

**MINUTES OF THE MEETING OF
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
BOARD OF TRUSTEES
1:00 PM Thursday, September 23, 2010**

The meeting of The University of North Carolina at Pembroke Board of Trustees was held in the Board Room of Lumbee Hall. Chairwoman Freda Porter called the meeting to order at 1:23 PM.

PLEDGE OF ALLEGIANCE

Breeden Blackwell 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 (via phone call)
Thomas Nance
Raymond Pennington
Freda Porter
Richard Taylor
Paul Willoughby
Arjay Quizon

Absent:
Robin G. Cummings
Lorna Ricotta
Newy Scruggs
Alan Thompson

Also attending were: Chancellor Kyle 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; Vice Chancellor Glen Burnette, Jr., University and Community Relations; Assistant Secretary to the Board of Trustees Kindra Locklear, Chancellor's Office; and Recording Secretary to the Board of Trustees Rhonda Sturgill, Chancellor's Office.

INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS

Chairwoman Porter welcomed Amanda Munger, from *The Robesonian* newspaper and Public Communications Specialist Scott Bigelow, University and Community Relations.

Upon motion made by Richard Taylor, seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved Kindra Locklear as Assistant Secretary to the Board of Trustees for the September 23, 2010, meeting in the absence of Joshua D. Malcolm.

ETHICS STATEMENT

Chairwoman Porter reminded the Trustees of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest. The Ethics Statement was read and no member made known any conflicts of interest or appearance of conflict.

ADDITIONS/DELETIONS TO THE AGENDA

Chairwoman Porter noted the deletion of the closed session and tab number changes in the agenda.

ACTION 2010 – 27

Upon motion made by Breeden Blackwell, seconded by Donna Lowry, and unanimously carried, the Board of Trustees approved the additions and deletion 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 Retreat Meeting Minutes, August 6, 2010
- Executive Committee Meeting Minutes, September 14, 2010

ACTION 2010-28

Upon motion made by Arlinda Locklear, seconded by Breeden Blackwell, and unanimously carried, the Board of Trustees approved the minutes for the Retreat Board Meeting on August 6, 2010, and the Executive Committee Meeting on September 14, 2010. (Attachment 2 &3)

RETREAT ASSESSMENT

Chairwoman Porter referred the Trustees to the Retreat Survey results (Attachment 4) and stated that based upon the eight respondents the Retreat was deemed effective and productive in formulating a framework for defining a fresh vision for UNCP and noting how the Trustees can support the Chancellor throughout the process. She went on to say that one of the follow-up items from the Retreat was to review the current structure of the Board meetings and explore ways to make the meetings more effective and informative for Trustees.

CHANCELLOR'S REPORT

Chancellor Carter stated that this was his first official Board meeting and that he looked forward to developing a relationship of trust and support with the Trustees as they move forward. He noted that there have been some changes in the format of the Board meeting due to his understanding that the Trustees wanted to be more engaged in the operation of the university instead of solely listening to reports. He noted that one major change would be that the vice chancellors would not give a report on their division, but instead submit a brief division overview that has been included in the Trustees' notebooks along with the vice chancellor's job targets for the next year (Attachment 5). The Chancellor said that he would ask

Bill Gash, Vice Chancellor for Academic Affairs, to include an addendum to his report that would include faculty accomplishments and grant activity. He stated that he would ask the others vice chancellors to include awards, activities and accomplishments in their areas.

The Chancellor explained that establishing the University Address as an annual event at UNCP gives the campus community the opportunity to review the past and look towards the future together. He felt that the event was well attended and well received.

He reported that he had been busy highlighting UNCP and introducing himself to the external community by meeting with Pembroke's mayor and town council, the Lumbee Tribal Chairman, Progress Energy (to discuss past gifts), and at the invitation of President Chrestman, shared the platform during the Job Summit that was initiated by Robeson Community College. The Chancellor mentioned upcoming meetings that include meeting county commissioners, UNCP donors, Laurinburg Rotary, and Lumberton Kiwanis. He conveyed that he is familiarizing himself with UNCP's infrastructure by meeting with developing diverse internal faculty and staff groups that are focusing on supporting student success and faculty and staff in the School of Education. He and the Provost will continue to meet with the various schools, colleges, and departments on campus.

Pembroke Day, which this year includes 135 vendors and 56 health fair participants, occurs next week and the Chancellor believes that the event promotes better relations with the community.

Chancellor Carter mentioned that the Provost Search is screening applicants and that if there are no delays, on campus interviews could take place at the end of October or early November.

He reported that Patricia Fields had been asked to Chair the Installation Committee and would be working with a variety of offices on campus to complete the arrangements for the event that is tentatively scheduled for April 15. He said that she was tasked to keep costs down and to coordinate the proceedings of the installation with existing on campus events. The Chancellor invited the Trustees to have a liaison on the Committee, but added the caution that it would entail a lot of work.

