

**MINUTES OF THE MEETING OF
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
BOARD OF TRUSTEES
Thursday, November 14, 2013 at 5:15 PM**

The meeting of the University of North Carolina at Pembroke Board of Trustees was held in the Chancellor's Board Room (423) of Lumbee Hall. Chairman Wiley Barrett called the meeting to order at 5:15 PM.

ROLL CALL

Roll was called and the following Trustees were present:

Wiley Barrett
Bob Caton
Michael Holmes
Emily Ashley
Dwight Pearson
Lorna Ricotta
Caroline Williamson
Paul Willoughby
James Jones
Don Metzger
Kellie Hunt Blue

Absent:
Newy Scruggs
Gary Locklear

Also in attendance: Chancellor Kyle R. Carter; Provost Ken Kitts, Vice Chancellor for Academic Affairs; Rich Cosentino, Vice Chancellor for Finance and Administration; John Jones, Vice Chancellor for Student Affairs; Wendy Lowery, Vice Chancellor for Advancement; Dick Christy, Athletic Director; Dan Kenney, Chief of Staff; Joshua D. Malcolm, General Counsel and Assistant Secretary to the Board of Trustees; and Kindra Locklear, Recording Secretary to the Board of Trustees.

INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS

Johnathan Bym, Managing Editor for the *Pine Needle*, and Victoria Huggins from Carolina News Today.

ETHICS STATEMENT

Chairman Barrett 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.

Student Tuition & Fees

Chairman Barrett referred the Trustees to item number seven on the agenda (Student Tuition & Fees). Chairman Barrett stated these items will be discussed at this time and reminded the Trustees that there will be no voting at this time.

Provost Ken Kitts stated that we are eight weeks away from knowing our number one revenue source. The internal process has been led by the tuition and student fees committee. Provost Kitts noted that there were eight voting members from the committee and five of those voting members were students. He stated that the committee held three committee meetings and two open forums for students to discuss tuition and fees.

Provost Kitts displayed a table that showed how UNC Pembroke compared to the other UNC institutions. Our undergraduate students are currently paying \$5,063.00 for total resident tuition and fees. Graduate students pay \$5,162.00 in total resident tuition and fees. He added that UNC Pembroke is currently the third most affordable school in the UNC system in both categories.

He stated that we operated under two parameters suggested by General Administration: President Ross strongly encouraged that no institutions bring forth any tuition increase; not to bring more than a 6.5% increase (\$106) in general fees.

Provost Kitts stated that the committee began its deliberation by reviewing the needs and the requests first. The requested fees totaled more than \$200.00. The committee lowered the amount and proposed the following increases: \$45 increase in the student activity fee, \$31 increase in the athletics fee and \$30 increase in educational technology fee, which totaled \$106.00. The committee was able to increase differential tuition increases for the graduate programs. They did increase two graduate programs' tuition by 6.5% each, which included the MBA and MSN programs. The debt service fee increased by \$37 which in turn will be used for the student health services building.

Chancellor Carter stated that the fees incurred by fee increases must be spent in those specific areas. Trustee Pearson questioned the financial challenges of our students. Provost Kitts stated that he and the committee have always kept that in the back of their mind. While the University is trying to stay affordable it must also remain competitive among other peer institutions. Trustee Ashley stated that the tuition and fees committee attempted to determine which departments served the majority of UNC Pembroke students. She added that the committee deliberated heavily upon the decision of the fee increase.

Vice Chancellor Rich Cosentino stated that the committee would have gone over the \$106 cap but was limited as to the amount they could increase fees. Vice Chancellor Cosentino stated that the students wanted a green fee which was approved at \$5 and could be used for a variety of items which includes student jobs, recycling, etc. He added that we are the only institution in the system that does not have a sustainability officer.

Chancellor Carter stated that we have been shifting certain salaries from state funds to student fees. Trustee Ashley stated that the students understand that the University has needs and they are willing to pay more to better our facilities and hire a full-time medical doctor.

After discussing item number seven on the agenda (Student Tuition & Fees), Chairman Barrett recessed the meeting at 6:05 PM until 9:30 AM on Friday, November 15, 2013.

