

**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, November 20, 2015 at 8:30 AM**

Christie Poteet, director of the Office for Community and Civic Engagement, and two students, Jordyn Roark and Erasto Simmons, led the trustees in a pre-meeting breakfast presentation.

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. Chairwoman Kellie Blue called the meeting to order at 9:31 AM.

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
Wiley Barrett
Bob Caton
Pat Corso
James Jones
Alphonzo McRae
Lorna Ricotta
Jarette Sampson
Larry Stone
Candace Locklear

Absent:
Newy Scruggs

Also in attendance: Chancellor Robin G. Cummings; Scott Billingsley, Associate 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, Athletic Director; Kelley Horton, Chief Audit Officer; Dr. Glen Burnette, Special Assistant for Constituent Relations; Dr. Scott Hicks, Faculty Senate Chair; 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 recognized Annette Straub, Executive Assistant for the Office of Enrollment, and Dr. Jeff Frederick, Chair, Department of History.

ETHICS STATEMENT

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 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 meeting:

- Board of Trustees Meeting, September 25, 2015

ACTION 2015-24

Upon motion made by James Jones, seconded by Don Metzger, and unanimously carried, the Board of Trustees approved the September 25, 2015, Board of Trustees Meeting Minutes (**Attachment 7**).

CHANCELLOR'S REPORT

Chancellor Cummings reported there has been a lot of activity since the previous board meeting. He commented on the breakfast presentation by Christie Poteet and the importance of the Food Pantry on campus, which helps provide food to students and members of the surrounding community who are in need. He also recognized Annette Straub who recently received the 2015 Governor's Award for Excellence in Customer Service. Dr. Jeff Frederick, Chair, Department of History, reported on the State Employees Combined Campaign, which has netted 54 percent participation at UNC Pembroke – an increase of 157 percent from last year.

Chancellor Cummings went on to discuss the NC Connect Bond, which is due to be placed on the ballot for March 15, 2016. The bond has set aside \$23M for UNC Pembroke. The funds will be used for the construction of a new School of Business building. (**Attachment 8**).

COMMITTEE REPORTS

Audit and Ethics

Don Metzger, committee chair, stated the committee has no action items for the Board. Kelley Horton, Chief Audit Officer, provided the committee with a summary of internal audit activity since the September 2015, meeting. There is currently a search for a permanent, full-time internal auditor, with plans to fill the position by the first of the year. Committee Chair Metzger stated Ms. Horton has begun three internal investigations regarding the potential misuse of state

property. Also, a recent audit of the UNCP Foundation, Inc. netted no findings. The committee reviewed the audit committee and internal audit charters, with no revisions made to either.

Educational Planning and Personnel

James Jones, committee chair, stated the committee heard reports from several offices within the division of Academic Affairs, as well as the current status of the Entrepreneurship Incubator, which will have a ribbon cutting on December 7. Committee Chair Jones stated the committee received a military services update and the 2016-17 enrollment projections. The committee also heard updates from Dr. Mei Yao, Director of Institutional Research, Dr. Scott Hicks, Associate Professor, Department of English and Faculty Senate Chair, and Nicolette Campos, Staff Council Chair.

ACTION 2015-25

Upon motion made by James Jones, seconded by Don Metzger, and unanimously carried, the Board of Trustees approved the conferral of graduate and undergraduate degrees upon those individuals certified by Provost Zoe Locklear as meeting all the University's requirements for such conferral at the winter commencement ceremonies to be held December 11 and 12, 2015, as recommended by the Educational Planning and Personnel Committee (**Attachment 9**).

ACTION 2015-26

Upon motion made by Jarette Sampson, seconded by Lorna Ricotta, and unanimously carried, the Board of Trustees approved the 2015-2016 Faculty and Senior Administrative and Academic Officers (SAAO) salary ranges, as required by UNC Policy Manual 600.3.4.C.(1)(2), and as recommended by Chancellor Robin G. Cummings (**Attachment 10**).

Finance and Administration

Lorna Ricotta, committee chair, stated the committee reviewed and discussed several revisions made to the non-salary and deferred compensation policy, to ensure the policy is in compliance with the Office of State Budget and Management. The revisions pertained to moving expenses, specifically what can be offered to either new Tier I or Tier II employees, as well as a thorough description of the protocol for approving such offers. The committee also heard updates regarding the state budget and university priorities. Committee Chair Ricotta reported the university's credit rating is expected to remain unchanged at A-, with an option to refinance.

