

**MINUTES OF THE MEETING OF
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
BOARD OF TRUSTEES
Thursday, February 17, 2011 at 1:00 PM**

The meeting of The University of North Carolina at Pembroke Board of Trustees was held in the Chancellor's Dining Room of the James B. Chavis University Center. Chairwoman Freda Porter called the meeting to order at 1:04 PM.

PLEDGE OF ALLEGIANCE

Robin Cummings 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
Raymond Pennington
Freda Porter
Richard Taylor
Paul Willoughby
Arjay Quizon
Robin G. Cummings
Lorna Ricotta

Absent:

Thomas Nance
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; Joshua D. Malcolm, General Counsel and Assistant Secretary to the Board of Trustees; Greg Carter, Chancellor's Office; and Recording Secretary to the Board of Trustees Janet Taylor, Chancellor's Office.

INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS

Chairwoman Porter welcomed Dr. Cheryl Ransom Locklear and Dr. Dudley Flood from the UNC Board of Governors; Ms. Jenelle L. Handcox, Director of Financial Aid; Mr. Henry Schlesinger, Sun Guard/Banner Relationship Manager; 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/or the appearance of a conflict of interest. The pre-recorded Ethics Statement was played. No member made known any conflicts of interest.

ANNOUNCEMENTS

Chairwoman Porter announced that Ms. Sandy Waterkotte, Vice Chancellor for Advancement, was on extended leave, effective February 11, 2011. Chairwoman Porter indicated that Ms. Waterkotte would retire from the University in the next few months.

ADDITIONS/DELETIONS TO THE AGENDA

Mr. Joshua Malcolm, General Counsel and Assistant Secretary to the Board of Trustees, noted that the agenda had been modified to include item number 13, closed session.

ACTION 2011-04

Upon motion made by Breeden Blackwell, seconded by Donna Lowry, 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, December 2, 2010
- Special Called Meeting Minutes, December 20, 2010
- Special Called Meeting Minutes, February 9, 2011
- Executive Committee Meeting Minutes, February 9, 2011

ACTION 2011-05

Upon motion made by Paul Willoughby, seconded by Lorna Ricotta, and unanimously carried, the Board of Trustees approved the Regular Board Meeting on December 2, 2011, Special Called Meeting on December 20, 2011, Special Called Meeting on February 9, 2011 and the Executive Committee Meeting on February 9, 2011. (Attachment 2, 3, 4 & 5)

CHANCELLOR'S REPORT

Chancellor Carter stated that his report would mainly consist of individuals who had been and/or continue to work on various projects on the behalf of UNCP.

Report on the UNCP Listening Tour

Dr. Kyle Carter conducted a Listening Tour during October and November 2010, which included nine sessions on regional community college campuses and UNCP. Community members had the opportunity to offer feedback and suggestions for how UNCP could better serve the region. Accompanying Chancellor Carter were five UNCP faculty members, who together constituted the Scholars Council:

- Dr. Mark Canada, Professor and Associate Dean, College of Arts and Sciences;
- Dr. Eric Dent, Professor, Management, Marketing and International Business;
- Dr. Warren Eller, Associate Professor, Public Administration;
- Dr. Angela Holman, Assistant Professor, School Administration and Counseling; and
- Dr. Patricia Sellers, Assistant Professor, Biology.

The Scholars Council documented the feedback and input that came from community members during the sessions on the Listening Tour. They shared their findings with the Board and discussed the contents of their written report. **(Attachment 6)**

The Scholars Council reported that participants praised UNCP for existing programs and its role in strengthening local communities and economies. Many believe that UNCP enhances the region through entertainment and athletic activities, as well as partnerships with regional community colleges and employers. UNCP also received high marks for its “personal touch” approach to education and its support for non-traditional students. Some participants suggested that UNCP be more visible in some counties and enhance its marketing strategies.

Participants made several suggestions for modifying or expanding academic programs. In the field of health care, some encouraged Chancellor Carter to offer undergraduate and graduate programs in physical therapy, particularly at the doctoral level, as well as a master’s degree in nursing. Several other programs or areas of specialization, such as health administration and occupational therapy, were also mentioned.

