvert upgrades and channel restoration.

Upper Skewaway Canal, Phase 1-4, Town of Williamston, North Carolina: Project Manager for project consisting of 2,000 LF of major storm drainage channel improvements including two sections of triple 72" RCP culverts, restored/lined channel to accommodate 305 CFS during 10- year storm. Project implemented to resolve flooding in residential neighborhoods.

Biggs Street Drainage & Sewer Renovations, Town of Williamston, North Carolina: Project Manager for design and construction administration of 730 LF of 72" concrete drainage pipe, 360 LF of various smaller sized RCP, 400 LF of stream channel restoration, 1,200 yards of road reconstruction, reconstruction of 140 LF of water main, realignment of 1,080 LF of gravity sanitary main and abandonment of existing storm and gravity sanitary sewer systems.

Halstead Blvd. Water Extensions, City of Elizabeth City, North Carolina: Project Manager for design and construction administration of 12-inch water extension to serve developing commercial area. Project included major directional bore of US17 and wetlands and encasement railroad crossings.

Cedar Street Sewer Rehabilitation Project, Town of Beaufort, North Carolina: Project Manager for 3,000 LF sanitary sewer rehabilitation project on Cedar Street.

Infiltration & Inflow, Sewer System Evaluation Survey, Town of Beaufort, North Carolina: Project Manager for Phase I and II evaluation surveys consisting of physical inspection, flow monitoring, CCTV inspection, projected repair requirements, cost estimates, and final report of existing gravity sanitary sewer system.
Infiltration & Inflow, Sewer System Evaluation Survey, ONWASA for Town of Richlands, North Carolina: Project Manager for Phase I and II evaluation surveys consisting of physical inspection, flow monitoring, CCTV inspection, projected repair requirements, cost estimates, and final report of existing gravity sanitary sewer system.


Sanitary Sewer Rehabilitation, Town of Beaufort, North Carolina: Project Manager for design and construction administration of approximately 33,000 LF of gravity sewer main rehabilitation within the existing sewer system. Project included pipeline spot repairs, pipeline lining, 7,000 LF of pipeline replacement; manhole repairs, 500 VF of manhole cementious lining, 39 manhole replacements; and 625 service lateral replacements.

Wastewater Collection System, Town of Chocowinity, North Carolina: Project Manager for feasibility study, funding applications, interlocal agreement, design and construction administration of low pressure septic tank effluent pump (STEP) system serving approximately 300 users, major pumping station and five mile effluent force main to Washington WWTP for treatment including approximately 2,000 LF crossing under the Pamlico River.

Pressure Sewer Collection System Evaluation, Town of Chocowinity, North Carolina: Project Manager for preparation of hydraulic model construction and analysis of system performance, including recommendations for system improvements in anticipation of future growth and development.

Wastewater Collection System, Town of Grimesland, North Carolina: Project Manager for feasibility study, funding applications, interlocal agreement, design and construction administration of vacuum sewer collection system serving approximately 200 users, major pumping station and nine mile force main to Greenville WWTP for treatment.

Sanitary Sewer Rehabilitation, ONWASA for Town of Richlands, North Carolina: Project Manager for design and construction administration of approximately 10,300 LF of gravity sewer main rehabilitation within the existing sewer system. Project included pipeline spot repairs, pipeline lining, 2,500 LF of pipeline replacement; manhole repairs, 250 VF of manhole cementious lining, 8 manhole replacements; and 128 service lateral replacements.

Water Distribution System Comprehensive Study, Town of Williamston, North Carolina: Project Manager for preparation of hydraulic model construction and analysis of system performance, including recommendations for system improvements in anticipation of new water supply resource and for future growth and development.

Comprehensive Water Study, Town of Beaufort, North Carolina: Project Manager for data compilation, evaluation, cost estimates, and report preparation of twenty-year planning study for water system improvements for the Town of Beaufort including new water transmission mains, new water supply resources, new water treatment plant and new elevated storage. Proposed improvements scheduled for initial implementation by 2010.

Multiple Water/Sewer Improvements, Town of Williamston, North Carolina: Project Manager for feasibility study, funding applications, design and construction administration of multiple major projects including dozens of miles of pipeline, new water supply wells, elevated water...
tanks, and wastewater pumping stations. Projects included extensions into annexation areas as well as renovation of existing failing or undersized pipelines.

**Town of Chocowinity Recreation Complex, Town of Chocowinity, North Carolina:** Project Manager for comprehensive planning, and Phases I & II design and construction administration for Town’s Recreation Complex. Phase I included evaluation, design and construction administration of storm water, water, sanitary sewer and public street access. Phase II included design of 4 lighted softball/baseball fields, a football/soccer field, parking facilities, picnic shelters, playgrounds, and walking trails.

**Warren County Recreation Park, Warren County, North Carolina:** Project Manager for master planning and Phase I and 2 design and construction administration of new recreation park. Master plan consists of 3-field baseball/softball complex, 1 football/soccer field, 1 basketball court which may be housed in a new indoor complex, picnic pavilion, playground, restrooms/concession plaza, walking trails, elevated boardwalks, landscape design, on-site/off-site utilities, and stormwater BMPs.

