

**MINUTES OF THE MEETING OF
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
BOARD OF TRUSTEES
James B. Chavis University Center, Chancellor's Dining Room
Friday, April 22, 2016 at 8:30 AM**

The Trustees were led in a pre-meeting breakfast discussion by Dr. Mark Milewicz, dean of the Maynor Honors College, and Mr. Dick Christy, director of Athletics. Dr. Milewicz presented on the growth of the Honors College and strategies to garner more recipients of their scholarships. Mr. Christy discussed the development of corporate sponsorships throughout the community.

The meeting of the University of North Carolina at Pembroke Board of Trustees was held in the James B. Chavis University Center, Chancellor's Dining Room. Acting Chairman Michael Holmes called the meeting to order at 9:32 AM.

PLEDGE OF ALLEGIANCE

Trustee Michael Holmes led the group in the Pledge of Allegiance.

ROLL CALL

Roll was called, and the following Trustees were present:

Michael Holmes
Don Metzger
Wiley Barrett
Bob Caton
Pat Corso
Alphonzo McRae
Jarette Sampson
Larry Stone
Candace Locklear

Absent:

Kellie Blue
James Jones
Lorna Ricotta
Newy Scruggs

Also in attendance: Chancellor Robin G. Cummings; Provost and Vice Chancellor for Academic Affairs Zoe Locklear; Dr. Lisa Schaeffer, interim vice chancellor for Student Affairs; Carlton Spellman, interim vice chancellor for Finance and Administration; Wendy Lowery, vice chancellor for Advancement; Dick Christy, director of Athletics; Kelley Horton, chief audit officer; Dr. Scott Billingsley, associate provost; Dr. Elizabeth Normandy, associate vice chancellor for Planning and Accreditation; Dan Kenney, chief of staff; Joshua Malcolm, general

counsel and assistant secretary to the Board of Trustees; and Tina Rodgers, recording secretary to the Board of Trustees.

INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS

Acting Chairman Holmes recognized Governor Bob Rippy, UNCP liaison to the Board of Governors, who offered brief remarks.

ETHICS STATEMENT

Acting Chairman Holmes 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. Trustees were asked to read the preprinted ethics statement. No member made known any conflicts.

ADDITIONS/DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda (**Attachment 6**).

REQUEST FOR APPROVAL OF MINUTES

Minutes were presented for the following meetings:

- Board of Trustees Meeting Minutes, February 19, 2016
- Board of Trustees Meeting Minutes, Closed Session, February 19, 2016
- Board of Trustees Special Called Meeting Minutes, March 2, 2016
- Board of Trustees Special Called Meeting Minutes, Closed Session, March 2, 2016

ACTION 2016-07

Upon motion made by Alphonzo McRae, seconded by Jarette Sampson, and unanimously carried, the Board of Trustees approved the Board of Trustees Meeting Minutes for the following meetings: February 19, 2016; Closed Session, February 19, 2016; Special Called, March 2, 2016; Special Called, Closed Session, March 2, 2016 (**Attachments 7-10**).

CHANCELLOR'S REPORT

Chancellor Cummings directed the Trustees to read the full Chancellor's Report provided in their meeting materials (**Attachment 11**). He reported there have been several leadership hires, including Dr. Barry O'Brien, dean of the School of Business, and Jody Phelps, executive director for University Communications and Marketing. Ms. Phelps briefly introduced herself to the Board. Chancellor Cummings spoke of initiatives to increase the brand awareness of UNCP across several outlets, with an emphasis on social media. He also discussed the university's next steps since the passage of the Connect NC bond, which will allocate \$23 million toward a new School of Business building, and the role of the Office of Advancement in raising additional funds for that project. Chancellor Cummings then briefed the Board on a recent campus visit by

UNC President Margaret Spellings. He commended the Chancellor's Office staff for their work in scheduling and coordinating the Chancellor's Installation Week events.

Acting Chairman Holmes recognized Chancellor Cummings as the recent recipient of the 2015-16, John L. Sanders Student Award by the UNC Association of Student Governments, and commended his work as a strong advocate for students and student success.

