

**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, February 19, 2016 at 8:30 AM**

Drs. Charles Jenkins, Shenika Jones, and Sara Simmons (UNCP School of Education) led the Trustees in a pre-meeting breakfast discussion, on projects and collaborations with the Public Schools of Robeson County. Superintendent Tommy Lowry, Public Schools of Robeson County, also offered comments.

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 Kellie Blue called the meeting to order at 9:43 a.m.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Roll was called and the following Trustees were present:

Kellie Blue
Michael Holmes
Don Metzger
Bob Caton
Pat Corso
James Jones
Alphonzo McRae
Lorna Ricotta
Newy Scruggs
Candace Locklear

Absent:

Wiley Barrett
Jarette Sampson
Larry Stone

Also in attendance: Chancellor Robin G. Cummings; Provost Zoe Locklear, vice chancellor for Academic Affairs; Carlton Spellman, interim vice chancellor for Finance and Administration; Lisa Schaeffer, interim vice chancellor for Student Affairs; Wendy Lowery, vice chancellor for Advancement; Dick Christy, director of athletics; Kelley Horton, chief audit officer; Dan Kenney, chief of staff; Joshua D. 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

Chairwoman Blue welcomed several guests: Dr. Scott Billingsley, associate provost; Dr. Scott Hicks, professor, English, Theater and Language, and faculty senate chair; Joanna Warner, interim executive director for University Communications and Marketing; Justin Smith, assistant to the chancellor for communications and research; Ed Ricker, university videographer.

ETHICS ANNOUNCEMENT BY THE CHAIR

Chairwoman Blue 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**).

APPROVAL OF MINUTES

Minutes were presented for the following meetings:

- Board of Trustees Meeting, Closed Session, September 25, 2015
- Board of Trustees Meeting, November 20, 2015
- Board of Trustees Meeting, Closed Session, November 20, 2015
- Board of Trustees Special Called Meeting, December 4, 2015
- Board of Trustees Special Called Meeting, Closed Session, December 4, 2015

ACTION

2016-01

Upon motion made by Lorna Ricotta, seconded by Bob Caton and unanimously carried, the Board of Trustees approved the minutes of the following meetings: September 25, 2015, Closed Session; November 20, 2015; November 20, 2015, Closed Session; December 4, 2015, Special Called; December 4, 2015, Special Called Closed Session (**Attachments 7, 8, 9, 10, and 11**).

CHANCELLOR'S REPORT

Chancellor Cummings updated the Trustees on recent events and community involvement (**Attachment 12**). Chancellor Cummings commented on a performance by several music department students during the Board's Thursday night dinner. Several Trustees stated how impressed they were with the level of talent at UNC Pembroke. Mr. Dan Kenney reminded the Trustees of the installation of Chancellor Cummings on Friday, April 8. Chancellor Cummings provided an update on the Prospect Road Project by the NC Department of Transportation. It is slated for completion sometime in 2018.

Chancellor Cummings reported Dr. Glen Burnette, associate vice chancellor for strategic planning and special initiatives, is currently working on developing an MOU with NC State to

allow UNC Pembroke students to matriculate to the NCSU School of Veterinary Medicine. He went on to speak of several other campus projects and encouraged the Trustees to read the full report.

UPDATE ON UNCP MEDIA INITIATIVES

Chairwoman Blue recognized Joanna Warner, interim executive director for Communications and Marketing, and Ed Ricker, university videographer, to provide an update on various media initiatives that are being developed to revamp the university Style Guide and other branding platforms. Mr. Ricker spoke about the development of videos that are being used as promotional tools to tell the UNCP story, as well as highlight various departments across campus to inform UNC Pembroke students, staff, and faculty of upcoming university events. Mr. Ricker then shared with the Board several examples of videos including the Brave Lowdown, an alumnus testimonial with Mike Robinson (men's basketball, '12), and Chancellor Cummings' "First Six Months."

COMMITTEE REPORTS

Audit and Ethics

Committee Chair Don Metzger reported the committee had no action items for the Board. Kelley Horton, chief audit officer, introduced Sherry Chance as the new internal auditor. The committee then heard a presentation from two representatives with the North Carolina Office of the State Auditor. They informed the committee there were no audit findings associated with the financial statement for fiscal year ending June 30, 2015. The complete report is posted on the NC State Auditor's website.

Ms. Horton provided the committee with a summary of internal audit activities since the November meeting. Ms. Horton stated her office was currently involved with two audits as listed in the 2015-16 Audit Plan – Purchasing and Advancement – and preparations are underway for the Financial Aid audit. The NC State Education Assistance Authority conducted a review of our State grants that fund various forms of student financial aid, and revealed one minor finding that was corrected before the review was completed.