**MINUTES OF THE MEETING OF
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
BOARD OF TRUSTEES
Friday, November 15, 2013 at 9:30 AM**

The meeting of the University of North Carolina at Pembroke Board of Trustees was held in the University Center Annex Assembly Room. Chairman Wiley Barrett reconvened the meeting, from the previous day, at 9:30 AM.

ROLL CALL

Roll was called and the following Trustees were present:

Wiley Barrett
Kellie Blue
Michael Holmes
James Jones
Don Metzger
Emily Ashley
Dwight Pearson
Lorna Ricotta
Caroline Williamson
Paul Willoughby

Absent:

Newy Scruggs
Gary Locklear
Bob Caton

Also in attendance: Chancellor Kyle R. Carter; Provost Ken Kitts, Vice Chancellor for Academic Affairs; Rich Cosentino, Vice Chancellor for Finance and Administration; John Jones, Vice Chancellor for Student Affairs; Wendy Lowery, Vice Chancellor for Advancement; Dick Christy, Director of Athletics; Dan Kenney, Chief of Staff; Joshua D. Malcolm, General Counsel and Assistant Secretary to the Board of Trustees; Kindra Locklear, Recording Secretary to the Board of Trustees.

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ADDITIONS/DELETIONS TO THE AGENDA

Chairman Barrett noted that items 10.c.i., Student Health Services Building siting, and 10.d.i., consideration and request for approval to name a facility, were to be removed from the agenda.

APPROVAL OF MINUTES

Minutes were presented for the following meeting:

- Board of Trustees Meeting Minutes, September 20, 2013

**ACTION
2013-25**

Upon motion made by Trustee Jones, seconded by Trustee Ricotta, and unanimously carried, the Board of Trustees approved the September 20, 2013 Meeting Minutes. (**Attachment 7**)

Student Tuition & Fees

Trustee Holmes indicated that he still has questions regarding how fees are received. Chancellor Carter stated that he has requested for the vice chancellors to look at individual departments when determining the amount of the fees.

**ACTION
2013-26**

Upon motion made by Trustee Jones, seconded by Trustee Ashley, and unanimously carried, the Board of Trustees approved the proposed Academic Year (AY) 2014-15 professional programs tuition increase of \$215.00/year, as recommended by Chancellor Kyle R. Carter.

**ACTION
2013-27**

Upon motion made by Trustee Holmes, seconded by Trustee Metzger, and unanimously carried, the Board of Trustees approved the proposed Academic Year (AY) 2014-15 student general and debt service fees of \$106.00 and \$37.00/year respectively, as recommended by Chancellor Kyle R. Carter.

CHANCELLOR'S REPORT

Chancellor Carter asked the Board if there were any questions as a result of their review of his written Chancellor's Report. He went on to mention that, UNCP has had a lot of exposure lately on TV. There were several televised football games and a documentary recently aired on UNC-TV. Chancellor Carter stated that President Ross complimented the UNC Pembroke Board of Trustees on their workshop attendance and participation.

COMMITTEE REPORTS

Audit and Ethics

Trustee Blue stated that Kelley Horton, Internal Auditor, will report on a variety of Audit and Ethics items during closed session.

Educational Planning and Personnel

Trustee Pearson stated that academic achievements are noted at halftime of the football games. He stated it is the *Pine Needle's* 66th anniversary and the newspaper has received a total of 16 awards. Trustee Pearson stated Dr. Ben Bahr received the James E. Holshouser, Jr. Award for

Excellence in Public Service on November 14, 2013. Trustee Pearson also stated that the committee received an overview of the promotion and tenure taskforce results.

**ACTION
2013-28**

Upon motion made by Trustee Pearson, seconded by Trustee Ricotta, and unanimously carried, the Board of Trustees approved the conferral of 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 December 2013, as recommended by the Educational Planning and Personnel Committee .

**ACTION
2013-29**

Upon motion made by Trustee Williams, seconded by Trustee Pearson, and unanimously carried, the Board of Trustees approved the proposed UNC Board of Governors Annual Report – Management Flexibility as prepared by the University Administration for submission to the UNC Board of Governors, as recommended by the Educational Planning and Personnel Committee (**Attachment 11**).

Finance and Administration

Trustee Blue Stated the committee received a briefing on the University's varied investment instruments. Trustee Blue stated that the committee discussed in great detail funding issues with the recent track renovation.