**Sara A. Law Memorial Softball Complex, Pitt County Girls Softball League, Inc., Winterville, North Carolina:** Project Manager for design and construction management services for this non-profit corporation as a community service project. Project consisted of 20 acre complex for girls youth softball, 4 lighted tournament caliber fields, four practice fields, onsite water & sewer, restroom facilities, landscape design, sidewalk plan, and parking facilities.

**Godwin-Coppage Community Park, Phases I & II, Town of Williamston, North Carolina:** Project Manager for Phase I design review, design modifications, and construction administration of 3-field soccerplex, water & sewer infrastructure, streets, parking facilities, landscape design, stormwater BMPs, concession facility, picnic pavilion and walking trails. Project Manager for Phase II design and construction administration of 4-field softball/baseball complex, water & sewer infrastructure, parking facilities, concession plaza, walking trail, landscape and sidewalk plans.

**Multiple County Water Districts, Martin County, North Carolina:** Project Manager for feasibility studies, funding applications, interlocal agreements, design and construction administration of two water districts serving rural areas of Martin County and interconnecting with county municipal water systems. District projects implemented to date consist of approximately 180 miles of pipeline, elevated tanks and water supply wells.

**Hawkins Creek Watershed Protection and Restoration Planning Study, Town of Swansboro, North Carolina:** Project Manager for detailed study of the Hawkins Creek watershed located within the central area of the Town. The study evaluated the existing stormwater network within the Hawkins Creek basin, including locations of "point-source" discharges to Hawkins Creek and the White Oak River. Feasibility of constructing infiltration BMPs upstream of the discharges to Hawkins Creek and the White Oak River was evaluated. A "Green Buffer" plan was developed as a natural mitigation measure to mitigate nutrient runoff into the Hawkins Creek basin. An implementation strategy was evaluated including various legal methodologies to implement a stormwater utility and stormwater use impact fee program.

**Multiple Drainage Improvements, Town of Williamston, North Carolina:** Project Manager for design and construction administration of multiple major projects including renovations and improvements to existing open-flow canal channels, channel armoring, culvert upgrades under multiple residential and central business district streets utilizing up to three parallel 72-inch class III reinforced concrete culverts.
Other Selected Project Experience also includes:

- Infiltration/Inflow Studies, Beaufort, Bethel, Magnolia, Scotland Neck, Williamston, NC
- Multiple Water Supply Facilities, Williamston, NC
- Multiple Water Supply, Storage and Distribution Improvements, Chocowinity, Williamston, NC
- Multiple Storm Water System Impr./Renovations, Williamston, NC
- Multiple Street Impr./Renovations, Williamston, Chocowinity, Scotland Neck, NC
- Water System Evaluation, Scotland Neck, NC
- Water Supply, Storage and Distribution Improvements, Martin County, NC
- Water Supply and Treatment Facility, Magnolia, NC
- Comprehensive Water Distribution Study, Williamston, NC
- Comprehensive Water & Sewer Study, Towns of Aurora, Chocowinity, Jamestown, NC
- Water Supply, Storage & Distribution Feasibility Study, Town of Chocowinity and Martin County, NC
- Water Transmission and Distribution Extensions Feasibility Study, Beaufort, NC
- Wastewater Treatment Facility, Towns of Bethel, Magnolia, Scotland Neck, Williamston, NC and
- Wastewater Treatment Facility Operation Assessment, Williamston, NC
- Wastewater Treatment Facility Plans, Towns of Bethel, Beaufort, Chocowinity, Magnolia, Grimesland, Trenton, Vanceboro, Williamston, NC
- Multiple Sanitary Sewer Improvements, Towns of Bethel, Greenville, Magnolia, Scotland Neck, Williamston, NC
- Utilities Operation Center, Chocowinity, NC, Scotland Neck, NC Wastewater Treatment Facilities
- Financial Feasibility Evaluation and Utility Reviews, Cypress Landing Subdivision, Chocowinity, NC
- Financial Feasibility Evaluation, North River Club Development, Beaufort, NC
- Subdivision Review, Various Subdivisions, Towns of Beaufort, Chocowinity, Grimesland, Kitty Hawk, Williamston, NC
- Utility Extension Policy Beyond Corporate Limits, Beaufort, NC
- Annual Long-Range Public Works and Utility Plan Updates, Williamston, NC
- Capital Improvement Plans, Towns of Aurora, Beaufort, Chocowinity, Grimesland, Hamilton, Jamestown, Williamston and Martin County
- Water Supply Plans, Towns of Grimesland and Williamston and Martin County
- Water System Management Plans, Towns of Beaufort, Chocowinity, Grimesland, Jamestown, Williamston and Martin County
- Operations and Maintenance Manuals, Towns of Beaufort (WTP), Chocowinity (WTP & WWTP), Grimesland (WTP), Jamestown (WTP), Williamston (WTP & WWTP) and Martin County (WTP)
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee: Wendi Wood Howell

Home: 4505 Lake Flower Drive
       Holly Springs, North Carolina 27540

Phone: (919) 303-5107       Fax: None

E-Mail: cnwhowell88@nc.rr.com

Business:
Company Name: Kane Realty Corporation

Mailing address: 4321 Lassiter at North Hills Avenue
                 Suite 250
                 Raleigh, North Carolina 27609

Phone: (919) 719-5426       Fax: (919) 833-2473

E-Mail: whowell@kanerealtycorp.com

Preferred contact address: (Please check one)  

Home e-mail  
Business e-mail  
Home regular mail  
Business regular mail

X

Profession: Commercial Real Estate Broker

Title: Senior Leasing Representative

Areas of particular interest in higher education (Example — student recruitment, marketing, academic programs, student scholars, athletics, etc.):

Student recruitment, student scholars

ECU Alum: (please check one)  

X  Yes  

No

If yes, year: 1984  Degree(s): Bachelor of Science  Major: Clothing & Textiles - Merchandising

Spouse's name: Christopher Glenn Howell

X  Nominee has agreed to serve if appointed.