The Chancellor reported that a Stakeholder Survey is now available to UNCP faculty, staff and students. He stated that it would soon be offered to external groups that include alumni, donors and key community people. He informed the Trustees that questions are directed as to how UNCP can enhance its service to its community. The survey results, in addition to the information gathered via the Listening Tours, will be used to as a foundation for UNCP's new vision. The Chancellor invited the Trustees to join him and faculty members as he opens a discussion with various communities on their higher education needs.

Chancellor Carter referred the Trustees to the list of strategic themes that he mentioned in the University Address, particularly in reference to the budget situation. He said that there are three themes that he would be asking the campus to focus on for the future:

1. Student success;
2. Aspiring to be the institution of choice because of what UNCP has to offer, not just because of UNCP's location or that it is one of the least expensive institutions; and
3. The institution's role in regional service.

He went on to say that the vice chancellor's job targets are related to these themes.

BUDGET UPDATE

Neil Hawk, Vice Chancellor for Business Affairs, provided the Trustees with a budget update focusing on three points. (Attachment 6)

1. He defined what enrollment growth is and the formula used to calculate each university's funding allotment.
2. He reviewed UNCP's current budget information and highlighted budgetary concerns that still need to be addressed in FY 2011.
3. Finally, he relayed to the Trustees budgetary information for FY12 that he has been given by the Office of Budget Management, the Governor's Office and UNC General Administration.

ENROLLMENT MANAGEMENT PRESENTATION

Jackie Clark, Vice Chancellor for Enrollment Management, reported UNCP's fall 2010 enrollment data (Attachment 7) for the total student body and freshman class, which included total enrollment, gender, diversity, and nationality information. She highlighted several challenges that Enrollment Management faces including the vacancy of the Director of Financial Aid position, the increased number of students needing financial aid, the decrease in number of American Indian students graduating from regional high schools and the loss of the graduating high school American Indian students due to their admission to other institutions. She mentioned that Admissions is finally fully staffed and that vacancies in the office had affected overall enrollment this past year. Vice Chancellor Clark mentioned that there were 35 freshman students that had successfully completed the Summer Bridge Program and that 75 College of Opportunity students are on campus this fall.

ACADEMIC AFFAIRS – RISE PROGRAM

Dr. Bob Poage explained that the Research Initiative and Scientific Enhancement Program (RISE) has been supported by a five year grant and that it was designed to support minority students interested in biomedical research by providing laboratory experience and contacts in the science field. He introduced the program coordinator, Jakyrra S. Tyson and three students who in turn explained why the program is important to them. The students, Holly Young, Joshua Ellerbe and Rhonda McClure, who is currently working on a research project at the National Institute of Health, were all appreciative of the opportunity to be part of the RISE program. Dr. Poage said that they will know next month whether the grant will be renewed for an additional five years.

DIVISION REPORTS AND JOB TARGETS (Attachment 5)

Academic Affairs

Vice Chancellor Bill Gash gave the floor to Dr. Ramin Maysami, Faculty Senate Chair, who then reported several concerns and activities of the faculty that include:

- implementation of the Quality Enhancement Plan – Writing to the Top, which was part of UNCP's SACS accreditation process;
- School of Business is working through the AACSB accreditation process and hope to have a site visit in 2012. Dr. Maysami stated that accreditation will improve faculty and student recruitment.
- faculty are working on the requested contingency furlough plan;
- faculty were happy with the diverse representation of faculty on the Provost Search Committee;
- the Department of Economics provides a regional economic forecast every year and it is currently posted on their Web site.
- the School of Business has recently received a grant to aid the establishment of new businesses in this area;

- the Economic Department is working with the Hispanic community in Robbins under the direction of Dr. Kathleen Hilton in Academic Affairs.
- the faculty are interested in extending the outlook of the local community to national and international levels by supporting participation of faculty and students at national conferences and internationally through the Magellan Exchange. Dr. Maysami said that the Magellan Exchange is an organization that facilitates the exchange of faculty and students between the United States, Latin American and Europe. He said that this is the first time that Magellan Exchange has worked with an institution of UNCP's size, shape and vocation;
- currently some faculty are team teaching a class with an institution in China. Students at both locations receive the same instruction from the same faculty;

Athletics

Dan Kenney, Director of Athletics, gave the Trustees an update on all UNCP sports standing in the season.

Business Affairs

Neil Hawk reported that the University is not only serving constituents here, but also contributing to the economic development of the region because UNCP has over \$30 million in construction work in process at this time.

