

**MINUTES OF THE MEETING OF  
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE  
BOARD OF TRUSTEES  
Thursday, November 15, 2018 at 5:00 PM**

The meeting of the University of North Carolina at Pembroke Board of Trustees was held in Lumbee Hall, board room 423. Chairman Don Metzger called the meeting to order at 5:02 PM.

**ROLL CALL**

Roll was called and the following Trustees were present:

Don Metzger  
Pat Corso  
Wiley Barrett  
Bob Caton  
Mary Ann Elliott  
Allison Harrington  
Allen Jamerson  
Karen Sampson  
Larry Stone  
Jim Thomas  
Omar Torres

Absent:

George Little  
Alphonzo McRae

Also in attendance: Chancellor Robin G. Cummings; Associate Provost Scott Billingsley; Stewart Thomas, vice chancellor for Finance and Administration; Lisa Schaeffer, vice chancellor for Student Affairs; Bryan Robinson, vice chancellor for Advancement; Dick Christy, director of Athletics; Jodi Phelps, executive director of University Communications and Marketing; Mark Gogal, chief of staff; Julie Smith, special assistant to the chancellor for external affairs; 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**

Chancellor Cummings welcomed Governor David Powers, BOG liaison for UNC Pembroke. The Board was also joined by Kenneth Spayd, senior associate vice chancellor, and Kristy Nance, director of Budget and Finance.

**ETHICS STATEMENT**

Chairman Metzger 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 Metzger recognized Dr. Lisa Schaeffer to discuss the history of the tuition and fees process (**Attachment 7**). She explained the makeup of the Tuition and Fees Committee and the appointment process. Dr. Schaeffer stated the committee held four meetings and conducted two student forums to garner feedback on the proposed increases. She stated after all considerations the committee recommended an increase of five (5) percent for graduate tuition (resident and non-resident), and a seven (7) percent increase for the MBA differential tuition (resident and non-resident). Further, the committee approved the maximum three (3) percent increase in general student fees, as allowed by UNC System Office, to be used in the areas of Athletics, Health Services, Student Activities, and Education and Technology. The total student fees increase shall total \$72.49. Dr. Schaeffer discussed the current tuition and fee data for UNC Pembroke for full-time undergraduate and graduate students as compared with other UNC schools. She noted, due to the NC Promise Legislative Tuition buy-down, UNC Pembroke could not request an increase in undergraduate tuition.

Dr. Scott Billingsley explained the breakdown of how revenue generated by campus initiated tuition increases are distributed: 40 percent to provide additional academic support to support student success (i.e., graduate assistantships, tutoring, and to meet the requirement of the UNC Strategic Plan's performance agreement); 25 percent to maintain the quality of academic programming; 20 percent to support academic program development; and 15 percent to the recruitment and retention of highly qualified faculty.

Dr. Stewart Thomas explained the rationale for increases in student fees in the areas of athletics, health services, education and technology, and student activity, as requested by the respective divisions and/or departments. He went on to explain the rationale for the Tuition and Fee Committee's recommendations for fee increases. Chancellor Cummings then discussed with the Board his recommendations for fee increases.

The group received and answered several questions from the Board, and a thorough discussion regarding the recommendations ensued. Chancellor Cummings then provided a brief overview of the listed miscellaneous fees, which are separate from mandatory student fees. Mr. Malcolm reminded the Board the chancellor has ultimate authority to approve miscellaneous fees.

After discussing Student Tuition and Fees, Chairman Metzger recessed the meeting at 5:48 p.m. until 8:30 a.m. Friday, November 16, 2018.

**MINUTES OF THE MEETING OF  
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BOARD OF TRUSTEES  
Friday, November 16, 2018 at 8:30 AM**

The trustees were led in a pre-meeting breakfast presentation by Provost Ward, Vice Chancellor Stewart Thomas, and Julie Smith as they reviewed the UNC System Dashboard. The Board also received their annual update on the university Fire and Safety Report and training related to Title IX & Clery Compliance from Ronette Sutton Gerber.

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 Don Metzger reconvened the meeting at 9:41 a.m. He reminded the Board that it continues to be subject to the NC State Government Ethics Act.