Name of sponsor: Stephen A. Brown

(Please attach resume to this form, if possible.)
Wendi Wood Howell, SCLS, SCSM

4506 Lake Flower Drive
Holly Spring, North Carolina 27540
Phone: 919-303-5107
Cell: 919-302-4220

Kane Realty Corporation
4321 Lassiter at North Hills Avenue, Suite 250
Raleigh, North Carolina 27609
Phone: 919-833-7755
Facsimile: 919-833-2473
WHowell@KaneRealtyCorp.com

Personal Information
Married to Christopher Glenn Howell

Current Personal and Professional Affiliations
East Carolina Pirate Club
East Carolina Alumni Association
International Council of Shopping Centers
Triangle Commercial Association of Realtors

Education and Career Training
Senior Certified Leasing Specialist (SCLS) Designee, 2007
Senior Certified Shopping Center Manager (SCSM) Designee, 2007
North Carolina Real Estate Broker License, 2006
Certified Leasing Specialist (CLS) Designee, 1998
Certified Shopping Center Manager (CSM) Designee, 1989
North Carolina Real Estate Salesman License, 1986
East Carolina University, 1984
  B.S., Clothing & Textiles - Merchandising
  Magna Cum Laude
Swansboro High School, 1980
  High School Diploma
  Valedictorian

Professional Experience
2001 to present – **Kane Realty Corporation** – Raleigh, NC
  Senior Leasing Representative
  A full service commercial real estate management, leasing and development firm.

1999 to 2001 – **Midland Atlantic Corporation** – Cary, NC
  Senior Leasing Representative
  A shopping center management, leasing and development firm.

1991 to 1997 – **Kane Realty Corporation** – Raleigh, NC
  Leasing Representative
  A full service commercial real estate management, leasing and development firm.

1990 to 1991 – **First Washington Management, Inc.** – Rocky Mount, NC
  Property Manager/Marketing Director
  A shopping center management, leasing and development firm.

1986 to 1990 – **J.M. Kane & Co.** – Raleigh, NC
  Property Manager
  A shopping center management, leasing and development firm.
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee: Harold Liles

Home: 3013 Van Gogh Lane
      Apex, NC 27539

Phone: 919-612-1669 Fax: 782-6020

E-Mail: haroldliles@gwu.edu

Business:
Company Name: Gateway Bank & Trust Co.

Mailing address: 2235 Gateway Access Point Raleigh NC 27609

Phone: 919-782-9500 Fax: 919-782-6020

E-Mail: haroldliles@gwu.edu

Preferred contact address: (Please check one)          Home e-mail
                              Business e-mail
                              Home regular mail
                              Business regular mail

Profession: Banking

Title: Raleigh City Executive - SVP

Areas of particular interest in higher education (Example - student recruitment, marketing, academic programs, student scholars, athletics, etc.):

Athletics, Recruitment, Medical & Dental School,
Business School, Dept. of Economics

ECU Alum: (please check one)   Yes  No

If yes, year: 1992   Degree(s): B.A.   Major: Economics

Spouse's name: Sharon Liles

Nominee has agreed to serve if appointed.

Name of sponsor: Mark Tipton

(Please attach resume to this form, if possible.)
HAROLD LILES  
3013 Van Gogh Lane  
Apex, NC 27539  
919-612-1669  
hrliles@nc.rr.com

EDUCATION

CAMPBELL UNIVERSITY, Buies Creek, NC  
MBA  
1998

EAST CAROLINA UNIVERSITY, Greenville, NC  
Bachelor of Arts in Economics  
1992

PROFESSIONAL ADVANCEMENT

Gateway Bank & Trust Company, Inc.  
Commercial Banking Manager / City Executive  
Raleigh, North Carolina  
2005 – Present

- Manage the Commercial and Retail Banking Group for the Triangle area which includes 27 loan officers and administrative staff.
- Helped Gateway Bank setup and locate in Raleigh, NC in 2005.
- Manage and grew a loan portfolio $142,000,000 in just over three years.
- Responsible for hiring successful and seasoned bankers to fill the Commercial and Retail Banking network in the central NC markets.
- Responsible team member in deciding best branch locations for the future success of Gateway Bank, Central, NC.

CCB / SunTrust Bank  
Private Banking Manager – Salem Group  
Cary, North Carolina  
2000 – 2005

- Setup and started Private Banking, "The Salem Group", in Raleigh, NC for CCB in 2000.
- Helped expand and opened Private Banking offices in Chapel Hill, Cary, and Wilmington, NC.
- Within five years, grew and managed a $105,000,000 loan portfolio, the largest for the entire company for CCB / SunTrust within the Private Banking Division.
- In 2005 lead the state of NC for all CCB bankers in Capital Markets fees totaling $265,000.
- Managed 104 high net worth households including all personal and commercial needs.
- Top referral officer in NC in the categories of mortgages, merchant card, investments, and insurance for all commercial and private banking loan officers in 2004 and 2005.

