

**MINUTES OF THE MEETING OF
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
BOARD OF TRUSTEES
Friday, November 16, 2012, at 9:30 a.m.**

Todd Anderson, assistant athletic director for Media Services, led the Trustees in a pre-meeting introduction session of UNC Pembroke athletes.

The meeting of The University of North Carolina at Pembroke Board of Trustees took place in the Chancellor's Dining Room of the James B. Chavis University Center. Chairman Robin Cummings called the meeting to order at 9:27 a.m.

PLEDGE OF ALLEGIANCE

The group recited the Pledge of Allegiance.

ROLL CALL

Roll was called, and the following Trustees were present:

Kellie Hunt Blue
Robert E. Caton
Robin G. Cummings
Dwight Pearson
Raymond Pennington
Lorna Ricotta
Newy Scruggs
Paul Willoughby
Gary Locklear
Caroline Williamson
Wiley Barrett
Robert Nunnery

Also in attendance: Chancellor Kyle R. Carter; Provost and Vice Chancellor Ken Kitts, Academic Affairs; Rich Cosentino, vice chancellor for Finance and Administration; Lisa Schaeffer, interim vice chancellor for Student Affairs; Patrick Sterk, interim director of Athletics; Wendy Lowery, vice chancellor for Advancement; Dan Kenney, chief of staff; Joshua D. Malcolm, general counsel and assistant secretary to the Board of Trustees; and recording secretary to the Board of Trustees Kindra Locklear, Chancellor's Office.

INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS

Chairman Cummings welcomed public communications specialist Mr. Scott Bigelow, University Communications and Marketing; Kelley Horton, internal auditor; Sandy Briscar, executive director of Marketing; and Sarah Carter, first lady.

ETHICS STATEMENT

Chairman Cummings 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 refer to the printed statement. No member made known any conflicts of interest.

ADDITIONS/DELETIONS TO THE AGENDA

None

APPROVAL OF MINUTES

Minutes were presented for the following meetings:

- Board of Trustees' Meeting Minutes, September 21, 2012

ACTION 2012-21

Upon motion made by Bob Caton, seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved the September 21, 2012 Meeting Minutes. (**Attachment 7**)

- Special Called Meeting Minutes, October 17, 2012

ACTION 2012-22

Upon motion made by Bob Caton, seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved the October 17, 2012 Meeting Minutes. (**Attachment 8**)

CHANCELLOR'S REPORT

Chancellor Carter introduced Dan Kenney as his newly selected chief of staff and Rich Cosentino as vice chancellor for Finance and Administration. Chancellor Carter also reported that Walter Davenport was announced as the Board of Governors representative.

Chancellor Carter provided a summary of activities that have occurred since September, referring the Board of Trustees to the Chancellor's Report (**Attachment 10**). Chancellor Carter stated that he and first lady Sarah Carter hosted UNC Pembroke's Teaching Fellows, international students, and members of the Student Government Association for a cookout at their residence on Wednesday, October 31, 2012.

Chancellor Carter announced that Dr. Scott Billingsley's book, *Recovering the Margins of American Religious History: The Legacy of David Edwin Harrell Jr.*, was published. David Edward Harrell Jr., the pre-eminent historian of the South's most remarkable religious movements, was Dr. Billingsley's mentor.

Chancellor Carter stated that Dalton Hoffer, a senior who works in the Office of Community and Civic Engagement, won the N.C. Campus Compact Impact Award for outstanding achievement in community and campus volunteering. Chancellor Carter also stated that the homecoming parade was a huge success with approximately 76 entries. He acknowledged the work of the committee's chairs, Travis Bryant and Cynthia Oxendine.

Chancellor Carter noted that Coleman Lew and Associates, Inc., was hired to begin a search for the new athletic director and vice chancellor for Student Affairs. Chancellor Carter noted that the searches are underway and Trustees will receive periodic updates. He also stated that the time table for the search for vice chancellor for Student Affairs is July 1, with a selection date of April; whereas the athletic director time table is mid-December with a decision by mid-February. He stated that he is hopeful that the candidate could begin one month after the job offer. Chancellor Carter explained that Patrick Sterk is currently serving as the interim athletic director and noted Sterk's outstanding performance.

Chancellor Carter stated that he is holding a legislative briefing in mid-January, which will include a local legislative delegation.

STUDENT TUITION & FEES

Chancellor Carter noted that a \$199 tuition increase was previously approved by UNC Board of Governors for 2012-2013.

Provost Kitts described the allocation of the \$199 tuition increase. He stated that 60% will be allocated to faculty and EPA retention and recruitment and 40% will be allocated to activities for student enrichment for 2013-14, including experiential learning activities outside of the classroom.

Provost Kitts stated that General Administration required UNC Pembroke to examine peer institutions; evidence shows that we are behind our peer institutions when it comes to tuition.