**ROLL CALL**

Roll was called and the following Trustees were present:

Don Metzger  
Pat Corso  
Wiley Barrett  
Bob Caton  
Mary Ann Elliott  
Allison Harrington  
Allen Jamerson  
George Little  
Alphonzo McRae Jr.  
Karen Sampson  
Larry Stone  
Jim Thomas  
Omar Torres

Absent:

Also in attendance: Chancellor Robin G. Cummings; Associate Provost Scott Billingsley; Stewart Thomas, vice chancellor for Finance and Administration; Lisa Schaeffer, vice chancellor for Student Affairs; Bryan Robinson, vice chancellor for Advancement; Dick Christy, director of Athletics; Jodi Phelps, executive director of University Communications and Marketing; Mark Gogal, interim chief of staff; Julie Smith, special assistant to the chancellor for external affairs; 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**

Chairman Metzger recognized the three new trustees (Allison Harrington, Karen Sampson, and Omar Torres) and asked them to briefly introduce themselves to the Board. Chancellor Cummings welcomed Governor David Powers, UNCP liaison to the Board of Governors. Also attending were Megan Fees, chief audit officer, and Lois Williams, associate vice chancellor for enrollment.

## **ADDITIONS/DELETIONS TO THE AGENDA**

None

## **APPROVAL OF MINUTES**

Minutes were presented for the following meetings:

- Board of Trustees Meeting, April 13, 2018
- Board of Trustees Meeting, Closed Session, April 13, 2018
- Board of Trustees Executive Committee Meeting, Special Called, May 9, 2018
- Board of Trustees Special Called Meeting, June 14, 2018
- Board of Trustees Meeting, Closed Session, June 14, 2018
- Board of Trustees Executive Committee Meeting, Special Called, June 20, 2018
- Board of Trustees Executive Committee Meeting, Closed Session, June 20, 2018

### **ACTION 2018-27**

Upon motion made by Allen Jamerson, seconded by Bob Caton, and unanimously carried, the Board of Trustees approved the minutes of the board of Trustees and Executive Committee of the Board of Trustees as listed (**Attachments 8-14**).

## **STUDENT TUITION & FEES**

Chairman Metzger reminded the Trustees of their previous discussion on November 15 regarding the proposed tuition and general student fee increases for academic year 2019-2020 (**Attachment 7**). There being no further discussion, the following motions were made.

### **ACTION 2018-28**

Upon motion made by Mary Ann Elliott, seconded by Wiley Barrett, and unanimously carried, the Board of Trustees approved the proposed Academic Year (AY) 2019-2020 campus initiated tuition increase of zero (0) percent for residential and non-residential undergraduate students and an increase of seven (7) percent for residential and non-residential graduate students, with said increases to be allocated in the following manner: 40 percent to provide additional academic support for student success initiatives; 25 percent to academic programing; 20 percent to support academic program development; and 15 percent to recruit and retain highly qualified faculty. Furthermore, the Board approved a seven (7) percent increase in the MBA Professional Tuition Differential, all as recommended by Chancellor Robin G. Cummings and as discussed by the Board on November 15.

**ACTION  
2018-29**

Upon motion made by Wiley Barrett, seconded by Alphonzo McRae, and unanimously carried, the Board of Trustees approved the proposed Academic Year (AY) 2019-2020 mandatory student fee increase of \$72.49, or three (3) percent, as recommended by Chancellor Robin G. Cummings and as discussed by the Board on November 15. The areas affected by the increase shall include Athletics, Student Health Services, Student Activities, Drama, Campus Recreation, and Education & Technology (**Attachment 7**).

**CHANCELLOR'S REPORT**

In addition to the full report previously provided to the Board, Chancellor Cummings commended Dr. Jonathan Drahos and the theater department on their production of *The Three Musketeers*. The trustees also watched the latest commercial recently produced for regional television distribution. Chancellor Cummings went on to discuss three areas that he feels are of most import for the university: NC Promise and the impending enrollment growth; the creation of the College of Health Sciences which will include the School of Nursing, departments of Social Work and Counseling, and Health and Human Performance, with the goal of creating several programs including a doctor of Nurse Practitioner, Occupational Therapy, Physical Therapy, and Speech Therapy; and construction projects for the new School of Business building and West Hall renovation (**Attachment 15**).