Bank of America  
Commercial Relationship Manager  
Raleigh, North Carolina  
1998 – 2000

- Managed a commercial loan portfolio for companies with sales of $5,000,000 up to $50,000,000.
- Closed three Capital Market transactions greater than $3,000,000 each within my first 18 months.
- Grew and managed a $65,000,000 commercial loan portfolio from a $0 base.
- Created a niche calling effort on high net worth individuals as well as professionals in the dental, medical, and legal fields.
North Carolina Department of Commerce  Financial Manager

- Responsible for Managing the Industrial Revenue Bond Group.
- Helped companies in state and out of state analyze incentive packages when considering weather to locate to North Carolina.
- Helped facilitate and monitor the “Bill Lee Act” related to the NC state incentive program.
- Rewrote the Industrial Revenue Bond program guidelines in a more easily understood format.
- Directed compliance functions for local, state, and federal regulations.

Merrill Lynch  Investment Advisor

- Managed and grew an investment portfolio of $26,000,000 in just two years from no assets under management.
- Responsible for calling on and meeting with high net worth prospects.
- Designed portfolios with appropriate asset mix within customer risk.

### PROFESSIONAL LICENSES

- Series 7 Investment License

### COMMUNITY ORGANIZATIONS / OTHER

- American Cancer Society, Raleigh, NC
- Hope Church, Cary, NC
- USA TRIATHLON
- US Military Veteran
REFERENCES

Ernie Pearson  
Partner, Sanford Holshouser Law Firm  
919-755-1800 (main line)

Mark E. Tipton  
President, Whistler Investment Group  
919-844-9025 (direct)

Eddie Strange  
Partner, Williams Overman Pierce CPA's  
919-782-3444 (main line)
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee: Brenda Myrick

Home: 740 Greenville Blvd STE 400 PMB 254, Greenville NC 27858

Phone: 252-752-5577 Fax: 

E-Mail: bdmyrick@gmail.com

Business:
Company Name: UHS - PCMH

Mailing address: P.O. Box 6028, Greenville NC 27835-6028

Phone: 252-847-5621 Fax: 252-847-2553

E-Mail: Bmyrick@PCMH.com

Preferred contact address: (Please check one) 

Home e-mail ______ Home regular mail ______ Business e-mail ______ Business regular mail ______

Profession: Registered Nurse

Title: OR Administrator

Areas of particular interest in higher education (Example – student recruitment, marketing, academic programs, student scholars, athletics, etc.):

Marketing, academic programs, athletics

ECU Alum: (please check one) ___ X ___ Yes ___ No

If yes, year: 92 Degree(s): BSN Major:

Nursing

Spouse’s name: ____________________________

___ X ___ Nominee has agreed to serve if appointed.

Name of sponsor: ____________________________

(Please attach resume to this form, if possible.)
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee: David W. Oliker

Home: 194 Stage Road
Charlton, NY 12019

Phone: 518 399-9835 (H) Fax: 

E-Mail: doliker@mvphealthcare.com

Business:
Company Name: MVP Health Care

Mailing address: 625 State St., Schenectady, NY 12305

Phone: 518 388-2441 (W) Fax: 518 370-0852

E-Mail: doliker@mvphealthcare.com

Preferred contact address: (Please check one) ___ Home e-mail
___ X ___ Business e-mail
___ Home regular mail
___ X ___ Business regular mail

Profession: Health Insurance Executive

Title: President/CEO

Areas of particular interest in higher education (Example – student recruitment, marketing, academic programs, student scholars, athletics, etc.):

Student recruitment, marketing, academic programs & athletics

ECU Alum: (please check one) ___ X ___ Yes ___ No

If yes, year: 1970 Degree(s): BA Major: Anthropology

Spouse's name: Lynn, ECU 1971

___ X ___ Nominee has agreed to serve if appointed.

Name of sponsor: Bob Greczyn

(Please attach resume to this form, if possible.)
DAVID W. OLIKER
President & CEO
MVP Health Care

David W. Oliker is President and Chief Executive Officer of MVP Health Care, a not-for-profit health insurance company headquartered in Schenectady, N.Y. Mr. Oliker has led MVP since the company's inception in 1982.

Under Mr. Oliker's leadership, the company now serves more than 700,000 members in New York, Vermont and New Hampshire. MVP's exceptional growth stems from Mr. Oliker's philosophy that high-quality affordable health care results from innovation and unswerving commitment to customer service.

MVP Health Care offers a wide range of health benefit products including a preferred provider organization (PPO), an exclusive provider organization (EPO), indemnity health insurance products, a health maintenance organization (HMO), consumer-directed products, administrative services for employers who self-insure, Medicare Advantage Plans for individuals and employer, and ancillary services such as flexible spending accounts.

MVP's HMO plans have earned "excellent" accreditation – the highest level of accreditation – from the National Committee for Quality Assurance (NCQA). Several MVP plans are ranked among American's Best health Plans by U.S. News and World Report magazine and the NCQA, including Preferred Care Gold, which is the top rated Medicare plan in the nation.

