

**MINUTES OF THE MEETING OF  
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE  
BOARD OF TRUSTEES  
Thursday, December 2, 2010 at 1:30 PM**

The meeting of The University of North Carolina at Pembroke Board of Trustees was held in the Faculty Dining Room of the James B. Chavis University Center. Chairwoman Freda Porter called the meeting to order at 1:41 PM.

**PLEDGE OF ALLEGIANCE**

Paul Willoughby led the group in the Pledge of Allegiance.

**ROLL CALL**

Roll was called and the following Trustees were present:

Breeden Blackwell  
Arlinda Locklear  
Donna Lowry  
Thomas Nance  
Raymond Pennington  
Freda Porter  
Richard Taylor  
Paul Willoughby  
Arjay Quizon  
Robin G. Cummings  
Lorna Ricotta  
Newy Scruggs  
Alan Thompson

Also attending were: Chancellor Kyle R. Carter; Provost and Vice Chancellor William Gash, Academic Affairs; Director Dan Kenney, Athletics; Vice Chancellor Neil Hawk, Business Affairs; Vice Chancellor Jackie Clark, Enrollment Management; Vice Chancellor Diane Jones, Student Affairs; Associate Vice Chancellor Robert Orr, Division of Information Technology; Vice Chancellor Glen Burnette, Jr., University and Community Relations; Joshua D. Malcolm, University Counsel and Assistant Secretary to the Board of Trustees; Greg Carter, Chancellor's Office; and Recording Secretary to the Board of Trustees Kindra Locklear, Chancellor's Office.

**INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS**

Chairwoman Porter welcomed Mr. Steve Devon, from *The Fayetteville Observer* newspaper and Public Communications Specialist Mr. Scott Bigelow, University and Community Relations.

## **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 Ethics Statement was read and no member made known any conflicts of interest or appearance of conflict.

## **ADDITIONS/DELETIONS TO THE AGENDA**

Mr. Joshua Malcolm, University Counsel and Assistant Secretary to the Board of Trustees, noted that the agenda had been modified to include item number 15, closed session.

### **ACTION**

**2010-32**

Upon motion made by Breeden Blackwell, seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved the addition to the agenda. (**Attachment 1**)

## **APPROVAL OF MINUTES**

Minutes were presented for the following meetings with the corrections to the draft minutes noted:

- Board of Trustee Meeting Minutes, September 23, 2010
- Executive Committee Meeting Minutes, November 16, 2010

### **ACTION**

**2010-33**

Upon motion made by Raymond Pennington, seconded by Breeden Blackwell, and unanimously carried, the Board of Trustees approved the minutes for the September 23, 2010 Board Meeting, and the Executive Committee Meeting on November 16, 2010. (**Attachment 2 & 3**)

## **CHANCELLOR'S REPORT**

Chancellor Carter stated that he created a written Chancellor's Report for this meeting. He acknowledged that the Board had a full agenda and he would not comment on the report unless there were specific questions.

Trustee Robin Cummings requested further detail regarding the Provost Search. Chancellor Carter stated that the third candidate, Dr. Debra Thatcher, will be on campus today and is in the process of being interviewed by various groups including an individual interview with him. Chancellor Carter informed the Trustees of Thatcher's background. He stated that there is an open forum today and the Board of Trustees are invited to attend. He affirmed that he will meet with the search committee and the Executive Staff to get their input regarding the candidates. He also informed the Trustees that the position is open until filled. Trustee Breeden Blackwell stated that he will support whomever the Chancellor recommends.

## **GENERAL ADMINISTRATION'S PERFORMANCE FUNDING PLAN**

Dr. Bill Gash, Provost and Vice Chancellor for Academic Affairs, referred the Trustees to attachment 6, General Administration's Performance Funding Plan. He stated that there is discussion and a plan by General Administration to institute the Performance Funding Plan. Dr. Gash acknowledged that the performance plan is expected to go before the Board of Governors in the spring of 2011 for approval. Dr.

Gash informed the Trustees that the variables used in the performance model included retention rates, graduation rates, and degrees awarded. He referred the Trustees to page 2 of attachment 6, which showed the retention rates of all UNC institutions. He stated that UNCP's 2009 goal for freshman to sophomore retention was 70.8% and our actual retention rate was 67.5%. Dr. Gash explained that if this performance plan is used, the University will suffer financially because UNCP has not reached its goals in the past few years, as shown in the graph in attachment 6, page 2.

Dr. Gash reviewed the performance plan which included graduation rates (pg. 3). As an example, he explained that based on a six-year graduation plan, the 2003 entering class goal was for 36%. The actual graduation rate in six years (2009) was 34.1%. Dr. Gash informed the Trustees that we are not allowed to count students that attend the University and transfer to another UNC institution.

