

**MINUTES OF THE MEETING OF
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
BOARD OF TRUSTEES
Thursday, December 3, 2009 at 1:30 PM**

The meeting of The University of North Carolina at Pembroke's Board of Trustees was held in the Board Room of Lumbee Hall. Chairwoman Freda Porter called the meeting to order at 1:34 PM.

PLEDGE OF ALLEGIANCE

Ms. Donna Lowry led the group in the Pledge of Allegiance.

ROLL CALL

Roll was called and the following Trustees were present:

Robin Cummings
Arlinda Locklear
Donna Lowry
Thomas Nance
Raymond Pennington
Freda Porter
Lorna Ricotta
Richard Taylor
Paul Willoughby
Arjay Quizon

Absent:

Breeden Blackwell
Newy Scruggs
Alan Thompson

Also attending were: Chancellor Charles R. Jenkins; Provost and Vice Chancellor Charles Harrington, Academic Affairs; Vice Chancellor Sandy Waterkotte, Advancement; Director Dan Kenney, Athletics; Vice Chancellor R. Neil Hawk, Business Affairs; Vice Chancellor Jackie Clark, Enrollment Management; Vice Chancellor Diane Jones, Student Affairs; Vice Chancellor Glen G. Burnette Jr., University & Community Relations; Associate Vice Chancellor Robert Orr, Division of Information Technology; Assistant Vice Chancellor for University Communications Amber Rach, University and Community Relations; University Counsel and Assistant Secretary to the Board of Trustees Joshua D. Malcolm, Chancellor's Office; and Recording Secretary to the Board of Trustees Janet L. Taylor, Chancellor's Office.

INTRODUCTION OF GUESTS, INCLUDING MEMBERS OF THE PRESS

Chairwoman Porter welcomed reporter Ms. Johna Strickland from *The Robesonian*.

ETHICS STATEMENT

Chairwoman Porter reminded the Trustees of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest. The pre-recorded Ethics Statement was played. No member made known any conflict of interest or appearance of conflict.

ADDITIONS/DELETIONS TO THE AGENDA

Chairwoman Porter noted the need to add an additional item to the agenda under Business Affairs/Finance and Audit Committee per the November 25, 2009 letter from Joshua Malcolm. The University asked the Board to consider a resolution regarding the construction of a new residence hall (located at Tab 7-b).

ACTION

2009 - 46

Upon motion made by Richard Taylor, seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved adding an additional item to the agenda to consider a resolution regarding the construction of a new residence hall.

APPROVAL OF MINUTES

Minutes were presented for the following meetings:

Regular Board Meeting Minutes, September 10, 2009 (**Attachment 1**)

Special Called Meeting, October 9, 2009 (**Attachment 2**)

Executive Committee Meeting Minutes, November 18, 2009 (**Attachment 3**)

**ACTION
2009-47**

Upon motion made by Raymond Pennington, seconded by Lorna Ricotta, and unanimously carried, the Board of Trustees approved the minutes for the Regular Board Meeting on September 10, 2009, Special Called Meeting on October 9, 2009, and Executive Committee Meeting on November 18, 2009.

CHANCELLOR'S REPORT

Dr. Jenkins reported that UNCP continues to work on partnerships with other universities, community colleges and public schools systems. On October 27, 2009, UNCP hosted dinner meetings for all 12 county school superintendents with 10 superintendents attending.

On November 18, 2009, the new members of the Board of Governors visited UNCP's campus. The new Governors visited with students regarding UNCP. They were also given a tour of campus to showcase UNCP's facilities, faculty, staff and students.

Dr. Jenkins reported that the University received a very positive report from the Southern Association of Colleges and Universities' (SACS) off-site review committee. This group evaluated the University's compliance certification document, a report consisting of narrative responses and documentation designed to demonstrate that UNCP meets eighty-seven essential SACS accreditation standards. The off-site review committee found UNCP in full compliance on eighty-three of the areas. To address the remaining four standards, for which the committee could not conclusively certify compliance, UNCP has the opportunity to submit additional documentation prior to the March 2010 visit of the on-site review committee. One element, the state certification of UNCP's 2008-09 audit, may or may not be available for submission; responses to the other three standards will be provided. During the on-site review committee's March visit, their primary responsibility will be to review the areas in question and evaluate the design of UNCP's proposed Quality Enhancement Plan, "Write to the Top," which is intended to improve student writing.

REPORTS FROM COMMITTEES

Written reports from the Divisions were mailed to each Trustee prior to the meeting. Each Vice Chancellor and the Athletic Director gave oral summaries and updates, highlighted below. The Vice Chancellors' reports, as well as all other attachments, are attached to the original minutes and are filed in the Office of the Chancellor.