Student Affairs

Diane Jones invited the Trustees to the GPAC event Friday evening, which kicks off Parent Weekend festivities and listed some of the activities available to students and families that weekend. She also mentioned that copies of the school paper, *Pine Needle*, were available.

University and Community Relations

Glen Burnette relayed that Pembroke Day is next Wednesday and that it is a true partnership with the town of Pembroke in that they pay for half of the food. He said that it is a great opportunity for UNCP to interact with the community. Glen Burnette handed out Listening Tour flyers (Attachment 8) that listed locations and dates.

OLD BUSINESS

Chairwoman Porter asked for an update on the Provost Search. The Chancellor said that there were over seventy applicants for the Provost position and he thanked Dan Kenney and Marla Locklear for their help in recruiting for this position over the summer.

NEW BUSINESS

Neil Hawk explained that the resolution authorizing agreements was another formality associated with the student housing project. He said that a \$5 million loan was used to get the construction started and this resolution gives the Chancellor or the Vice Chancellor for Business Affairs the authority to sign the documents associated with the completion of the project, which should occur next week.

He reported that the Foundation needed to acquire an additional .87 acres from the State because the project extended a little past the boundary because of the parking lot. Mr. Hawk stated that UNCP is on the Council of State agenda for their October 5, 2010 meeting to gain approval for this transaction and

that UNCP had worked with State Property – Office of Budget Management to facilitate the approval process.

**ACTION
2010 – 29**

Upon motion made by Thomas Nance and seconded by Donna Lowry, and unanimously carried, the Board of Trustees approved the resolution authorizing agreements related to the acquisition, construction and equipping of private housing facilities on campus. (Attachment 9)

Chairwoman Porter announced that the next item for consideration was the Strategic Finance Training offered by AGB (American Governing Boards). Chancellor Carter said that AGB received a grant from the Lumina Foundation for Education that would pay for AGB consultants to provide workshops on Strategic Finance to universities. He stated that participating institutions would pay the consultant's travel expenses and that it would mean a three to four hour time commitment for the Trustees. It was the consensus of the Trustees that the absent Trustees be notified of this opportunity and the Chancellor stated that he would see if the workshop could take place on the same day as the next Board meeting December 2, 2010.

Chairwoman Porter stated that the ADA Grievance Policy had been reviewed and edited. She explained that the most significant change was the responsible reporting party and that timelines have been added. Dr. Gash said that part of the edits were due to a new amendment in the American Disability Act. Assistant University Counsel, Ronette Gerber, addressed the Board and clarified that the policy is an Academic Affairs policy. She mentioned that the revised policy changed some reporting requirements, among other things.

**ACTION
2010 – 30**

Upon motion made by Dick Taylor and seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved the edited version of the ADA Policy. (Attachment 10)

OPEN DISCUSSION FOR TRUSTEES

Chairwoman Porter announced that any matters that need to be brought before the Board should be addressed to Board of Trustees Assistant Secretary, Joshua D. Malcolm.

ANNOUNCEMENTS

Chairwoman Porter made the following announcements:

- Pembroke Day is September 29.
- The next regular meeting of the BOT Executive Committee is scheduled for Thursday, November 18, 2010, at 12:00 PM in the Chancellor's Dining Room.
- The next regular meeting of the Board of Trustees will be held on Thursday, December 2, 2010, at 1:30 PM in the Lumbee Hall Board Room, 423. Lunch will be served prior to the meeting at

12:15 PM in the Chancellor's Dining Room for Trustees, Student Ambassadors and Student Government Association (SGA) officers.

- Chairwoman Porter mentioned that she has heard many people discussing The Distinguished Speakers Series. She reported that Erin Gurwell was very well received and that November 29 Adam Beach, an American Indian actor, will be speaking
- The Board of Governors has requested nominations for new Trustee members.

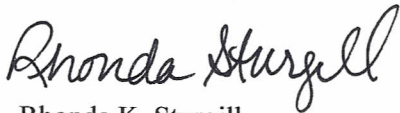
ADJOURNMENT

Upon motion made by Arlinda Locklear and seconded by Donna Lowry, and unanimously carried, the Board of Trustees meeting was adjourned.

Respectfully submitted,



Kindra D. Locklear
Assistant Secretary



Rhonda K. Sturgill
Recording Secretary

Attachments:

1. Agenda, Regular Board meeting, September 23, 2010
2. Minutes, Board of Trustee Retreat meeting minutes, August 5-6, 2010
3. Minutes, Board of Trustee Executive Committee meeting, November 16, 2010
4. August 5-6, 2010 Retreat Survey results
5. Division Reports & Job Targets
6. Budget Update Presentation
7. Enrollment Management Presentation
8. UNCP Listening Tour advertisement
9. Resolution Authorizing Agreements
10. ADA Policy - Revised