ACTION 2012-23

Upon motion made by Lorna Ricotta, seconded by Gary Locklear, and unanimously carried, the Board of Trustees approved academic year 2013-14 campus-initiated tuition increase of \$199 for residential and non-residential students, as recommended by Chancellor Kyle R. Carter. The increase will be allocated as follows: 60% to EPA faculty and non-faculty retention and recruitment and 40% to student academic enrichment efforts in the area of experiential learning. (**Attachment 9**)

Consideration and request for approval of the proposed UNC Pembroke Student Fees Request for 2013-2014 (to be forwarded to UNC Board of Governors for final approval).

Trustee Dwight Pearson reported that the committee discussed the fee requests submitted by Chancellor Carter. He stated that an \$88 fee increase was submitted to the committee for approval.

ACTION

2012-24

Upon motion made by Kellie Blue, seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved a student general fee increase of \$88 for academic year 2013-14, as recommended by Chancellor Kyle R. Carter. The three categories affected by this increase are athletics, health services, and educational and technology. (**Attachment 9**)

COMMITTEE REPORTS

Audit and Ethics Committee

Kelley Horton, internal auditor, provided the Board of Trustees with a short version of the 2012-13 Audit Plan. She stated that the plan was risk-based and that she interviewed people in several offices across campus before developing the plan. Ms. Horton stated that she identified five areas within her plan that need addressing: Banner, financial aid and student data maintenance, grants, purchase cards (p-card), and the Bookstore.

ACTION

2012-25

Upon motion made by Bob Caton, seconded by Lorna Ricotta, and unanimously carried, the Board of Trustees approved the 2012-13 Audit Plan, as recommended by the Audit Committee and as prepared and presented by internal auditor, Kelley Horton.

Educational Planning and Personnel Committee

ACTION

2012-26

Upon motion made by Kellie Blue, seconded by Gary Locklear, and unanimously carried, the Board of Trustees approved and conferred graduate and undergraduate degrees upon those individuals certified by Provost Kenneth Kitts as meeting all the university's requirements for such conferral at the winter commencement ceremonies to be held on December 7th & 8th 2012.

Trustee Dwight Pearson, chair, Educational Planning and Personnel Committee, reported that the committee reviewed the position announcement for the vice chancellor for Student Affairs and stated that the job description was satisfactory. He stated that his committee heard reports from the offices of Student Affairs and Enrollment Management.

Finance and Administration Committee

Trustee Kellie Blue, chair, Finance and Administration Committee, stated that her committee had no action items to bring to the board but lots of discussion.

Trustee Blue stated that she and her committee are pleased to have Vice Chancellor Rich Cosentino bringing new information on fiscal status throughout the year. She stated that her committee received a presentation from George Guthrie, assistant vice chancellor for Business Affairs, regarding the Bursar's improvements to customer service.

Public Affairs and Advancement Committee

Trustee Lorna Ricotta, chair, Public Affairs and Advancement Committee, stated that her committee heard two major presentations regarding endowment and that the endowed chair fundraising efforts continue.

Trustee Ricotta stated that Sandy Briscar reported on the university's mascot and the graphic identity initiative, which will help to ensure consistent advertising.

Student Life and Athletics Committee

Trustee Paul Willoughby, chair, Student Life and Athletics Committee, stated that the committee did not have any action items and the committee discussed the Hawk Assistantship Program. He stated that chief of staff Dan Kenney gave an overview of the changes in Athletics, which included the announcement of the interim athletic director, Patrick Sterk.

Trustee Willoughby stated that the committee briefly discussed the NCAA conference landscape and affiliation. He added that a formal discussion will take place in February.

DIVISIONAL REPORTS

Chairman Cummings asked if there were any questions or comments concerning divisional reports (**Attachment 11**) and encouraged the Trustees to read the divisional reports.

Chief of staff Dan Kenney stated that there is talk that Mr. Sterk is looking over a contract to send the UNC Pembroke men's basketball team to Puerto Rico to compete in 2013.

Chairman Cummings asked the Board to move into closed session.

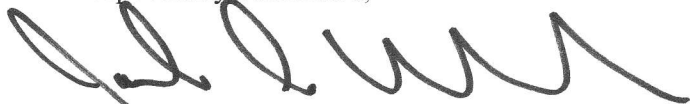
Upon motion made by Lorna Ricotta, seconded by Newy Scruggs, and unanimously carried, the Board of Trustees approved the motion to go into closed session to discuss confidential personnel matters and to prevent the disclosure of such information, which is confidential pursuant to the laws of this State; to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State, and to consider the competence, performance, character, fitness of an individual public officer or employee (*NCGS Section 143-318.11(a)(1) and (6)*).

CLOSED SESSION

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

There being no further business to come before the Board, upon a motion made by Bob Caton, seconded by Willey Barrett, and unanimously carried, the meeting adjourned at 11:28 a.m. Chairman Cummings thanked the Board members for their participation.

Respectfully submitted,



Joshua D. Malcolm
Assistant Secretary



Kindra D. Locklear
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, Regular Board Meeting, November 16, 2012
7. Minutes, Board of Trustees Meeting, September 21, 2012
8. Minutes, Board of Trustees Special Called Meeting, October 17, 2012
9. Tuition, Student Fees, and Miscellaneous Fees
10. Chancellor's Report
11. Divisional Reports
12. Strategic Plan 2011-2016