Academic Affairs

Provost and Vice Chancellor Charles Harrington gave a summary of the Academic Affairs report (**Attachment 4**). Dr. Harrington informed the Board that Dr. Tony Curtis, Faculty Senate Chair, had suffered a heart attack prior to the Thanksgiving break but was home recovering from bypass surgery.

Dr. Harrington reported that UNCP continues to work with General Administration in securing a Doctorate in Physical Therapy (DPT) program. However, with the downturn of the economy, it is doubtful that the University would receive funding for a stand-alone program. Dr. Harrington stated that UNCP will enter into a collaboration agreement with East Carolina University or The University of North Carolina at Chapel Hill. He reported that UNCP had reached a potential agreement with East Carolina University. Also, UNCP entered into a joint venture with East Carolina University to offer an Ed.D. in K-12 Educational Leadership and in Adult and Higher Education. The programs' first cohort will begin in the summer of 2010.

Dr. Harrington reported that the University said good-bye to 15 Chinese scholars who represent seven Chinese universities and who spent the entire Fall semester on UNCP's campus. He reported that their experiences were transformative. This is UNCP's first experience with this program called "Global Leadership Initiatives."

Dr. Harrington reported to the Board regarding an interest in establishing a Center for Native American Health. He has worked with a small group of faculty and health care providers on the project. UNCP will provide a survey to a large group of health care providers concerning the need. Once the data is collected and compiled, UNCP will host a Health Care symposium.

Dr. Harrington reported that the Board directed him to work with the Faculty Senate to amend the policy that permitted undergraduate students to participate in commencement exercises prior to completing all academic requirements. That policy was reviewed by Faculty Senate and they approved a revised policy that states, all undergraduate students must complete all degree requirements prior to participating in commencement exercises.

Dr. Harrington stated that he would meet with the vice presidents for instruction at the community college level to collaborate on ways the University can increase academic course articulation. The University is considering ways to facilitate the transition from a community college to the University and vice versa.

As an action item, Dr. Harrington presented for approval the candidates that the General Faculty recommended for degrees at winter commencement (**Attachment 5**).

**ACTION
2009-48**

Upon motion made by Donna Lowry, seconded by Arjay Quizon, and unanimously carried, the Board of Trustees approved degree candidates as consistent with the recommendations of the General Faculty, and further authorized the administration to proceed with necessary actions to confer degrees at the winter commencement on December 12, 2009 **(Attachment 5)**.

Also, for action, Dr. Harrington presented for approval a request made by General Administration for all campuses to review their Administrative Separation and/or Retreat Policy to make sure they are in alignment with the Board of Governors' policy. Upon review of the current UNCP policies regarding separation from administrative responsibilities and retreat to a faculty position for academic administrators and deans (12 month employees), UNCP Faculty Handbook: 3-17 Policy on Administrative Separation and Retreats to Faculty Positions is in compliance with the UNC Policy Manual 300.1.6 [R] Regulations on Administration Separation and/or Retreat to a Faculty Position. However, there is incongruence between the UNC Policy Manual and the UNCP Policy addressing the retreat of nine-month faculty serving in the administrative capacity of the academic department Chair. Under the current policy, while serving as Chair, the individual would receive a stipend of ten percent of his/her base salary. At the end of the Chair's tenure and upon his/her return to full-time teaching, he/she would retain twenty-five (25) percent of the stipend for three years service as Chair and fifty (50) percent of the stipend for serving as Chair for six years. This would be added to the faculty person's base salary when he/she returned to their full-time teaching responsibilities. The policy was revised and approved by Faculty Senate to prohibit the retention of any portion of the administrative stipend following the return to full-time teaching.

**ACTION
2009-49**

Upon motion made by Lorna Ricotta, seconded by Thomas Nance, and unanimously carried, the Board of Trustees approved the revision of the UNCP Faculty Handbook: 3-17 Policy on Administrative Separation and Retreats to Faculty Positions to be in compliance with the UNC Policy Manual 300.1.6 [R] Regulations on Administration Separation and/or Retreat to a Faculty Position by prohibiting department Chairs from keeping any portion of the administrative stipend following the return to full-time teaching (**Attachment 6**).

Advancement

Vice Chancellor Sandra Waterkotte gave a summary of the Advancement report (**Attachment 7**).

Ms. Waterkotte announced her Division would host the annual Alumni Drop-In at the Chancellor's Residence on December 11, 2009, which will include guests from the Pembroke Chamber. She stated that during these tough economic times it is necessary to combine events in order to get the most for the University's money and to be good stewards of its funds.