Suggestions for educational programming included undergraduate programs that prepared teachers for the reality of social issues facing many children and youth in the region, graduate programs that specialized in early childhood education, and programming that includes communication and/or speech language pathology. It was suggested that mechanisms or programs that encourage the transition from associate’s degrees in education to a bachelor’s of education at UNCP were also needed. Related to business, industry, and governance, participants recommended that academic programming be inclusive of sustainable technologies, that it is connected to workforce and business development in the region, and that responds to the impending need for local government administrators.

Participants suggested that UNCP serve distance education students, including working adults, by increasing the availability of courses offered through video-conferencing and by offering more online courses and programs. Participants suggested that UNCP respond to military and veteran students who have a specific need for 8-week classes and who would also benefit from a veteran-specific orientation to UNCP.

Participants identified two ways in which UNCP could help with accommodating an aging population in the context of youth migration out of the region. One is to focus on elder care and gerontology through academic programming and research. The other is to focus on programs and initiatives that engage youth as a means of promoting their retention in the region. Suggestions for youth engagement include service learning through internships and vocational education, the establishment of ambassador or other programs to attract high-school graduates to UNCP, the development of initiatives that respond to the specific needs of first-generation college students, and the establishment of an Early College program at UNCP. The participants offered Chancellor Carter several ways in which UNCP could encourage regional economic development. These include creating partnership between students and faculty (internships and research) that promote local and small business development, strengthening partnerships with local chambers of commerce, and engaging in economic revitalization initiatives, such as the creation of regional research parks. Several specific topics related to governance included grant-writing training and services, as well as leadership and internship in public and non-profit sectors.

Several participants called on faculty, administrators, and transfer students to work together to strengthen the partnerships between UNCP and community colleges (CCs). To streamline the transfer of academic credit, UNCP could evaluate articulation agreements to maximize transfer credit, appoint a UNCP representative to each CC to advise students on transfer issues, and offer more UNCP courses on CC campuses. To improve the transition of community college students, UNCP could expand students' and administrators' access to admission and transfer information, provide mentorship opportunities to CC students, and work with CCs on improving academic skills required for university study. Faculty-faculty partnerships, through research and educational initiatives, as well as through exchange visits and formal luncheons, were identified as a way to strengthen ties among institutions. Finally, it was suggested that there be more opportunities for UNCP faculty, CC faculty, and CC students to engage in courses that assist in accreditation or degree requirements.

Trustees asked questions and made comments at the conclusion of the Scholar Council's Report. Chairwoman Porter again thanked the Scholars Council for the information and their participation in the Listening Tour.

At approximately 1:30 PM, Trustee Donna Lowery dismissed herself from the remainder of the meeting.

Installation

Chancellor Carter introduced Mrs. Patricia Fields, Executive Director, Givens Performing Art Center and Chair of the Installation Committee. Mrs. Fields stated that the official Installation Ceremony would be held on Friday, April 15th at 2:00 PM in the Givens Performing Arts Center. She noted that while official invitations were forthcoming, she would like to personally invite the Trustees to attend the ceremony and participate in the procession. Mrs. Fields then reviewed the events and activities scheduled for April 11th thru 15th. She reported that no state funds would be used to support the Installation activities. Mrs. Fields also encouraged Trustees to consider supporting the Installation by becoming a sponsor. She reported that while donations at any level were greatly appreciated, sponsorship opportunities began at the \$500 level.

President Thomas Ross Visit

Chancellor Carter provided a brief report on President Thomas Ross's visit to campus on February 2nd and 3rd. Chancellor Carter shared with the Trustees how impressed President Ross was with the campus. President Ross told Chancellor Carter how impressed he was with the level of student involvement and engagement. Chancellor Carter mentioned that President Ross was impressed with the open form for faculty, staff and students and his tour of Old Main, the UNCP Regional Center for Economic, Community and Professional Development at COMTech and the science labs. Chancellor Carter stated he felt good about the impression the University made on President Ross.

CAMPUS CONSTRUCTION UPDATE

Mr. Neil Hawk, Vice Chancellor for Business Affairs, gave the Trustees an update on campus construction. Mr. Hawk reviewed three current projects, including the total budget and funding sources for each project:

- (1) Nursing and Health Professions Building;
- (2) Cypress Hall (new dormitory); and
- (3) Student Health Services, Counseling and Testing Facilities.