COMMITTEE REPORTS

Audit and Ethics

Committee Chair Don Metzger reported the committee heard a summary of audit activities from Chief Audit Officer Kelley Horton since the last committee meeting in February. Two audits on the 2015-16 audit plan are nearing completion: internal controls and efficiency in Purchasing and cash receipting controls in Advancement. The NC State Auditor on April 7, 2016, released the audit report for FY ended June 30, 2015. The UNCP student financial aid finding from FYE June 30, 2014, was listed as having full corrective action. Ms. Horton reported her office is in the planning phase of the Student Financial Aid department audit, and are finalizing the Clery Act and Accounts Payable audits. Ms. Horton, along with one current and one former student intern, made a presentation at Fayetteville State during the Board of Governors meeting in March.

Educational Planning and Personnel

Acting Committee Chair Jarette Sampson reported the committee considered three action items and heard summaries from several offices within the division. Dr. Sara Simmons was introduced as the in-coming Faculty Senate chair, replacing Dr. Scott Hicks.

Dr. Cammie Hunt, associate vice chancellor for Engaged Outreach, briefed the committee on several projects in the Office for Regional Initiatives as well as summer youth programs that will be offered. Dr. Hunt gave an update on two searches within the department: executive director of the Thomas Family Center for Entrepreneurship and the Thomas Family Distinguished Professor of Entrepreneurship. Regional Initiatives was awarded the State Employees' Credit Union Foundation internship grant, worth \$100,000. Also, the Entrepreneurship Incubator has signed Lumbee Tribe Enterprises, LLC, as its first client.

Dr. Glen Burnette, associate vice chancellor for Strategic Planning and Special Initiatives, reported UNC Pembroke has partnered with NC State University College of Engineering in a 3+2 program. This will allow UNCP students to complete three years of course work here and then two years of course work at NCSU in order to graduate with a B.S. in applied physics from UNCP and a B.S. in electrical or mechanical engineering from NCSU. UNCP is finalizing agreements with NC State University and Tuskegee University, which will allow qualified students access to the veterinary programs at both schools.

The committee heard reports from Dr. Melissa Schaub, assistant vice chancellor for Enrollment, on increasing numbers of freshman inquiries, the number of continuing undergrads, and the number of graduate student applications. Dr. Scott Hicks provided report from the Faculty

Senate, and Dr. Robert Canida spoke on activity among Staff Council including the first UNCP Staff Awards and Recognition Ceremony held on April 5 during Chancellor's Installation Week.

Provost Zoe Locklear reported on the recent completion of an accreditation visit by the National Council for Accreditation of Teacher Education (NCATE). Provost Locklear stated the UNCP School of Education met five of the six standards that were evaluated, and a final report will be released in the fall. A follow-up review will be conducted in two years on the standard that was not met. Provost Locklear also gave an update on current dean searches, citing the completion of searches for deans of the School of Business and College of Arts and Sciences. She stated searches for deans of the School of Education and Library Services are underway, and the search for the dean of Graduate Studies will soon commence.

Acting Chair Sampson then presented several action items for the Board's consideration.

**ACTION
2016-08**

Upon motion made by Pat Corso, seconded by Bob Caton and unanimously carried, the Board of Trustees approved and conferred graduate and undergraduate degrees upon those individuals certified by Provost Zoe Locklear and as recommended by the Educational Planning and Personnel Committee as meeting all the university's requirements for such conferral at the spring commencement ceremonies to be held May 6 and May 7, 2016 (**Attachment 12**).

**ACTION
2016-09**

Upon motion made by Don Metzger, seconded by Jarette Sampson, and unanimously carried, the Board of Trustees approved the UNC Pembroke 2014-15 Management Flexibility Report as recommended by the Educational Planning and Personnel Committee and as prepared by university administration for submission to the UNC Board of Governors (**Attachment 13**).

Finance and Administration

Due to the lack of a quorum, Committee Chair Don Metzger stated the Finance and Administration Committee did not conduct a formal meeting, and therefore had no committee report.