### **BUDGET REDUCTION PLAN UPDATE**

Mr. Neil Hawk, Vice Chancellor for Business Affairs, explained that the University is working on a detailed budget plan for a potential 5% and 10% budget cut. Mr. Hawk stated that the University recently provided the Board of Governors with a prepared macro plan for potential budget cuts for FY 2011-12. Mr. Hawk explained that a Budget Advisory Committee, consisting of himself and other administrators, faculty, and students, has been formed and are currently working on committee assignments.

### **BOARD OF TRUSTEES FORMAT**

Chancellor Carter explained that he and Chairwoman Porter discussed the Board's meeting format. He explained that he and Chairwoman Porter would like to have feedback from the Trustees regarding the option of a one day or a two day format. He explained that the one day format would begin in the morning and continue throughout the evening, and may include a dinner/social. Chairwoman Porter explained that most of the work would take place within a committee structure. The two day format may include a Thursday evening dinner/social and a Friday morning meeting. After several comments from the Trustees, the group unanimously agreed on the one day meeting format.

### **PRELIMINARY PLANNING FOR CAPITAL CAMPAIGN**

Ms. Sandy Waterkotte, Vice Chancellor for Advancement, reported that the Advancement office is planning for a capital campaign. She distributed a handout which contained the various phases for the university-wide comprehensive campaign.

### **ACADEMIC AFFAIRS**

#### **International Studies**

Dr. James Callaghan, Associate Vice Chancellor for International Programs, explained that International Programs is dedicated to student and faculty success. He explained that several students and faculty members at UNCP participate in various study abroad programs each year. He introduced Ms. Robyn Deemer, Study Abroad Coordinator, and three students who in turn explained why the program was important to them and detailed their experiences while studying abroad. The students, Mr. James Bell (studied in China), Ms. Amy Creamer (studied in Italy and Poland) and Mr. Doc Dillard (studied in Mexico, South Korea, and Vietnam), all participated in various study abroad adventures and were all appreciative of the opportunity to be part of study abroad programs. Each student detailed their study abroad experience and explained how the program had touched their lives.

## **THEMES FROM LISTENING TOUR/STAKEHOLDERS SURVEY**

Chancellor Carter explained that a report detailing the findings of the stakeholders' survey and the themes for the listening tour will be distributed to the public at the end of January. Chancellor Carter stated that there were 9 stops in 11 counties at various community colleges in UNCP's catchment area. He explained that there was a team of faculty members that he selected to participate in the visits and prepare a report regarding the tour.

Chancellor Carter stated that there were several re-occurring themes, which included: looking for UNCP to help with social issues (help with the high number of high school drop outs); healthcare (establishment of Masters in Nursing and Doctorate in Physical Therapy); and more programs in technology, etc. Chancellor Carter stated he received a lot of good information on his tour and that he was excited to review the findings.

### **Faculty Senate Report**

Dr. Ramin Maysami, Faculty Senate Chair, gave the Trustees an overview/update on various topics that are currently presiding before the Faculty Senate. He stated that the Faculty Senate is involved in the provost search process and plans to make recommendations to the search committee. He informed the Trustees that SACS approved the Quality Enhancement Plan (QEP), which was also approved by Faculty Senate. Students will be required to complete three writing intensive classes in their discipline as part of their graduation requirements. Dr. Maysami also stated that, subject to Senate approval, School of Arts and Sciences will be offering a minor in Terrorism starting Fall 2011, which will be the first in the UNC system.

### **Consideration and request for approval to award degree at commencement on December 11, 2010 as recommended by the Faculty**

Dr. Bill Gash presented the Trustees with the proposed fall 2011 graduates. Dr. Gash stated that he recommends the Board confer the appropriate degree to the individuals whose names appear in attachment 8. This is subject to final verification of completion of all University requirements and pending final approval by the faculty.

#### **Action 2010-34**

Upon a motion made by Alan Thompson, seconded by Breeden Blackwell, and carried unanimously, the consideration and request for approval to award degrees at commencement on December 11, 2010 as recommended by the Faculty was approved. **(Attachment 8)**

Dr. Porter ask the trustees to go into closed session to discuss personnel matters.

Upon motion made by Donna Lowry, seconded by Thomas Nance, and carried unanimously, the Board of Trustees approved the motion to go into closed session to discuss confidential personnel matters and to prevent the disclosure of such information which is confidential pursuant to the laws of this State under the N.C. General Statutes Sections 143-318.11(a)(1).

**CLOSED SESSION**

*(Minutes of the Closed Session are stated in a separate document.)*



Upon motion made by Robin Cummings, and seconded by Raymond Pennington, and carried unanimously, the closed session portion of the meeting was adjourned, for purpose of returning to open session.