Mr. Oliker, a nationally recognized leader in managed care, serves on the Board of Directors of the America's Health Insurance Plans (AHIP) and is a member of the AHIP Policy Advisory Council. In addition, he is the former Chairman of the New York State Health Plan Association and he is on the Board of the MVMA Foundation, the Taconic IPA and MedAllies. He also serves on the Board of the Health Advancement Collaborative of Central New York.

A strong community leader, Mr. Oliker chairs the Advisory Council of the Graduate College of Union University, serves on the Proctor's Theatre Board, the Albany College of Pharmacy Advisory Board, and the Excelsior College President's Advisory Council.

Mr. Oliker holds a bachelor's degree from East Carolina University, a master's degree from The American University, Washington, D.C.; and a post-master's graduate certificate in health care administration from George Washington University, Washington, D.C.
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee:  Leonard A. Reaves

Home:  101 Hidden Hills Drive, Greenville NC  27858

Home  252-355-0296  Fax:

Phone:  252-531-3142  Fax:

E-Mail:  lreaves2@suddenlink.net

Business:
Company Name:

Mailing address:

Phone:

E-Mail:

Preferred contact address: (Please check one)  √  Home e-mail

Business e-mail

Home regular mail

Business regular mail

Profession:  Lenoir County Public Schools

Title:  Director, Technology and Media Services

Areas of particular interest in higher education (Example – student recruitment, marketing, academic programs, student scholars, athletics, etc.):

ECU Alumni: (please check one)  X  Yes  No

If yes, year: 1974 Degree(s):  M.A.  Ed.  S.

Major:  Education

Spouse's name:  Rita R. Reaves  Former ECU Vice Chancellor

X  Nominee has agreed to serve if appointed.

Name of sponsor:  Robert V. Lucas

(Please attach resume to this form, if possible.)
Leonard A. Reaves
lreaves2@suddenlink.net

PROFILE
Retired from public school administration after 30 successful years of service. Interested in giving back to the community and university that has richly blessed my children and family.

WORK EXPERIENCE
Lenoir County Public Schools
Director, Technology and Media Services

Beaufort County Schools
Executive Director, Technology and Media Services

Washington City Schools
Assistant Principal, Washington High School,
Student Information Management Systems Coordinator

Martin Community College
Part Time Business Instructor

Martin County Schools
Marketing Education Teacher

EDUCATION
East Carolina University, Ed. S., 1992
East Carolina University, M.A. Ed., 1975
East Carolina University, B.S.B.E., 1974

CIVIC ACTIVITIES
Past member Board of Directors, Greenville Swim Club
Past member Board of Directors, East Carolina Volleyball Club
Past Treasurer for Pitt County Pirates, AAU Baseball Team
Past member Board of Directors, Pitt County Post 160, American Legion Baseball Team
Past Chair, Finance Committee - D. H. Conley High School Athletic Boosters

PERSONAL
Married:
Rita R. Reaves, Retired, Associate Vice Chancellor for Academic Programs, ECU

Children: Christine, age 25, and Will, age 19

Member and Elder:
Peace Presbyterian Church, Winterville, NC
REFERENCES

Dr. Marilyn Sheerer, Provost
East Carolina University
Greenville, NC 27858

Dr. Emmett Floyd
600 Queen Anne Rd.
Greenville, NC 27858

Mr. Walter Williams
207 Crown Point Road
Greenville, NC 27858
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee: Michael M. Ruffin

Home: 3 Danforth Place
      Durham, NC 27712

Phone: 919 471-9211   Fax: 919 471-9211

E-Mail: mruffin@mindspring.com

Business:
Company Name: Durham County Government

Mailing address: 200 East Main Street
                Durham, NC 27712

Phone: 919 560-0001   Fax: 919 560-0020

E-Mail: mruffin@durhamcountync.gov

Preferred contact address: (Please check one)  

☐ Home e-mail
☐ Business e-mail
☐ Home regular mail
☐ Business regular mail

Profession: Public Administration

Title: County Manager

Areas of particular interest in higher education (Example – student recruitment, marketing, academic programs, student scholars, athletics, etc.):

Athletics, marketing, and student scholars

ECU Alum: (please check one)  

☐ Yes
☐ No

If yes, year: 1975  Degree: B.S.  Major: Urban and Regional Planning

Spouse's name: Robbie C. Ruffin

☐ Nominee has agreed to serve if appointed.

Name of sponsor: Bob Grezyn

(Please attach resume to this form, if possible.)
RESUME

Michael M. Ruffin
3 Danforth Place
Durham, North Carolina 27712
Office: (919) 560-0001
Home: (919) 471-9211
Cell: (919) 491-2227
E-mail: mruffin@mindspring.com

EDUCATION

College: East Carolina University, Greenville, North Carolina,
Bachelor of Science, 1975, Major: Urban and Regional Planning
University of North Carolina, Chapel Hill, North Carolina
Master of Public Administration, August 1988

Post Graduate: Carl Vinson Institute of Government
Public Policy Mediation Training
Association of County Commissioners of Georgia
County Officials Training

REGISTRATION

State of Georgia: Mediation, Georgia Office of Dispute Resolution
Registration Number 1566 (Inactive)

EMPLOYMENT EXPERIENCE

2000 to Present County Manager
Durham County, North Carolina

1992 to 2000 County Manager
Spalding County, Georgia

1988 to 1992 County Manager
Cabarrus County

1983 to 1988 County Manager
Person County, North Carolina

1978 to 1982 Town Manager
Town of Nashville, North Carolina

1976 to 1978 County Planner
Nash County, North Carolina

1975 to 1976 Planner
City of Rocky Mount, North Carolina
PROFESSIONAL AFFILIATIONS

Member of International City and County Management Association, UNC-CH Master of Public Administration Alumni Association, North Carolina City and County Management Association.