**COMMITTEE REPORTS**

Audit and Ethics

Committee Chair Allen Jamerson, reported the committee has one action item for the Board. During its meeting, the committee received a briefing from Nancy Crouch, associate vice chancellor for Technology Resources, on the UNCP Cybersecurity Program, including improvements in risk assessment, the mitigation strategy associated with those risks, and the coordination with State agencies during the process. Megan Fees, chief audit officer, then reviewed the draft 2018-2019 Internal Audit Plan with the committee. The audit plan details specific audits to be conducted throughout the year, including but not limited to inventory and cash counts, employee separation process, additional service contracts, grants, and the facility use fee.

**ACTION  
2018-30**

As recommended by the Audit and Ethics Committee, and upon motion made by Allen Jamerson, the Board of Trustees unanimously approved the 2018-2019 Internal Audit Plan (**Attachment 16**).

Educational Planning and Personnel

Committee Chair Mary Ann Elliott reported on several updates provided to the committee. Dr. Beth Holder was introduced as the new dean of the University College. Dean Barry O'Brien, School of Business, provided an update on the Thomas Entrepreneurship HUB, and Dr. Ryan Anderson, history, spoke on the benefits of PURC (Pembroke Undergraduate Research Council) for both students and faculty. Keats Ellis provided an update on Staff Council and introduced April

Whittemore-Locklear as chair-elect beginning January 2019. Dr. Mohammad Ashraf reported on several initiatives from Faculty Senate, including requiring one American Indian Studies courses as a requisite for undergraduate graduation. Dr. Ashraf expressed faculty would like to see more full-time tenure track faculty hired to keep up with expected enrollment growth due to NC Promise. At the conclusion of her report, Committee Chair Elliott offered the following motion.

**ACTION**  
**2018-31**

As recommended by the Educational Planning and Personnel Committee, and upon motion made by Mary Ann Elliott, the Board of Trustees unanimously approved the conferral of graduate and undergraduate degrees upon those individuals certified by Provost David Ward as meeting all the University's requirements for such conferral at the winter commencement ceremonies to be held December 14 and 15, 2018 (**Attachment 17**).

Finance and Administration

Committee Chair Larry Stone provided the Board with updates related to several fiscal matters and capital projects. The university's general fund budget is set increase nearly \$10 million to \$88.6 million as a result of enrollment growth. It is expected the maximum 2.5 percent of state appropriations will be carried forward to next fiscal to be used for operating expenses and/or capital projects. The endowment has earned 1.89 percent (7.77 percent annualized) since July 1, 2018, and is valued at \$24.5 million. Subsequent to the JIC's decision to restructure management of the endowment, effective October 1, the endowment will be split with 50 percent managed by UNC Management Corporation and 50 percent staying with Morgan Stanley.

The committee heard updates regarding several capital projects across campus. The Prospect Road project continues as scheduled, and has reduced travel lanes to one lane in each direction. It is still anticipated to have substantial completion by May 2019, with final completion by March 2020. The designer for the Campus Gateway project submitted plans to NC DOT for the roundabout. Subsequently, DOT requested to be indemnified from any portion of the project that may involve university owned property. The School of Business Building project continues in the design phase. Several revised exterior and floorplans have been submitted to the building committee for review and feedback. Submittal of a combined schematic design and design development package has occurred for the West Hall project. The current schematic design construction cost exceeds the budget, meaning the construction manager and designer must develop cost control and value engineering options.

At the conclusion of his report, Committee Chair Stone offered the following motion.

**ACTION**  
**2018-32**

As recommended by the Finance and Administration Committee, and upon motion made by Larry Stone, the Board of Trustees unanimously approved the designation of Vice Chancellor Stewart Thomas and Senior Associate Vice Chancellor Kenneth Spayd as the primary and secondary agents, respectively, for any FEMA related matters and/or submissions (**Attachment 18**).

## Public Affairs and Advancement

Committee Chair Pat Corso reported Jodi Phelps provided an update from University Communications and Marketing. Social media mentions for UNCP have increased – mostly due to NC Promise – and the Virtual Tour has generated over 16,000 visits. The GPAC season opening was delayed due to Hurricane Florence resulting in a minor impact to ticket sales. Dr. Bryan Robinson, vice chancellor for Advancement, announced plans to fill 11 fundraiser positions within the division. He also announced plans to invest in a customer relationship management software and data analytics system to aid Advancement staff in outreach and fundraising. Following his report, Committee Chair Corso offered the following motion.