Educational Planning and Personnel

Committee Chair James Jones reported the committee had two action items to present to the full Board. The committee heard reports from several representatives within the division of Academic Affairs, including Planning and Accreditation, Enrollment, Faculty Senate, and Staff Council. Dr. Cammie Hunt, provided an update on the Entrepreneurship Incubator. The committee also received a list of EPA non-faculty Tier II new hires. Committee Chair Jones reported a search will soon get underway to hire vacancies at the Thomas Family Center for Entrepreneurship – Dr. Carmen Calabrese, former executive director who retired in December 2015, and Dr. Mike Menefee, distinguished professor of entrepreneurship who is due to retire in June 2016.

Provost Locklear updated the committee on several department reporting changes and promotional changes within the division. Dr. Glen Burnette is the new associate vice chancellor

for Strategic Planning and Special Initiatives. Dr. Scott Billingsley, associate provost, has been given additional administrative duties to include supervision of International Programs and the Office of Student Academic Support and Retention. Two department chair positions are being vacated – Dr. Kevin Freeman, political science and public administration, is returning to faculty and Dr. Barbara Synowiez, nursing, is retiring effective June 2016. The offices of graduate studies and sponsored research are no longer combined. Provost Locklear also provided an update on the dean searches for the School of Business, School of Education, and College of Arts and Sciences.

The committee also heard from Provost Locklear and Dr. Elizabeth Normandy regarding two mandatory changes to the Post-Tenure Review Policy, which had been previously approved by UNC General Administration.

**ACTION
2016-02**

Upon motion made by James Jones and unanimously carried, the Board of Trustees approved the revisions to the Post-Tenure Review Policy, as recommended by Provost Zoe Locklear, to be effective AY 2016-2017 (**Attachment 13**).

Finance and Administration

Acting Committee Chair Don Metzger reported the committee heard several updates from Interim Vice Chancellor Carlton Spellman. Mr. Spellman stated there was a \$1 million prepayment on a bond that has 19 years remaining. The bond principal was \$13,770,000. This prepayment will yield savings of \$50,000 per year over the rest of the life of the bond. Retiring the bond two years early in 2035, will help improve the university's credit rating and create a cost avoidance of approximately \$900,000.

The committee heard a report on the year-to-date budget forecast and university financial performance. Total projected budget for fiscal year 2016 is \$83,217,454, with State appropriations of \$54,120,000, tuition receipts in estimate of \$26,096,000, and unrealized receipts projected to be \$2.1 million. As of January 31, 2016, expenses for the university totaled \$43,557,000.

Mr. Spellman provided the committee with a brief overview of the proposed miscellaneous fees for academic year 2016-2017. The committee also heard reports on plans for a dining plan fee increase, as well as, increases in the proctor fee and math assessment tests. A new Fire Alarm Activation or Tampering with Fire Safety Equipment Fee has been implemented across campus, which assesses a \$250.00 fine to offset costs associated with emergency rescue responses to false alarms.

The committee also heard updates on several capital construction projects.

Public Affairs and Advancement

Acting Committee Chair Candace Locklear reported the Annual GPAC Casino Night Fundraiser was a huge success, grossing \$18,000 in revenue with over 200 attendees. The committee heard a

presentation from Joanna Warner and Ed Ricker on the university style guide refresh and recent marketing initiatives. Director of Alumni Relations Morgan Jones discussed the upcoming 24-hours of giving campaign, #WeAreUNCP, which will take place March 16, 2016. Vice Chancellor Wendy Lowery provided the committee with an overview of the vacancies currently within the division and the overall giving report, which stated gifts as of January 1 at approximately \$1.6 million. Chris Davis, director of the Annual Fund, reported on the Phon-a-Thon that was currently underway. The committee heard from graduate student Brittany Harrington as she discussed why she chose to attend UNC Pembroke and her experiences working in the Office of Advancement.

Student Life and Athletics

Committee Chair Alphonzo McRae reported the committee heard a presentation from Mike Severy, director of the Office of Student Involvement and Leadership, and Bethany Wendler, associate director, on the 3+1 Program, which encourages students to get involved in an activity that is career related, enjoyable to them, and engages them with the community. The committee also heard an update from Interim Vice Chancellor Lisa Schaeffer on the Hunger and Homelessness Report, and efforts to alleviate food insecurities across campus and throughout the community. Director of Athletics Dick Christy provided an update on the recent NCAA Convention, as well as staff changes within the division to include the hiring of a new head men's soccer coach. The department of Athletics reported five teams with fall GPAs above 3.0. One incentive offered by apparel partner Adidas is a \$1,500 promotional bonus to the coach whose team reports the highest GPA increase for the year.