Public Affairs and Advancement

Committee Chair Larry Stone reported the committee heard updates from several offices within the division. Joanna Warner, interim executive director for University Communications and Marketing, stated the new university Style Guide was distributed to campus with a goal of complete compliance by fall 2016. The chancellor will appoint members to a refreshed

Integrated Marketing Committee, and the UNCP website will undergo an update to ensure ADA and brand compliance. Jodi Phelps will assume the role as executive director of University Communications and Marketing on May 2, and Mark Locklear joined the division as the interim communications specialist.

Vice Chancellor Wendy Lowery reported on several personnel updates in the division. Fundraising numbers reported included gifts of over \$2M as of March 31, which is a year-to-date increase compared to this point last year. Vice Chancellor Lowery reviewed next steps in the giving campaign, to include staff organization specimen and a capacity study, as well as board development and restructuring. She stated the consulting firm, Marts & Lundy, will continue their assessment of the division and plan to participate in the September full Board meeting, and will present a final report in either late October or early November. She then discussed a naming request with the committee.

ACTION
2016-10

Upon motion made by Larry Stone, seconded by Candace Locklear, and unanimously carried, the Board of Trustees approved the motion to name the baseball office in the English E. Jones Center, in accordance with UNC Pembroke POL 03.00.01 – Facility and Program Naming Policy, as recommended by Vice Chancellor Wendy Lowery and Chancellor Robin G. Cummings. This facility shall be known as the “Tecumseh Brayboy Baseball Office” (**Attachment 14**).

Student Life and Athletics

Committee Chair Alphonzo McRae reported Interim Vice Chancellor Lisa Schaeffer introduced the newly elected 2016-17 Student Government Leadership: President-elect Logan John and Vice President-elect Jordin Dickerson. The two discussed their goals for the upcoming year.

Dr. Schaeffer updated the full Board on the recently approved student insurance premium increase of 32 percent for 2016-17. Annual premiums will increase from \$1,727 to \$2,253. The Gold Plan Option was approved by UNC President Margaret Spellings. Dr. Schaeffer stated the filing process is not yet complete with the NC Department of Insurance. Currently, the rates are unofficial and students will be informed of the increase. Dr. Schaeffer stated approximately 900 students currently utilize the Gold Plan Option.

The committee also heard from Dr. M.J. Raleigh, director of Counseling and Psychological Services. She discussed several critical aspects of the CAPS program, including a review of national data to demonstrate the need for in-house mental health services. Dr. Raleigh also reviewed strategic priorities, development of outreach programs, and future plans to meet campus counseling needs.

Dick Christy, director of Athletics, updated the committee on several topics. He reported the Peach Belt Conference has chosen Mr. Dan Kenney, chief of staff, as part of its inaugural Hall of

Fame class to celebrate the conference's 25th anniversary. The induction will take place during the PBC Annual Meeting in May. Mr. Christy shared an email correspondence in which several faculty commended the student-athletes for their academic contributions in their chemistry and physics classes. Mr. Christy also discussed the forecasted athletics budget and projected deficit, and shared data comparing UNCP athletics' budget with other PBC institutions to guide with strategic financial planning. He stated a current summary shows a deficit of \$116,000 for FY 16-17. Mr. Christy shared strategies for a bonus compensation structure for head coaches as an incentive for the academic and athletic performance of student-athletes.

Lastly, Dr. Schaeffer and Mr. Christy presented a new phone app that is now available for download on Apple and Android devices. The app increases fan engagement and interaction by utilizing various participation incentives. Downloads are approaching 500 in the first two weeks.

Dr. Wiley Barrett recognized Alphonzo McRae and commended him as the most recent recipient of the Golden Whistle Merit Award, which is awarded by the NC High School Athletic Association, for his work in high school athletics officiating.

DIVISION REPORTS

Acting Chairman Holmes asked if there were any questions or comments regarding the division reports and encouraged the Trustees to read the division reports (**Attachment 15**). Candace Locklear asked about the decrease in funding for the Academic Support Center, which assists both faculty and students through programs such as Hawk Alert and tutoring. Interim Vice Chancellor Carlton Spellman stated budget decisions are made at a departmental level. Associate Provost Scott Billingsley stated budget decisions are based on needs over the past year and projected needs in the future. He also stated there have been conversations of restructuring that department.