At 3:54 PM, after closed session, the Trustees took a five minute break. Trustee Newy Scruggs and Trustee Alan Thompson dismissed themselves from the remainder of the meeting.

**Enrollment Management – Native American Recruitment**

Ms. Jackie Clark, Vice Chancellor for Enrollment Management, stated there has been an increased focus on Native American recruitment. Ms. Clark stated that Trustee Arlinda Locklear identified several Northeast tribes and tribal communities that would be areas to target for recruitment.

**Campus Initiated Tuition Increase**

Dr. Diane Jones, Vice Chancellor for Student Affairs, stated that a UNCP Tuition and Student Fee Committee was formed, which includes faculty, staff and students. She stated that the UNCP Tuition and Student Fee Committee have requested \$141.00 for the campus initiated tuition increases which represents a 5.3% increase.

**Action  
2010-35**

Upon a motion made by Raymond Pennington and seconded by Breeden Blackwell and carried unanimously, the campus-initiated tuition increase for 2011-2012 was approved. **(Attachment 9)**

**Student Activity Fees**

Dr. Diane Jones stated that the Chancellor is recommending an \$18 increase to student health fees and a \$10 increase for the student activity fees. She also stated that a \$50 fee for debt service is being requested in order to renovate and expand the current Student Health Center. The student fee increase would total 6% increase.

**Action  
2010-36**

Upon a motion made by Arlinda Locklear and seconded by Breeden Blackwell and carried unanimously, the proposed UNC Pembroke Student Fee Request 2011-2012 was approved. **(Attachment 9)**

**Miscellaneous Fees**

Dr. Diane Jones asked the Trustees to refer to the proposed 2011-12 miscellaneous fees for Board action.

**Action  
2010-37**

Upon a motion made by Breeden Blackwell and seconded by Arlinda Locklear and carried unanimously, the proposed UNC Pembroke Miscellaneous Fees for 2011-2012 was approved. (**Attachment 10**)

**OLD BUSINESS**

**NEW BUSINESS**

Mr. Joshua Malcolm stated the new trustee website has been set-up for pre-meeting materials. He stated that in the future there will not be an email with attachments sent to Trustees, but rather all documents loaded on the website for perusal prior to the meeting. He verified that the website will be password protected and will be updated prior to each Board meeting.

**ANNOUNCEMENTS**

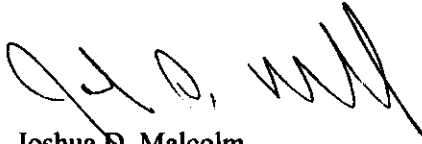
Chairwoman Porter made the following announcements:

1. The Chancellor's Holiday Gala is **Friday, December 3, 2010**, from 8:00 PM until 11:00 PM at the University Center Annex. Trustees are invited to attend.
2. The Alumni Holiday "Drop-In" at the Chancellor's Residence will be held on **Friday, December 10, 2010**, from 5:30 PM to 8:30 PM. Please join Dr. and Mrs. Carter for a warm celebration of the season with friends.
3. Winter Commencement is **Saturday, December 11, 2010** at 10:00 AM in the Jones Health & PE Center. Trustees are asked to arrive at **Room 1167** in the **Jones Health & PE Center** to don their regalia, by 9:15 AM. Reserved parking is in Lot # 16A.
4. The next meeting of the BOT Executive Committee is scheduled for **Wednesday, February 9, 2011**, at 12:00 PM in the Chancellor's Dining Room.
5. The next regular meeting of the Board of Trustees will be held on **Thursday, February 17, 2011**, at 1:00 PM in the Lumbee Hall Board Room, 423. Lunch for trustees will be served prior to the meeting at 11:45 AM in the Chancellor's Dining Room.

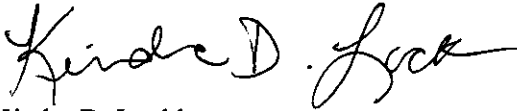
**ADJOURNMENT**

Upon motion made by Trustee Arlinda Locklear, seconded by Trustee Thomas Nance, and unanimously carried, the meeting was adjourned.

Respectfully submitted,



Joshua D. Malcolm  
Assistant Secretary



Kindra D. Locklear  
Recording Secretary

**Attachments:**

1. Agenda, Regular Board meeting, December 2, 2010
2. Minutes, Board of Trustee meeting, September 23, 2010
3. Minutes, Board of Trustee Executive Committee meeting, November 16, 2010
4. August 5-6, 2010 Retreat Survey results
5. Chancellor's Report
6. General Administration Performance Funding
7. Preliminary Planning for Capital Campaign
8. 2010 December Graduates
9. Campus Initiated Tuition Increase (CITI) and Student Fees
10. Miscellaneous Fees