She gave a summary report on the re-organization within Advancement since the position of Associate Vice Chancellor for Advancement and Director of Major and Planned Gifts was eliminated during the budget reduction. Re-organization and current personnel changes are as follows:

- Ms. Alisia Oxendine, Director of Major Gifts
- Ms. Alison DeCinti, Assistant Director of Corporate and Foundation Relations
- Ms. Teresa Oxendine, Assistant Vice Chancellor and Director of Development

Ms. Waterkotte announced that Advancement would host a reception prior to the showing of "Looking for Miss Locklear" in GPAC. This event is sponsored by the generosity of Ms. Donna Lowry and Caring Touch Home Health Care, Inc.

Athletics

Mr. Dan Kenney, Director of Athletics, introduced the outstanding athletes and coaches in the Football and Men's Cross Country programs. Mr. Kenney recognized alumnus Gary Aycock, Cross Country Coach, in his first season with UNCP, and student athlete Pardon Ndhlovu, a freshman from Harare, Zimbabwe. Pardon in his first year at UNCP received the first ever NCAA

Division II All-American award in Cross Country at UNCP. Also, the Women's Cross Country team received the Sportsmanship award. Coach Pete Shinnick was unable to join the meeting due to recruiting responsibilities.

Following the introduction of the guests, Mr. Kenney asked if there were any questions concerning the Athletics Report (**Attachment 8**).

Finance and Audit/Business Affairs

Vice Chancellor Neil Hawk gave a summary of the Business Affairs report (**Attachment 9**).

As an action item, Mr. Hawk presented two resolutions for consideration and approval. The first resolution regarded authorizing agreements relating to performance contracting and the selection of an energy services company (ESCO). The UNC System (General Administration) supports this initiative and directed all campuses to pursue performance contracting as a means of meeting the energy savings mandated by Senate Bill 668. Senate Bill 668 requires that state-owned facilities reduce energy consumption by twenty percent (20%) by 2010 and thirty percent (30%) by 2015. Performance contracting is one of the components to help achieve this goal. The resolution was to engage the services of Siemens, an independent contractor, to assist with the methods and means of reducing energy consumption in Old Main, Oxendine Science Building, Livermore Library and Jones Athletic Center.

Mr. Hawk reported that an audit would be conducted and at the conclusion there would be three options:

1. The ESCO can withdraw if the proposed project is not feasible. There is no cost to UNCP if this option is exercised.
2. UNCP can withdraw if the guaranteed savings is more than 10% less than projected in the preliminary audit. There is no cost to UNCP if chosen.
3. UNCP can withdraw even if the project is feasible and the savings falls within 10% of the preliminary projection. In this case, UNCP is liable for the cost (\$45,000) of the investment grade audit.

**ACTION
2009-50**

Upon motion made by Thomas Nance, seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved the resolution authorizing agreements relating to performance contracting and the selection of Siemens as the ESCO for this endeavor, as detailed in the proposed resolution presented by the University (**Attachment 10**).

Mr. Hawk requested the approval of a resolution regarding the construction of a new 480-bed residence hall, with a projected completion date of August 2011.

Dr. Freda Porter recused herself due to a familia relationship with one of the owners of MetCon, the construction company selected for the dorm project. Mr. Dick Taylor recused himself due to his membership on the UNCP Foundation Board. Ms. Arlinda Locklear presided over the voting of this resolution.

**ACTION
2009-51**

Upon motion made by Donna Lowry, seconded by Arjay Quizon, and unanimously carried by those present except the two (2) recusals, the Board of Trustees approved the resolution authorizing agreements relating to construction of additional student housing, as detailed in the proposed resolution (**Attachment 11**).

Enrollment Management

Vice Chancellor Jackie Clark gave a summary of the Enrollment Management report (**Attachment 12**).

Ms. Clark gave a presentation on recruitment advertising. She explained that the focus group that worked on this project targeted an audience of high school juniors and seniors. Addressed were four major core objectives: (1) emotion; (2) quality of product; (3) energy and excitement; and (4) progressive place with high values and expectations. The presentation built on the word "BRAVE" as an adjective not a noun.

Student Affairs

Vice Chancellor Diane Jones gave a summary of the Student Affairs report (**Attachment 13**).

As an action item, Dr. Jones presented a proposal for the 2010-11 campus-initiated tuition and student fees. Dr. Jones noted that UNC Board of Governors' guidelines require all campuses to go through an extensive process that includes a student fee committee comprised of students, staff and faculty. The committee reviewed departmental requests for new or increased funding with the results culminating in a formal recommendation to the Chancellor.

Dr. Jones presented, on behalf of the University, the recommended increases for tuition, student fees and miscellaneous fees.

ACTION 2009-52

Upon motion made by Robin Cummings, seconded by Donna Lowry, and unanimously carried, the Board of Trustees approved the recommended 2010-11 tuition increase for in-state and out-of-state students recommended by Chancellor Jenkins (**Attachment 14**).

