

**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 16, 2018 at 8:30 AM**

The Trustees participated a pre-meeting presentation and exercise conducted by several students with the UNC Pembroke Model United Nations Team. They were directed by their faculty leaders Drs. Kevin Freeman and Kirill Bumin.

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. Chairman Jim Jones called the meeting to order at 9:35 a.m.

PLEDGE OF ALLEGIANCE

Trustee Allen Jamerson led the Trustees in the Pledge of Allegiance.

ROLL CALL

Roll was called and the following Trustees were present:

James Jones
Alphonzo McRae
Wiley Barrett
Pat Corso
Mary Ann Elliott
Dajer Fernandez
Allen Jamerson
George Little
Jack Lowery
Larry Stone
Jim Thomas

Absent:

Don Metzger
Bob Caton

Also in attendance: Chancellor Robin G. Cummings; Provost David Ward, vice chancellor for Academic Affairs; Dr. Stewart Thomas, vice chancellor for Finance and Administration; Dr. Lisa Schaeffer, vice chancellor for Student Affairs; Mark Gogal, interim vice chancellor for Advancement; Dick Christy, director of Athletics; Jodi Phelps, executive director of University Communications and Marketing; Megan Fees, chief audit officer; Dan Kenney, chief of staff; Justin Smith, assistant to the chancellor for communications and research; Julie Smith, assistant to the chancellor for external affairs; Lois Williams, associate vice chancellor for Enrollment; 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

None.

ETHICS ANNOUNCEMENT BY THE CHAIR

Chairman Jones 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, November 16-17, 2017
- Board of Trustees Meeting, Closed Session, November 17, 2017

ACTION

2018-01

Upon motion made by Wiley Barrett, seconded by Alphonzo McRae and unanimously carried, the Board of Trustees approved the minutes of the following meetings: November 16-17, 2017, Regular Meeting; November 17, 2017, Closed Session (**Attachments 7 and 8**).

- Board of Trustees Executive Committee, Special Called Meeting, December 18, 2017

ACTION

2018-02

Upon motion made, properly seconded and unanimously carried, the Board of Trustees Executive Committee approved the minutes of the Special Called Meeting held December 18, 2017 (**Attachment 9**).

CHANCELLOR'S REPORT

Chancellor Cummings updated the Trustees on recent events and community involvement activities (**Attachment 10**). He also provided a brief update on UNC Pembroke's Free Speech Event Policy (POL 04.05.01), which, as a result of a recent report published by the Foundation for Individual Rights in Education (FIRE), underwent a thorough review process. The review was conducted by Kelvin Jacobs, assistant general counsel, and Travis Bryant, associate vice chancellor for campus safety. The Chancellor informed the Trustees, that as a result of the review, he recently approved some of the recommended revisions.

COMMITTEE REPORTS

Audit and Ethics

Committee Chair Pat Corso reported the committee had no action items for the Board. The committee heard a presentation from Chuck Dail of the NC Office of the State Auditor. He reviewed the FY2017 audit report for UNC Pembroke.

Educational Planning and Personnel

Committee Chair Alphonzo McRae stated the committee had a full agenda. He then recognized Mr. Joshua Malcolm to review the 2016-2017 Human Resources Compliance Report (formerly known as the Management Flexibility Report) with the committee. Mr. Malcolm explained the history of the report, and as a university that has been granted management flexibility, UNCP has the authority to establish salary ranges for SAAO Tier II, faculty, and IRPS positions. Mr. Malcolm then answered several questions.

The committee also heard reports from the Faculty Senate, Staff Council and the Honor's College. Dr. Barry O'Brien provided a brief report on the Entrepreneurship Incubator, which recently hosted a Fireside Chat featuring Trustee Mary Ann Elliott as the guest speaker. Provost Ward spoke on the Proposed Disciplinary Statements for the Promotion and Tenure policy. He stated the Financial Aid Office, Registrar's Office, Bursar's Office, and Admissions will be combined to form a Student Services Hub. He also announced that Christina Reeves has been hired as Registrar.

ACTION 2018-03

As recommended by the Educational Planning and Personnel Committee, and upon motion made by Alphonzo McRae and unanimously carried, the Board of Trustees approved the 2016-2017 Human Resources Compliance Report as prepared by university administration for submission to the UNC Board of Governors (**Attachment 11**).

Finance and Administration

Committee Chair Pat Corso participated in the committee meeting via teleconference. In his stead, he appointed Larry Stone as acting chair. Mr. Stone reported the committee heard several updates. The Enrollment Growth/Reduction Distribution was completed by BOG in January and leadership is working to allocate available resources. Funding of \$106,500 was transferred from the general fund to the capital fund for the power relocation required as a result of the DOT/Prospect Road project. The Endowment is valued at \$24.1 million and earned 6.54 percent, resulting in a 13.52 percent annualized return as of December 31, 2017. Through the first half of the fiscal year, the university has awarded \$394 thousand in scholarships and professorships, and received \$375 thousand in endowments. The joint investment committee recently approved the disbursement of \$1.06 million for professorships and scholarships.