### **ACTION 2018-33**

As recommended by the Public Affairs and Advancement Committee, and upon motion made by Pat Corso, the Board of Trustees unanimously approved two naming opportunities in accordance with POL 03.00.01 – Facility and Program naming Policy, and as recommended by Vice Chancellor Bryan Robinson and Chancellor Robin G. Cummings. The facilities shall be known as The David and Kathy Edge Testing Center and The David and Kathy Edge Writing Center, which shall be located in the new School of Business building and shall be named in perpetuity (**Attachment 19**).

Vice Chancellor Robinson commended Mark Gogal and Julie Smith for their work ahead of his arrival to the university and for leading the way for Chancellor Cummings' vision.

## Student Life and Athletics

Committee Chair Wiley Barrett reported the committee heard several reports from within the division. Student-athlete David Strothers spoke about his experiences as a member of the men's basketball team and his development as a student over the last several years. SGA President Omar Torres reviewed the mission, structure and goals of the SGA for 2018-2019. The committee heard from Abdul Ghaffar, director of Campus Engagement and Leadership, who spoke about the office's goals for the year, and discussed the Distinguished Speaker Series lineup. Dr. Schaeffer reviewed the Student Affairs guide which provided several highlights throughout the division.

Director of Athletics Dick Christy provided several updates from his department. There is a new collaboration with the Center for Student Success to proactively recognize student-athletes who may be at-risk of ineligibility in order to improve their academic success. He went on to explain the department's transition to the Mountain East Conference for five athletic programs with four programs slated to begin competition for the 2019-2020 season: swimming and diving, wrestling, and men's and women's indoor track & field. Football will begin MEC competition in fall 2020.

## **DIVISION REPORTS**

Chairman Metzger asked for questions or comments regarding the division reports (**Attachment 20**). There were none.

## **CONFLICT OF INTEREST NOTICE**

Chairman Metzger recognized Joshua Malcolm. Mr. Malcolm read into the record the findings based on the Statements of Economic Interest filed by new trustees Allison Harrington and Karen Sampson. Mr. Malcolm stated both trustees have no direct conflict but the potential for a conflict exists. Both trustees were notified to use “appropriate caution” in performing their public duties in the event business comes before the Board that is associated with any real estate and/or company with which they hold an interest.

## **CHAIRMAN’S REPORT**

Chairman Metzger spoke about the recent dinner he attended with President Spellings ahead of the November BOG meeting. He encouraged the trustees to remember Chancellor Cummings comments during his report about the top three priorities for the university.

### **ACTION 2018-34**

Upon motion by Wiley Barrett, seconded by George Little and unanimously carried the Board of Trustees approved the motion to ratify the selection/appointments of the Board leadership for AY2018-2019, as listed in the meeting materials (**Attachment 21**).

## **NC PROMISE UPDATE**

Chairman Metzger recognized Drs. Thomas and Billingsley to lead discussion related to NC promise and its impact on the university (**Attachment 22**). Dr. Thomas addressed the potential financial impact stating the university primarily generates revenue from tuition receipts (student payments and funds from NC Promise legislative buydown) and state appropriations (state budget and enrollment growth). Dr. Thomas explained funding from the state budget is based on the previous year’s FTE figures. For AY18-19, total tuition receipts were \$26.5 million and total state appropriations were \$62.1 million, which gave the university an approximately 12.7 percent increase in receipts over AY2017. Dr. Thomas also explained there is a projected 13.35 percent increase in student fees.

Dr. Thomas next explained the concerns that are being addressed by the university related to NC Promise. Those include housing, impact on enrollment for summer sessions, potential change in the enrollment growth funding model, and the future of NC Promise (i.e., how long will it last).