Secretary, Durham County Hospital Corporation; Member, Board of Trustees, Durham Regional Hospital Corporation; Member, Board of Directors, Downtown Durham, Inc.

Past Secretary, Georgia City and County Management Association; Past Chairman, Manager-in-Transition Committee, Georgia City and County Management Association; Past Member, Board of Directors, Georgia City and County Management Association; Past Vice-Chairman, Board of Trustees, North Carolina Association of County Commissioners; Worker’s Compensation Fund and Joint Risk Management Agency; Past President, UNC-CH Master of Public Administration Alumni Association; Past Chairman, Courts Committee, North Carolina City and County Management Association.

Guest speaker for Leadership Durham and the University of North Carolina Master of Public Administration Program.

EXTRA-CURRICULAR ACTIVITIES

Chairman, Development Committee, Durham Rescue Mission; Member, Board of Directors, Triangle United Way; 2001 and 2002 Campaign Chairman for Public Employees Division, Durham County (NC) Division of Triangle United Way; Past President, Griffin-Spalding County (GA) United Way; Member, Executive Committee and Board of Directors, Griffin-Spalding County (GA) United Way Campaign Chairman, 1999 Griffin-Spalding County (GA) United Way Campaign; Co-Chairman, 1993-2000, Public Employees Division, Griffin-Spalding County (GA) United Way Campaign.

Ordained Minister (2003)

Religion Columnist - Courier-Times (Roxboro, NC); Rocky Mount Telegram (Rocky Mount, NC); and the Griffin Daily News (Griffin, GA).


REFERENCES

References are available and will be furnished upon request.
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee: Lloyd Douglas Strickland

Home: Mailing address: PO Box 840, Pine Level NC 27568
      Physical address: 3647 Hwy 70-A, Princeton NC 27569

Phone: 919-965-5450 Fax: 

E-Mail: ldstrickland@bellsouth.net

Business:
Company Name:

Mailing address: 

Phone: 

Fax: 

E-Mail: 

Preferred contact address: (Please check one) 

✓ Home e-mail  
Business e-mail  
Home regular mail  
Business regular mail

Profession: Retired 2003 - Virginia Tech

Title: Director of Virginia Tech Roanoke Center

Director of Virginia Tech programs at Southwest VA

Areas of particular interest in higher education (Example - student recruitment, marketing, academic programs, student scholars, athletics, etc.):


ECU Alumni: (please check one)  X Yes  No

If yes, year(s) of degree(s): B.S. English  M. Ed.  Ed. D.  Major: Education

Spouse's name: 

X Nominee has agreed to serve if appointed.

Name of sponsor: Robert Lucas

(Please attach resume to this form, if possible.)
Lloyd Douglas Strickland  
Mailing Address: P. O. Box 840, Pine Level, NC 27568  
Physical Address: 3647 Hwy 70-A, Princeton, NC 27569  
Telephone: (919) 965-5450, E-mail: ldstrickland@bellsouth.net

Educational Background:

Pine Level High School (Johnston County), NC, 1956-60  
East Carolina University, B. S., English, 1960-64  
NC State University, M. Ed. (Adult & Community College Education), 1968-69 (part-time while teaching English)  
NC State University, Ed. D. (Adult & Community College Education, graduate minor: sociology), 1970-71 (full time—received scholarship to complete doctorate)  
Additional education following doctorate: completed a number of undergraduate courses required for the MBA degree (Stetson University, FL) and graduate courses at Virginia Tech (Civil War History and Internet Marketing/Security).

Current Employment Status: Retired on June 30, 2003 but still involved

Employment and Career Information:

2001-2003: Virginia Tech  
Director of the Virginia Tech Roanoke Center at the Roanoke Higher Education Center and during 2002-03 also as director of Virginia Tech programs at the Southwest VA Higher Education Center (Abingdon)  
1991-2001: Virginia Tech  
Director of the Roanoke Valley Graduate Center composed of five higher education institutions serving the Roanoke Valley of VA.  
1980-91: Stetson University, DeLand, FL  
Dean of Continuing Education and Coordinator of Graduate Studies as well as Director of the University's Quality of Service Program  
1975-80: Georgia State University, Atlanta, GA  
Director of Public Service (Continuing Education) Programs  
1973-75: Georgia State University, Atlanta, GA  
Coordinator of Program Development for the Division of Public Service (Continuing Education)  
1971-73: East Carolina University  
Assistant Dean, Division of Continuing Education, and Director of the Undergraduate Evening College and five off-campus transfer programs at technical institutes under contract with ECU for undergraduate credit courses  
1969-71: Full-time graduate student at NC State University  
1967-69: English teacher, Raleigh, NC, Daniels Jr. High ('67-'68) and Sanderson HS ('68-'69)  
1964-67: English teacher, Leland Junior High School, Chevy Chase, MD.