The committee heard updates on several capital projects on campus, including the progress of the new Student Health Services Building, which has an expected completion date of September 24, 2016. Committee Chair Ricotta reported the Entrepreneurship Incubator had substantial completion in October 2015, and the Grace P. Johnson expansion project is currently in Phase II with an expected completion date of January 2016. Chancellor Cummings further commented on

various naming possibilities that could be utilized as a way of raising additional funding for the Student Health Services Building.

**ACTION
2015-27**

Upon motion made by Lorna Ricotta, seconded by Jarette Sampson, and unanimously carried, the Board of Trustees approved the proposed revisions to the UNC Pembroke Non-Salary and Deferred Compensation Policy, as recommended by Interim Vice Chancellor Carlton Spellman and Chancellor Robin G. Cummings (**Attachment 11**).

Public Affairs and Advancement

Larry Stone, committee chair, reported the committee discussed several items, including the hiring of a consulting firm to assist with a future capital campaign. Vice Chancellor Lowery stated several employees within the division of Advancement have participated in various professional development conferences in preparation for the capital campaign.

Committee Chair Stone stated Alison DeCinti, Interim Assistant Vice Chancellor for Advancement, reported on several gifts and planned gifts to the university. Joanna Warner, Interim Executive Director for University Communications and Marketing, updated the committee on a revision of the University Style Guide as well as an increased use of social media to improve outreach efforts. The committee heard from Patricia Fields, Executive Director of Givens Performing Arts Center, on upcoming shows and the pricing model used for those shows.

**ACTION
2015-28**

Upon motion made by Larry Stone, seconded by James Jones, and unanimously carried, the Board of Trustees approved the proposed changes to POL 03.00.01 – Facility and Program Naming Policy, as endorsed by the Public Affairs and Advancement Committee and as recommended by Chancellor Robin G. Cummings (**Attachment 12**).

Student Life and Athletics

Alphonzo McRae, committee chair, reported the committee heard from Dick Christy, Director of Athletics, regarding restructuring and new hires within the department. He also shared the implementation of a new community outreach program called Brave Buddies, which partners with Pembroke Elementary School. The idea has been submitted to the NCAA for nomination for an Award of Excellence. Interim Vice Chancellor Lisa Schaeffer reviewed with the committee the 2015-2016 Student Affairs Annual Report and the 2014-2019 Strategic Plan for the division. Christie Poteet discussed several initiatives by the department, including a Food Pantry and Professional Clothing Closet, to address food and clothing needs on campus and throughout the community. The committee also heard from several students regarding their experiences on campus and the usefulness of those resources.

DIVISION REPORTS

Chairwoman Blue asked for questions or comments regarding the division reports (**Attachment 13**).

CHAIRWOMAN’S REPORT

Chairwoman Blue spoke on several opportunities she has had to engage with the community and support the university. She and Dan Kenney, Chief of Staff, attended the announcement of Margaret Spellings as president-elect of the UNC System. Chairwoman Blue encouraged the trustees to attend as many university events as possible, and stay engaged with the campus and campus community. Chairwoman Blue recognized Trustee Holmes, who briefed the Board on a visit to Fayetteville State to discuss its Cyber Security Degree Program.

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

Upon motion made by Candace Locklear, seconded by Jarette Sampson and unanimously carried, the Board of Trustees approved the motion to go into closed session to discuss confidential personnel matters; *NCGS §143-318.11(a)(1)(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.

**ACTION
2015-29**

Upon motion made by Alphonzo McRae, seconded by Don Metzger and unanimously carried, the Board of Trustees approved the multi-year contract for the Director of Athletics, for which the essential terms are detailed in the document provided to the Board, in accordance with the Board of Trustees Bylaws (para. 1.4.7), as required by UNC Policy Manual 1100.3, and upon recommendation by the Student Life and Athletics Committee and Chancellor Robin G. Cummings (**Attachment 14**).

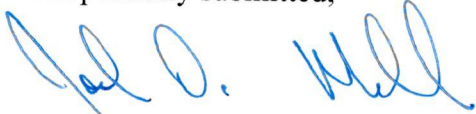
ANNOUNCEMENTS

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 privileged motion and the meeting was adjourned at 11:52 AM. 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, Regular Board Meeting, November 20, 2015
7. Minutes, Board of Trustees Meeting, September 25, 2015
8. Chancellor's Report
9. Winter 2015 Candidates for Degrees (graduate and undergraduate)
10. 2015-16 EPA and SAAO Ranges and Faculty Salary Ranges
11. Non-Salary and Deferred Compensation Policy (with proposed changes)
12. POL 03.00.01 – Facility and Program Naming Policy (with proposed changes)
13. Division Reports
14. Multi-year contract – Director of Athletics