Ms. Locklear posed an additional question regarding the Native American-Serving Nontribal Institutions (NASNTI) grant. Dr. Elizabeth Normandy stated we are on track to submit a grant proposal before the May 2 deadline. The grant provides financial assistance to institutions to improve their ability to serve Native American students.

Bob Caton inquired about an update on conference affiliation. Mr. Christy stated the university is still in talks with the South Atlantic Conference, which has already agreed to a scheduling affiliation with football.

ACTING CHAIRMAN'S REPORT

Acting Chairman Holmes then recognized outgoing Student Government President Candace Locklear for her service to the Board, as this was her final BOT meeting. Ms. Locklear addressed the Board with comments and received a plaque commemorating her service.

CLOSED SESSION

Acting Chairman Holmes requested the Board move into closed session.

Upon motion made by Alphonzo McRae, seconded by Don Metzger, and unanimously carried, the Board of Trustees approved the motion to move into closed session to discuss confidential personnel matters and to prevent the disclosure of such information which is confidential pursuant to the laws of North Carolina (*NCGS Section 143-318.11(a)(6)*).

Minutes of the closed session are stated in a separate document.



Upon motion made, properly seconded and unanimously carried, the Board of Trustees approved the motion to return to open session.

**ACTION
2016-11**

Upon motion made by Jarette Sampson, seconded by Larry Stone, and unanimously carried, the Board of Trustees approved the recommendations of Provost Zoe Locklear and Chancellor Robin G. Cummings for promotion and tenure for the named individuals as listed in a separate attachment, to be effective Academic Year 2016-17 (**Attachment 16**).

**ACTION
2016-12**

Upon motion made by Don Metzger, seconded by Jarette Sampson, and unanimously carried, the Board of Trustees approved the appointment of Dr. Jeffrey Frederick to the position of dean of the College of Arts and Sciences, at the rank of professor, effective June 1, 2016, under the terms and conditions presented in the attachment before the Board, as recommended by Chancellor Robin G. Cummings (**Attachment 17**).

**ACTION
2016-13**

Upon motion made by Jarette Sampson, seconded by Don Metzger, and unanimously carried, the Board of Trustees approved the appointment of Steven A. Arndt to the position of vice chancellor for Finance and Administration, effective June 6, 2016, at the salary and under the terms and conditions presented in the attachment before the Board, as recommended by Chancellor Robin G. Cummings (**Attachment 18**).

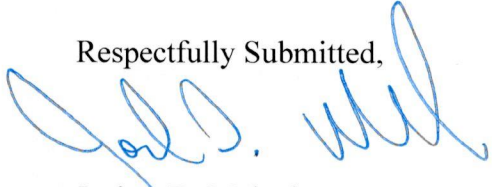
ANNOUNCEMENTS

The Board was provided a list of announcements to review. Chancellor Cummings encouraged the Trustees to attend the commencement exercises as a show of support for all the graduates.

ADJOURNMENT

There being no further business to come before the Board, Acting Chairman Holmes made a privileged motion and the meeting of the Board of Trustees was adjourned at 11:20 AM.

Respectfully Submitted,



Joshua D. Malcolm
Assistant Secretary



Tina Rodgers
Recording Secretary

Attachments:

1. Audit and Ethics Committee
2. Educational Planning and Personnel Committee
3. Finance and Administration Committee
4. Public Affairs and Advancement Committee
5. Student Life and Athletics Committee
6. Agenda, Board of Trustees Meeting, April 22, 2016
7. Minutes, Board of Trustees Meeting, February 19, 2016
8. Minutes, Board of Trustees Meeting, Closed Session, February 19, 2016
9. Minutes, Board of Trustees Special Called Meeting, March 2, 2016
10. Minutes, Board of Trustees Special Called Meeting, Closed Session, March 2, 2016
11. Chancellor's Report
12. Spring 2016 Candidates for Degrees (graduate and undergraduate)
13. UNC Pembroke 2014-15 Management Flexibility Survey
14. Naming Recommendation
15. Division Reports
16. Recommendations for Promotion and Tenure
17. Dean, College of Arts and Sciences – Curriculum Vitae
18. Vice Chancellor, Finance and Administration – Curriculum Vitae