The committee received an update on capital projects. The university submitted to the System Office requests for \$6 million to complete funding for the new School of Business building and \$5.9 million for land acquisition. If approved, these projects would be funded from appropriations. UNCP also submitted two projects to be funded with university funding: \$4.5 million for improvements to Chavis Center Dining and \$5.5 million for the Campus Recreation and Baseball/Softball Outdoor Complex project. The advance planning phase for the School of Business building is in the final phase. Documents related to an analysis of building a net-zero or net-positive facility are being completed for submission to the Office of State Construction by the end of February or early March. The committee was reminded that the advance planning documents must match the available budget for the project.

Design work for the renovation of West Hall is on schedule to be completed by fall 2018. The design firm Jenkins Peer has had three meetings with the Building Committee in the development of the advance planning documents. The Gateway project along Prospect Road is currently in design phase. Design firm LS3P has developed renderings based on feedback from the Building Committee. The committee will seek Chancellor Cummings' approval once a final design is chosen. The DOT project for Prospect Road will be rebid on February 20. Construction is set to begin in April with an expected completion of October 2019.

The 2017 Debt Capacity Report was presented, showing UNCP with a surplus capacity to absorb the planned \$5.5 million issuance for the Campus Recreation Baseball/Softball Outdoor Complex project. The committee then reviewed and discussed the proposed Debt Management Policy, as prepared by the Office of Finance and Administration. Acting Committee Chair Stone then offered the following motion.

ACTION
2018-04

As recommended by the Finance and Administration Committee, and upon motion made by Larry Stone and unanimously carried, the Board of Trustees approved the new Debt Management Policy as presented by Vice Chancellor Stewart Thomas (**Attachment 12**).

Public Affairs and Advancement

Acting Committee Chair Allen Jamerson reported the committee heard several updates. Interim Vice Chancellor Mark Gogal reported fundraising totals for FY2018 have increased 41 percent compared to FY2017, as of December 31. Cash totals have also increased by 56 percent. The largest individual gift for the fiscal year was from Mary Ann Elliott to name the Mary Ann Elliott Business Career Center in the new School of Business Building. Mr. Gogal stated the university continues to build relationships with various corporate and business partners. He then reviewed several upcoming events to increase alumni engagement including the #WeAreUNCP campaign and Senior Week April 16-21.

The committee then heard from Jodi Phelps, executive director of University Communications and Marketing who stated traffic for the UNCP virtual tour has increased, as well as the social media audience. Also, GPAC has had record attendance for the 2017-2018 season, and has kicked off a new virtual campaign through March to raise funds to make the arts more

accessible. Mrs. Phelps reported the new UNCP website will officially transition on Monday, February 19, with several new features to allow increased functionality and traffic retention. The committee also reviewed and approved three naming requests for the full Board to consider. The following motions were then made.

ACTION

2018-05

As recommended by the Public Affairs and Advancement Committee, and upon motion made by Allen Jamerson and unanimously carried, the Board of Trustees approved the motion to name the pharmacy located in the Student Health Building in accordance with UNC Pembroke POL 03.00.01 – Facility and Program Naming Policy, as recommended by Interim Vice Chancellor Mark Gogal and Chancellor Robin G. Cummings. This facility shall be known as the “Dr. Martin Luther Brooks Pharmacy” in perpetuity, as described in the letter of request from Chancellor Cummings (**Attachment 13**).

ACTION

2018-06

As recommended by the Public Affairs and Advancement Committee, and upon motion made by Allen Jamerson and unanimously carried, the Board of Trustees approved the motion to name the business commons which shall be located in the new School of Business Building in accordance with UNC Pembroke POL 03.00.01 – Facility and Program Naming Policy, as recommended by Interim Vice Chancellor Mark Gogal and Chancellor Robin G. Cummings. This facility shall be known as the “Z.V. Pate Business Resource Commons” for a period of five years to commence upon the official opening of the building once constructed, as described in the letter of request from Chancellor Cummings (**Attachment 14**).

ACTION

2018-07

As recommended by the Public Affairs and Advancement Committee, and upon motion made by Allen Jamerson and unanimously carried, the Board of Trustees approved the motion to name the auditorium which shall be located in the new School of Business Building in accordance with UNC Pembroke POL 03.00.01 – Facility and Program Naming Policy, as recommended by Interim Vice Chancellor Mark Gogal and Chancellor Robin G. Cummings. This facility shall be known as “The Upchurch Auditorium” in perpetuity to commence upon the official opening of the building once constructed, as described in the letter of request from Chancellor Cummings (**Attachment 15**).