Following Mr. Hawk's presentation, there was some discussion among Trustees concerning the projects.

Chancellor Carter told the Trustees he would schedule a tour for the April Board meeting for them to see the projects. (Attachment 7)

LINES OF COMMUNICATION

Chancellor Carter spoke with the Trustees concerning communications between the Board and University. Chancellor Carter stated that Mr. Joshua Malcolm, Assistant Secretary of the Board, remains the primary and official channel of communication between the University and the Board. Chancellor Carter suggested a clear understanding of lines of communication may be helpful in the coming months and to ensure the University was following best practices in higher education for such dialogue. (Attachment 8)

BUDGET REDUCTION PLAN UPDATE

Mr. Neil Hawk, Vice Chancellor for Business Affairs, gave the Trustees an update on the budget reduction plan. Mr. Hawk reviewed with the Trustees some guiding principles used during budget discussions:

- Elimination and/or consolidation of programs or organization structure;
- Cross training of personnel to match peaks and valleys in work loads;
- Cost shifting that will result in reducing state expenses;
- Flex scheduling that will decrease state expenses;
- Reducing employee contract periods: 12 months to 10 or 9 months;
- Seeking alternative sources of income: new ventures, raising fees, seeking grant funding, etc.;
- Operational and travel money;
- Elimination of student support may be counter productive;
- University must maintain contact with important constituents; and
- Must reduce/consolidate events so non-state funds can be shifted to essential operations.

He continued by breaking the entire budget down my divisions. Trustees were given an opportunity to ask questions. (Attachment 9)

LEGAL ISSUES SURROUNDING BUDGET CUTS

Mr. Joshua Malcolm, General Counsel, presented a Power Point presentation on information concerning the legal issues surrounding budget cuts. (Attachment 10) Mr. Malcolm explained that that are basically three types of employees on campus: (1) tenured and/or tenured track faculty; (2) EPA non-teaching staff; and (3) SPA staff. He explained the budget ramifications as it relates to the University for each type of employee.

After Mr. Malcolm's report was concluded, Dr. Porter asked the Trustees to go into closed session to discuss consideration of honorary degree, scholarship, prize or similar award.

Upon motion made by Raymond Pennington, seconded by Paul Willoughby, and carried unanimously, the Board of Trustees approved the motion to go into closed session to discuss prevent the premature disclosure of an honorary degree, scholarship, prize or similar award which is confidential pursuant to the laws of this State under the N.C. General Statute Section 143-318.11(a)(2).

CLOSED SESSION

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



Upon motion made by Breeden Blackwell, and seconded by Arlinda Locklear, and carried unanimously, the closed session portion of the meeting was adjourned, for purpose of returning to open session.

After closed session, the Trustees took a five minute break. Chairwoman Porter announced there was no action taken during closed session.

DIVISIONAL REPORTS

Faculty Senate Report

Dr. Ramin Maysami, Faculty Senate Chair, stated the Faculty Senate had only one meeting since the last Board meeting. He stated that the Faculty Senate has been and continues to be concerned with the budget issues and wanted to make sure all information was as transparent as possible. He reported Mr. Neil Hawk, Vice Chancellor for Business Affairs, had conducted two special meeting on budget issues with the Faculty Senate.

Academic Affairs

Trustees Taylor and Cummings discussed information in the written report concerning a \$5,000 grant from the Exxon Corporation for programs in the School of Education. Both encourage the University to publicize this type information more often, so it would encourage more faculty members to seek grants.

Chairwoman Porter spoke concerning the Quality Enhancement Plan (QEP), specifically the writing component. She expressed concerns regarding how budget cuts and may affect the QEP. Dr. William Gash, Interim Vice Chancellor for Academic Affairs, assured the Trustees that the QEP project is on schedule to begin offering courses in the fall for transfer students and incoming freshmen. He continued by stating the faculty were very supportive of the project.

Advancement

Chairwoman Porter thanked Dr. Cheryl Locklear, Board of Governors representative, for being the key note speaker at the Graduate Brunch on November 10, 2010.