DIVISION REPORTS

Chairwoman Blue asked for questions or comments regarding the Division Reports (**Attachment 14**). There were none.

REPORT ON UNCP MISCELLANEOUS FEES

Chairwoman Blue recognized Interim Vice Chancellor Carlton Spellman to describe the proposed changes for the Miscellaneous Fees for 2016-2017 (**Attachment 15**). Mr. Spellman reminded the Trustees of the five percent tuition and general fee increases for FY 2015-16 and FY 2016-17, which were approved by the Board in November 2014, and subsequently approved by the Board of Governors in February 2015. Mr. Spellman went on to explain the rationale for the proposed increases in Meal Plan fees and Residence fees, and implementation of the new Fire Alarm Activation or Tampering with Fire Safety Equipment Fee.

Mr. Spellman received several questions from the Trustees.

CLOSED SESSION

Chairwoman Blue asked the Board of Trustees move in closed session.

Upon motion made by Lorna Ricotta, seconded by Don Metzger and unanimously carried, the Board of Trustees approved the motion to go into closed session to prevent the premature

disclosure of an award and to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual or employee or prospective employee NCGS §143-318.11 (a)(2)(6).

CLOSED SESSION

(Minutes of the closed session are provided in a separate document.)



Upon motion made, properly seconded and unanimously carried, the closed session portion of the meeting was adjourned for the purpose of returning to open session.

**ACTION
2016-03**

Upon motion made by James Jones, seconded by Alphonzo McRae and unanimously carried, the Board of Trustees approved the award of Professor Emeritus status to Dr. Bruce Ezell and Dr. Tulla Lightfoot as Professor Emeritus, as endorsed by the Educational Planning and Personnel Committee and recommended by Chancellor Robin G. Cummings (**Attachment 16**).

**ACTION
2016-04**

Upon motion made by Candace Locklear, seconded by Don Metzger, and unanimously carried, the Board of Trustees approved the revocation of the prior naming of the Football Stadium Parking Lot (Belk Athletic Complex) and the Braves Club Room in the Jones Athletic building, in accordance with paragraph 10.6.3 of POL 03.00.01 – Facility and Program Naming Policy, as recommended by Chancellor Robin G. Cummings. This action shall be construed as meeting the requirements of the Board receiving a recommendation from the Public Affairs and Advancement Committee as required by paragraph 10.6.3. Furthermore, the Board directs the Advancement division to recommend to this Board by April 2016, IAW POL 03.00.01, other facilities to be named for the donors associated with this action, commensurate with the donation amounts made previously.

CHAIRWOMAN’S REPORT

Chairwoman Blue stated she has had several opportunities to interact with local government officials and tour campus. She encouraged the Trustees to make every effort to attend campus events and show support for the university. She also reminded the Trustees to read the Daily Digest emails to stay informed about news at UNCP as well as throughout the UNC system.

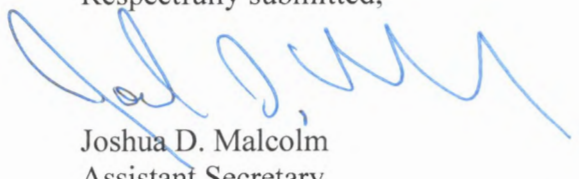
ANNOUNCEMENTS

Chairwoman Blue reviewed the announcements as printed. She encouraged the Trustees to attend as many events as possible.

ADJOURNMENT

There being no further business to come before the Board, Chairwoman Blue proposed a motion to adjourn. Upon motion made by Don Metzger, seconded by Alphonzo McRae and unanimously carried, the meeting of the Board of Trustees was adjourned at 12:35 p.m. Chairwoman Blue thanked the Trustees for their participation.

Respectfully submitted,



Joshua D. Malcolm
Assistant Secretary



Tina R. 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, February 19, 2016
7. Minutes, Board of Trustees Meeting, Closed Session, September 25, 2015
8. Minutes, Board of Trustees Meeting, November 20, 2015
9. Minutes, Board of Trustees Meeting, Closed Session, November 20, 2015
10. Minutes, Board of Trustees Special Called Meeting, December 4, 2015
11. Minutes, Board of Trustees Special Called Meeting, Closed Session, December 4, 2015
12. Chancellor's Report
13. Post-Tenure Review Policy, with revisions
14. Division Reports
15. Report on UNC Pembroke Miscellaneous Fees
16. Professor Emeritus Recommendation – Dr. Bruce Ezell, Dr. Tulla Lightfoot