Student Life and Athletics

Acting Committee Chair Dajer Fernandez reported the committee heard from two UNCP students: Avery Locklear and Taley Strickland. Avery is from Salisbury, NC, and is a current member of the women's basketball team. She has familial ties to Pembroke, and last year received the Peach Belt Conference Elite 15 Award for her outstanding performance as a student-athlete. Taley was recently crowned Miss UNC Pembroke 2018. She is a senior graduating in May with a BS in Mass Communication, with a Public Relations concentration and a minor in American Indian Studies. Taley interns with the Undergraduate Admissions Office and will begin working on her master's degree in the fall of 2018.

Vice Chancellor Lisa Schaeffer discussed the Student Affairs guidebook with the committee. The guidebook explains the mission of the division, as well as the function of its departments and various collaborative highlights among the department. The committee then heard reports on the review process for two policies. Cynthia Oxendine, assistant vice chancellor, reviewed the recommended changes to the Facilities Use Policy for External Groups and its appendices, which included the use of signage to promote events on campus. Jodi Phelps added the university receives numerous requests from outside the university to advertise sales or other content, and Dick Christy, director of athletics, reviewed proposed changes to the Athletics Substance Education, Screening and Counseling Policy. He stated it is an institutional policy separate from the NCAA testing process. Mr. Christy then recognized Rose Bussey, athletic trainer, to review the process used when testing for banned substances, as well as the appeals and hearing process. The committee approved the motion to present both policies to the full Board for consideration.

ACTION

2018-08

As recommended by the Student Life and Athletics Committee, and upon motion made by Dajer Fernandez and unanimously carried, the Board of Trustees approved the proposed revisions to the Facilities Use for External Groups Policy as presented by Vice Chancellor Lisa Schaeffer (**Attachment 16**).

ACTION

2018-09

As recommended by the Student Life and Athletics Committee, and upon motion made by Dajer Fernandez and unanimously carried, the Board of Trustees approved the proposed revisions to the Athletics Substance Education, Screening and Counseling Policy as presented by Athletic Director Dick Christy (**Attachment 17**).

DIVISION REPORTS

Chairman Jones asked for questions or comments regarding the Division Reports (**Attachment 18**). There were none.

CHAIRMAN’S REPORT

Chairman Jones reviewed a memo addressed to the UNC System Boards of Trustees from BOG University Governance Committee Chair Steve Long regarding delegated duties and authorities of the boards. The memo asked that boards review a summary of duties and authorities of boards of trustees. He recognized Mr. Malcolm to explain a suggested plan of reviewing UNC Pembroke’s duties and policies related to university governance. Mr. Malcolm recommended the Board direct university administration (i.e., Chancellor’s Cabinet) review the duties listed in the memo and provide a detailed explanation of suggested revisions to current governance policies to the Executive Committee of the Board. Mr. Malcolm suggested the Executive Committee could then review all suggestions during a special called meeting in order to formulate a response to the System Office on behalf of the full Board. After some discussion, the Board reached a consensus to move forward with the proposed plan.

ACADEMIC PROGRESS AND STRATEGIES UPDATE

Chairman Jones recognized Provost Ward and Jodi Phelps to discuss the academic progress and strategies as it relates to NC Promise and enrollment. Mrs. Phelps briefly reviewed the advertising and social media impact to the university. She stated advertising ended early as a result of the high volume of interest in the February open house. In addition, traffic to the UNCP website has increased. Provost Ward reviewed the current enrollment plan and strategies for creating health sciences programs and other academic initiatives.

CLOSED SESSION

Chairman Jones asked the Board of Trustees move into closed session.

Upon motion made by George Little, properly seconded and unanimously carried, the Board of Trustees approved the motion to go into closed session to discuss confidential personnel matters and to consider the qualifications, competence, performance, character, fitness, conditions of employment of a prospective employee **NCGS §143-318.11 (a)(1)(6)**.

CLOSED SESSION

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



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

ANNOUNCEMENTS

Chairman Jones reviewed the announcements as printed. He encouraged the Trustees to attend as many events as possible and urged the Trustees to complete their annual Statements of Economic Interest, as required by the State Ethics Commission, as soon as possible.

ADJOURNMENT

There being no further business to come before the Board, Chairman Jones made a privileged motion to adjourn. The meeting of the Board of Trustees was adjourned at 12:35 p.m. Chairman Jones 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 16, 2018
7. Minutes, Board of Trustees Meeting, November 16-17, 2017
8. Minutes, Board of Trustees Meeting, Closed Session, November 17, 2017
9. Minutes, Board of Trustees Executive Committee Special Called Meeting, December 18, 2017
10. Chancellor's Report
11. FY2017 Human Resources Compliance Report, formerly Management Flexibility Report
12. Policy Approval – Debt Management Policy
13. Naming Recommendation – “Dr. Martin Luther Brooks Pharmacy”
14. Naming Recommendation – “Z.V. Pate Business Commons”
15. Naming Recommendation – “The Upchurch Auditorium”
16. Policy Approval, revision – Facilities Use for External Groups Policy
17. Policy Approval, revision – Athletics Substance Education, Screening and Counseling Policy
18. Division Reports