Athletics

Mr. Dan Kenney, Director of Athletics, stated the Spring 2010 average student GPA was 2.51 while the average student athlete GPA was 2.83. He went on to say this speaks well of our 350 student athletes and their commitment to academics.

Enrollment Management

Ms. Jackie Clark, Vice Chancellor for Enrollment Management, reviewed with the Trustees how General Administration (GA) tracks graduation and retention rates for transfer students. Transfer students who have completed an Associate of Arts or Science Degree are counted in the retention rates. For fall 2006, 68% of the transfers returned in fall 2007; for fall 2007, 71% returned in fall 2008; for fall 2008, 72% returned in fall 2009; and for fall 2009, 77% returned in fall 2010.

Student Affairs

Dr. Diane Jones, Vice Chancellor for Student Affairs, stated that in the fall 2011 semester UNCP would require first year freshman to reside on campus for their initial academic year. For purposes of this requirement, a first year freshman residential student is defined as: any incoming student who will not be 21 years of age prior to August 1st of the initial enrollment year and who is registered for a course load of 9 credit hours or more. A first year freshman who transfers to UNCP during the spring semester with fewer than 12 hours of credit and falling within the age and course load requirements listed above will be considered first year freshmen and subject to this policy. This requirement may be waived if the student is: 1) living either with a parent or guardian; 2) married; 3) a parent or guardian with legal custody of children; 4) 21 years of age prior to August 1st; 5) a veteran; or 6) a student with a special need.

OLD BUSINESS

NEW BUSINESS

ANNOUNCEMENTS

Chairwoman Porter made the following announcements:

1. Two opportunities offered by Association of Governing Boards (AGB):
 - Webinar – February 25, 2011 – 12:00 PM - 1:00 PM
Embracing Change: It's the Culture
 - 2011 AGB National Conference of Trusteeship
April 3-5, 2011 – Los Angeles, CA
2. Founder's Day – Tuesday, March 15, 2011, at 3:00 PM, at GPAC. Reception immediately following.
3. Chancellor Kyle Carter Installation, Friday April 15, 2011.
4. NC Ethics Commission – Statement of Economic Interest must be filed no later than Friday, April 15, 2011. All covered persons must complete the long form.
5. The next meeting of the BOT Executive Committee is scheduled for **Thursday, April 21, 2011** at 12:00 PM in the Chancellor's Dining Room.
6. The next regular meeting of the Board of Trustees will be held on **Thursday, April 28, 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 at the Chancellor's Residence.

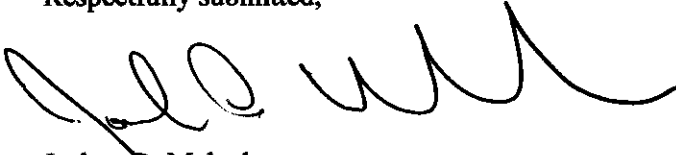
SPECIAL ANNOUNCEMENT

Dr. Cheryl Locklear, Board of Governors Representative, asked to be recognized by Chairwoman Porter.
Dr. Locklear thanked the Trustees for their service as Trustees.

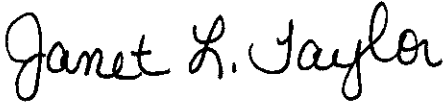
ADJOURNMENT

Upon motion made by Trustee Robin Cummings, seconded by Trustee Richard Taylor, and unanimously carried, the meeting was adjourned.

Respectfully submitted,



Joshua D. Malcolm
Assistant Secretary



Janet L. Taylor
Recording Secretary

Attachments:

1. Agenda, Regular Board Meeting, February 17, 2011
2. Minutes, Board of Trustee Meeting, December 2, 2010
3. Minutes, Special Called Meeting, December 20, 2010
4. Minutes, Special Called Meeting, February 9, 2011
5. Minutes, Executive Committee Meeting, February 9, 2011
6. Scholars Council Report on UNCP Listening Tour
7. Campus Construction Update
8. Memo – Communication with the Board of Trustees, dated January 7, 2011
9. BOT Budget Guiding Principles 2011-12
10. Legal Issues with Budget Reduction – Personnel
11. Divisional Reports