Public Affairs and Advancement

Trustee Ricotta stated that Trustee Metzger and his wife donated \$25,000 to the University. She stated that \$631,000 was raised this year for the State Employees Combined Campaign. She added that the University had 101 employees to donate to the campaign. Trustee Ricotta announced Morgan Hunt as the new Director for Alumni Relations and that a new videographer was hired in Advancement. Trustee Ricotta distributed an admissions recruitment publication for the Trustees to review. She stressed how beautiful the new publications were.

Student Life and Athletics

Trustee Willoughby reported Justin Winans, Director of Campus Recreation, gave a presentation regarding reorganization and the vision of campus recreation. Athletic Director Dick Christy gave an overview of potential conference affiliation and alignment. He stated that hopefully a decision will be made soon. Marissa Baker, a graduate student and volleyball player, shared with the committee her experiences at UNC Pembroke. Trustee Willoughby stated she has received several Peach Belt honors and is a leading player for the Lady Braves volleyball team.

DIVISIONAL REPORTS

Finance and Administration

Trustees Holmes questioned why they University has \$64 million in debt. Chancellor Carter stated that he feels like we need to go over all of the debt which includes bonds, revenue streams, etc. Trustee Blue stated that she thinks it would be a good idea to look at the other institutions debt and revenue sources.

Student Affairs

Trustee Pearson questioned what we can do to make it known that the Board is concerned with the cap on fees and our current proposal. Chancellor Carter stated that we could possibly allow an overage of the 6.5% if a legitimate reason is taken to General Administration. It was agreed that the Trustees should present a proposal to General Administration regarding the cap. Chancellor Carter stated that he would work with his administration to prepare a proposal by December 6 that all of the Trustees could endorse.

Chairman Barrett asked the Board to move into closed session.

Upon motion made in open session by Trustee Jones, seconded by Trustee Metzger, and unanimously carried, the Board of Trustees approved the motion to go into closed session to prevent the disclosure of information that is privileged related to audit papers (116-40.7(c)); and to discuss personnel matters as it pertains to performance of an individual public officer (143-318.11(a)(6)).

CLOSED SESSION

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



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

Trustee Ashley updated the Trustees on several legislative initiatives being discussed by the Student Government Association (SGA) to include installing cell phone charging stations in the UC and raising the GPA requirement for SGA Officers and reviewing SGA's attendance policy. She informed the Board that University Dining has decided to use ecofriendly boxes in Soxedo.

CHAIRMAN'S REPORT

Trustee Ricotta gave a report regarding the BOT Workshop that took place Wednesday, November 6, 2013, at the James B. Hunt, Jr. Library on the campus of North Carolina State University. She stated that the workshop was very helpful and informative.

OLD BUSINESS

There was no old business discussed.

NEW BUSINESS

Boardvantage Demo

Kindra Locklear gave a presentation on the BoardVantage application and software. She stated the University is considering purchasing the software in the near future for the Board meetings and other purposes.

Redesign of the website

Lawrence Locklear, University Web Publisher, gave an overview of the redesign of the UNCP website. Lawrence indicated that the new design will allow users to view the website in different formats (desktop, mobile, and notebook). The changes will officially begin in December but it will take several months for the complete transition.

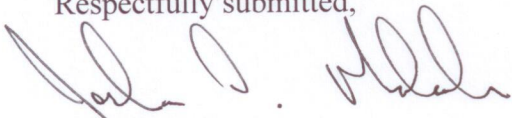
ANNOUNCEMENTS

Chairman Barrett reviewed the announcements as printed. He encouraged the Trustees to sign up for as many events as possible.

ADJOURNMENT

There being no further business to come before the Board, Chairman Barrett proposed a privileged motion and the meeting adjourned at 12:30 PM. Chairman Barrett thanked the Trustees for their participation. Trustee Barrett reminded the Board that the Endowment Board would be meeting immediately after the meeting adjourned.

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 14 and 15, 2013
7. Minutes, Board of Trustees Meeting, September 20, 2013
8. Chancellor's Report
9. Proposed AY 2014-15 Tuition and Fees Report
10. Divisional Reports
11. Proposed UNC Board of Governors Annual Report – Management Flexibility