(Continued, p. 2)
Lloyd Douglas Strickland, p. 2

Professional Leadership

- Served in leadership roles in the National University Continuing Education Association and in Region III (SE states), as chair of Region III, on several national committees, and on the national board of directors

- Served as president of the Georgia Adult Education Association

Selected Community Involvement Activities/Interests

- Considerable work with the Chamber of Commerce, DeLand, FL, to initiate a community leadership program, *Leadership DeLand*, co-sponsored by Chamber and Stetson University and begun in 1983, has graduated hundreds of community leaders since its founding.

- Served on board of directors (1998-03) and as president of a community-wide program (Rebuilding Together) with volunteers repairing low-income houses and funding generated from businesses, churches, and groups. The program grew from 4-20+ houses over period.

- Have developed community, radio, and television forums and chaired a local non-partisan leadership group focusing attention on federal budgeting, national debt and deficit spending, and the long-term projected impact of federal deficits on programs, particularly Social Security, and future choices. Have written several op-ed pieces on these topics that have been published in *The Roanoke Times*, Roanoke, VA.

- Considerable involvement, with some consulting too, on organizational climate assessment to identify employee perceptions of organizational needs to structure educational programming, and to enhance employee involvement, contribution, and organizational growth.

- Served on several Chamber of Commerce committees (Roanoke, VA) as well as the boards of directors of United Way, and the Literacy Council (Volusia County, FL).

- Served as president of the Johnston County Chorale and have sung with the group since retirement. This group required in excess of $30k annually, all of which had to be raised.

- Have been an active member of my church, enjoy mission work, house renovation, and am particularly interested in creative work, especially developing *new approaches* to long-term organizational issues/needs where communications may have been strained or broken down.

- Have been an ardent supporter of the ECU Pirates for many years and a Pirate Club member since about 1994. May wife and I are season ticket holders, don’t miss home games, and attend some away and bowl games (but not Hawaii) although we did buy tickets.
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee: Sabrina Bengel

Home: 329A Middle Street New Bern NC 28560

Phone: 252-514-5734 Fax: 252-637-2721

E-Mail: sabrinabengel@yahoo.com

Business:
Company Name: New Bern Tours & Convention Services

Mailing address: 333 Middle Street
New Bern NC 28560

Phone: ____________ Fax: ______________

E-Mail: same as above including phone contact

Preferred contact address: (Please check one) ___ X ___ Home e-mail

___ Business e-mail

___ Home regular mail

___ Business regular mail

Profession: Entrepreneur – Tourism

Title: President and CEO

Areas of particular interest in higher education (Example – student recruitment, marketing, academic programs, student scholars, athletics, etc.):

I am interested in serving wherever needed. I am interested in reaching out and engaging alumni and others interested in supporting the goals of our University and the Region. I would be happy to serve on the marketing and/or government affairs committees.

__________

ECU Alum: (please check one) ___ X ___ Yes ___ No

If yes, year: ___ Degree(s): __________ Major: Hospitality Management

Spouse’s name: Steve Bengel – Class of ‘79

___ X ___ Nominee has agreed to serve if appointed.

Name of sponsor: ____________________________
Sabrina DeFonce Bengel
329A Middle Street
New Bern, North Carolina 28560
252-638-6780 (home)
252-514-4734 (cell)
sabrinabengel@yahoo.com

Graduate Harrison High School, Harrison New York 1974
Attended Quinnipiac College, Hamden, Connecticut 1974-1976
Attended East Carolina University, Greenville, North Carolina 1977-1978

Married 28 years to Steve Bengel ECU Class of 1979 BS Business Administration
Owner R.E. Bengel Sheet Metal Company – doing business in Craven County since 1910
Two Children
Buddy 26 - Quinnipiac University Class of 2004
    MBA Candidate Quinnipiac University
    Left Handed Pitcher Team Italy Pro Baseball in Rimini Italy
Becky 24 - Wofford College Class of 2006
    Managing Director Administrative Assistant – Lightyear Capital Inc, NYC

28 years in the Travel Industry
Owned and Operated NS Travel Inc for 10 years
Marketing Manager for Quixote Travels, Inc. for 5 years
President New Bern Tours & Convention Services – New Bern’s Trolley Car Tours
President and CEO New Bern River Rats Baseball Team of the Coastal Plain League
Managing Partner, “The Birthplace of Pepsi”

Chairman Friends of the New Bern Firemen’s Museum
Immediate Past Chairman Craven County Tourism Development Authority
serving for 12 years, two terms as Chairman
Chairman of the Board of the East Carolina University Alumni Association
Board of Directors member of Craven Community College Foundation
Secretary and Honorary Member of New Bern/JT Barber High School Athletic Hall of Fame
Past Board of Directors member of the New Bern Area Chamber of Commerce
Past Board Member Craven Arts Council
Past Board of Directors member of the Craven Regional Medical Center Foundation
Past President of Downtown Business and Professional Association
Past President of Historic District Residents Association
Chairman of the Convention Center Development Committee
Past Chairman Craven County Tourism Development Authority Marketing Committee
Past Chairman of the Craven Regional Medical Foundation’s Festival of Trees

Active member of the Breakfast Rotary Club and the Downtown Business Council

Named Entrepreneur of the Year by the Chamber of Commerce in 1994
Recipient of the Paul Harris Fellow by the New Bern Breakfast Rotary Club in 2004