Dr. Billingsley next addressed management of strategic growth. He stated fall 2018 enrollment was 7,137 graduate and undergraduate students, with a projected spring 2019 enrollment of 6,721. Considering all factors associated with fall and spring graduation, new freshmen and transfer students, withdrawals, and students transferring out, the current projected fall 2019 enrollment is 8,044. Dr. Billingsley explained this potential growth will create a need for housing for approximately 43 percent of the student population, and based on current university housing options, could create a shortfall of 3 percent or 223 beds. He went on to review the current application and acceptance figures for fall 2019, and the steps administration is taking to handle the growth.

Dr. Thomas concluded the presentation by reviewing several initiatives that are being discussed by the System Office including changing the enrollment growth funding model.



**ACTION  
2018-35**

Upon motion by Wiley Barrett, seconded by George Little and unanimously approved, the Board of Trustees approved the motion to move into closed session for the statutory purposes referenced in NCGS 143-318.11 (a)(3)(5)(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. Chairman Metzger recognized that Trustees Elliott and Thomas were both excused from the meeting during closed session due to scheduling matters.

**ACTION  
2018-36**

Upon motion made by Wiley Barrett, seconded by Allen Jamerson and unanimously carried, the Board of Trustees approved the granting of tenure to Dr. Beth Holder, dean of the University College, as recommended by Provost David Ward and Chancellor Robin G. Cummings (**Attachment 23**).

**ACTION  
2018-37**

Upon motion made by Bob Caton, seconded and unanimously carried, the Board of Trustees authorized Chancellor Cummings and his staff to negotiate the land acquisition matters discussed in closed session, as directed by the System Office and the NC State Property Office.

**ACTION  
2018-38**

Upon motion made by Pat Corso, seconded by Alphonzo McRae and unanimously carried, the Board of Trustees authorized Chancellor Cummings and General Counsel Joshua Malcolm to take any and all necessary legal steps to protect the University's property interests along the north boundary of campus as it relates to easement/access issues, as directed by the NC Attorney General's Office.

**ACTION  
2018-39**

Upon motion made by Don Metzger, seconded by Bob Caton and unanimously carried, the Board of Trustees approved the Tier I salary increase as discussed in closed session and as set forth in the attachment of record, as recommended by Chancellor Robin G. Cummings.

**ACTION**  
**2018-40**

Upon motion made by Don Metzger, seconded by Alphonzo McRae and unanimously carried, the Board of Trustees approved the non-salary compensation request for Julie Smith as discussed in closed session and as set forth in the attachment of record, as recommended by Chancellor Robin G. Cummings.

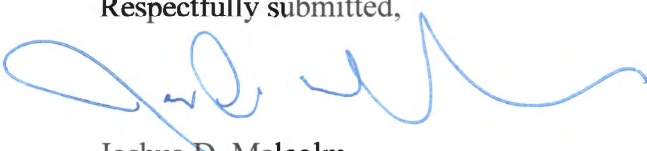
**ANNOUNCEMENTS**

Chairman Metzger reviewed the announcements as printed and encouraged the Trustees to attend as many events as possible.

**ADJOURNMENT**

There being no further business to come before the Board, Chairman Metzger proposed a privileged motion and the meeting was adjourned at 1:10 p.m. Chairman Metzger 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 15 and 16, 2018
7. Proposed AY 2019-2020 Tuition and General Student Fee Increases
8. Minutes, Board of Trustees Meeting, April 13, 2018
9. Minutes, Board of Trustees Meeting, April 13, 2018, Closed Session
10. Minutes, Board of Trustees Executive Committee Meeting, May 9, 2018
11. Minutes, Board of Trustees Meeting, Special Called, June 14, 2018
12. Minutes, Board of Trustees Meeting, Special Called, June 14, 2018, Closed Session
13. Minutes, Board of Trustees Executive Committee Meeting, June 20, 2018
14. Minutes, Board of Trustees Executive Committee Meeting, June 20, 2018, Closed Session
15. Chancellor's Report
16. Internal Audit Plan, Fiscal Year 2018-2019

17. Winter 2016 Candidates for Degrees (graduate and undergraduate)
18. FEMA Resolution for Designation of Applicant's Agent – Hurricane Florence
19. Request to Name a Facility – David and Kathy Edge Testing Center and David and Kathy Edge Writing Center
20. Division Reports
21. Board Leadership for AY2018-2019
22. Presentation: NC Promise Impact on UNC Pembroke
23. Recommendation to grant tenure – Dr. Beth Holder

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