ACTION 2009-53

Upon motion made by Raymond Pennington, seconded by Arlinda Locklear, and unanimously carried, the Board of Trustees approved Chancellor Jenkins' recommended 2010-11 student fees, resulting in an increase of \$41.00 in three categories: Athletics, Student Activities and Education and Technology (**Attachment 14**).

ACTION
2009-54

Upon motion made by Arjay Quizon, seconded by Robin Cummings, and unanimously carried, the Board of Trustees approved the 2010-11 miscellaneous fee schedule as recommended by the University (**Attachment 15**).

In summary, Dr. Jones reported that after speaking with her colleagues across the state, UNCP had one of the lowest increases within the state. She commended the University for keeping the cost down for students.

University & Community Relations

Vice Chancellor Glen Burnette gave a summary of the University & Community Relations report (**Attachment 16**).

Among many highlights, Dr. Burnette reported that University and Community Relations established University “Twitter” and “Facebook” accounts for users of these social networks. Links for both networks are on the University’s homepage.

Dr. Burnette reported on two social events that University and Community Relations hosted on behalf of the University: (1) Holiday Ball, December 4, 2009 and (2) Commencement, December 12, 2009. UNCP had 100 graduates more than it had this time last year.

CHANCELLOR’S REPORT

Chancellor Jenkins spoke briefly concerning the issue of retention and graduation rates. The UNC System continues to discuss connecting growth, retention and graduation rates along with funds. He stated that a number of states across the nation are dealing with this issue. Dr. Jenkins said this is by far the number one issue to deal with during this academic year. UNCP has re-energized its efforts on this project and Dr. Jenkins has appointed a 21-person steering committee to analyze this issue. The committee will review admission standards, the freshman seminar course, financial aid activities, student activities and services, advisement, student housing and commuter and transfer student issues.

Dr. Jenkins highlighted some of the factors that contribute to retention and graduation rates: high commuter population, high minority population, first generation students, high number of students receiving financial aid, and less selective admission standards. He stated, UNCP must give students access to higher education while providing them with a quality experience. Dr. Jenkins also reported that when he spoke with faculty about increasing retention and graduation rates, he emphasized that it did not mean the University would lower its standards. He further

stated that peer institutions with similar student bodies have similar problems with retention and graduation rates. However, UNCP does not have a true peer institution.

Dr. Jenkins stated that he had recently received encouraging feedback on the supplemental instruction and 2+1 English and Writing programs. He informed the Board that UNC General Administration had worked with the State Legislature to secure UNCP an additional \$300,000 to help improve retention and graduation rates.

Dr. Beverly King, Assistant Vice Chancellor for Institutional Effectiveness, along with Ms. Jackie Clark led a discussion on retention and graduation rates (**Attachment 17**).

OLD BUSINESS

None

NEW BUSINESS

Chancellor Search Committee Update

Chairwoman Porter provided the Board with a copy of the ad for the Chancellor's position description along with the Leadership Profile. She reported that ads had been placed in numerous publications throughout the nation with a recommended date for individuals to apply by December 20, 2009 (**Attachment 18**).

OPEN DISCUSSION FOR TRUSTEES

Several of the Trustees asked if they could receive e-mail copies of press releases prepared by the University.

ANNOUNCEMENTS

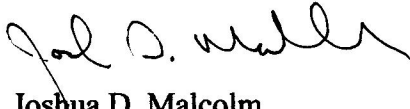
Chairwoman Porter thanked the staff for their work in preparing for the meeting and thanked the Trustees for attending.

She also encouraged Trustees to review the announcements and printed materials in their packet.

ADJOURNMENT

There being no further business to come before the Board, Chairwoman Porter proposed a privileged motion to adjourn and there were no objections. The meeting adjourned at 4:28 PM.

Respectfully submitted,



Joshua D. Malcolm
Assistant Secretary



Janet L. Taylor
Recording Secretary

Attachments:

1. Regular Board Meeting Minutes, September 10, 2009
2. Special Called Meeting, October 9, 2009
3. Executive Committee Meeting Minutes, November 18, 2009
4. Academic Affairs Report
5. December 2009 Candidates for Degree
6. Administrative Separation and/or Retreat to a Faculty Position
7. Advancement Report
8. Athletics Report
9. Finance and Audit/Business Affairs Report
10. Resolution Agreement Relating to Performance Contracting
11. Resolution Agreement for New Student Housing
12. Enrollment Management Report
13. Student Affairs Report
14. Proposal for 2009-10 Campus-Initiated Tuition and Student Fees
15. Proposal for 2009-10 Miscellaneous Fees
16. Retention Report
17. University and Community Relations Report