I am passionate about my community, my university, Eastern North Carolina and my desire to have it be the best it can. I remain active in all that helps to promote its most valuable resource, its people.
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee: Mark Copeland
Home: 7911 Fernwood St., Charlotte NC 28277
Phone: 704-331-2044 Fax:
E-Mail: mark.copeland@e-y.com

Business:
Company Name: Ernst + Young
Mailing address: 100 N. Tryon St., Charlotte NC 28202
Phone: 704-331-2044 Fax:
E-Mail: mark.copeland@e-y.com

Preferred contact address: (Please check one)  
   X  Home e-mail  
   X  Business e-mail  
   Home regular mail  
   Business regular mail

Profession: CPA Partner at E+Y
Title: Partner

Areas of particular interest in higher education (Example - student recruitment, marketing, academic programs, student scholars, athletics, etc.):

   Student recruitment, academic programs, student employment

ECU Alum: (please check one)  X  Yes  No  Write in alum too
If yes, year: 1996 Degree(s): B.S./M.S. Major: Accounting

Spouse's name: Tracy

X  Nominee has agreed to serve if appointed.
Name of sponsor: Frederick Niewander

(Please attach resume to this form, if possible.)
Mark Copeland Resume

Mark Copeland
Partner
Charlotte, NC
(704) 331-2044
(678) 488-5538
mark.copeland@ey.com

Office Address:
100 North Tryon Street
Suite 3800
Charlotte, NC 28202

Home Address:
7911 Pemwood Street
Charlotte, NC 28277

Professional Experience:

Mark is a Partner at Ernst & Young and serves as the leader of the Transaction Advisory Services practice for North Carolina and South Carolina. Mark has over twelve years of public accounting experience, including more than eight years of transaction-specific experience. He has gained extensive transaction knowledge from providing advisory services for over 250 transactions.

Mark has advised the largest corporate and private equity firms based in the Southeast, including The Coca-Cola Company, The Home Depot, Bank of America, Wachovia, H.I.G. Capital and Sun Capital Partners.

Community Service:

Mark has committed to serve a two-year term as a board member for the Charlotte Chapter of the Juvenile Diabetes Research Foundation ("JDRF") commencing July 2009. In addition, he is a committee member for the 2009 JDRF Celebrity Golf Tournament.

Mark has served as a guest lecturer at the Wake Forest University Calloway School of Business and Accountancy.

He serves as a youth soccer coach at the Morrison Family YMCA in Charlotte.

Education:

Mark is a 1996 alumnus of East Carolina University with a Bachelor of Science degree in Accounting and a Master of Science in Degree in Accounting. Mark’s wife, Tracy, is a 1995 alumna of East Carolina University with a Bachelor of Science degree in Business Administration.

Professional Certification:

Mark is a CPA in the State of North Carolina and is a member of the North Carolina Association of CPA’s and American Institute of CPA’s.
ECU BOARD OF VISITORS NOMINATION FORM

Name of nominee:  Tommy G Lewis II

Home:  2816 Crystal Oaks Lane  Raleigh NC  27614

Phone:  919 870 4926  Fax:  
E-Mail:  tommy@ffgplanning.com

Business:
Company Name:  FIRST Financial Group

Mailing address:  1100 Logger Ct B 101 Raleigh NC  27609

Phone:  919 876 4926  Fax:  919 954 0244
E-Mail:  tommy@ffgplanning.com

Preferred contact address:  (Please check one)  

___ Home e-mail  
X  Business e-mail  
___ Home regular mail  
___ Business regular mail

Profession:  Financial Consultant

Title:  President

Areas of particular interest in higher education (Example – student recruitment, marketing, academic programs, student scholars, athletics, etc.):

Athletics and general promotion of ECU

ECU Alum:  (please check one)  

X  Yes  
No

If yes, year: 1989  Degree(s):  BSIT  Major:  Construction Management

Spouse’s name:  Janice

X  Nominee has agreed to serve if appointed.

Name of sponsor:  Steve Jones

(Please attach resume to this form, if possible.)
Tommy G Lewis II  
President FIRST Financial Group  
Office 1100 Logger Ct B 101  
Raleigh NC  27609

Education:
• 1989 Bachelor of Science IT   East Carolina University
• 2008 Masters of Science Financial Services   The American College

Professional Experience:
• 1989 – Metropolitan Life and Financial Registered Representative
• 1994 – Founded FIRST Financial Group
  Financial planning and asset management insurance and investment services
• Registered Representative with FINRA, Licensed series 7, 65, 63, 24, 53
• Life, Health, Long Term Care and Medicare insurance license
• Chartered Financial Consultant ChFC
• Chartered Life Underwriter   CLU
• Member Society of Financial Service Professionals
• Service on board and committees of various insurance and investment firms

Community Service:
• East Carolina University Alumni Association
  o Served as Wake County President and other post
• East Carolina University Education Foundation
  o Past Wake County Pirate Representative, Treasurer
• East Carolina University Chancellors Society
• Member N C Coastal Federation
• Meals on Wheel Wake County NC
• Active member of Coastal Conservation Association
• Member and participant    Dolphin Fish Research Program
• East Carolina University Letterman    Cheerleading 1984-1988
• YMCA of Triangle    Volunteer of professional time
• Pi Kappa Alpha

Personal:
• Married   to Janice with 2 children, Ashley and Tommy III
• Hobbies include fishing, running, guitar and boating
• Member Wakefield United Methodist Church