

**MINUTES OF THE MEETING OF  
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE  
BOARD OF TRUSTEES  
Friday, September 21, 2012 at 8:30 AM**

Chancellor Kyle Carter and Dr. Ken Kitts, Provost and Vice Chancellor for Academic Affairs, led the Trustees in a pre-meeting question-and-answer session concerning enrollment management at UNC Pembroke.

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 Robin Cummings called the meeting to order at 9:45 AM.

**PLEDGE OF ALLEGIANCE**

The group joined together in the Pledge of Allegiance.

**ROLL CALL**

Roll was called, and the following Trustees were present:

Kellie Hunt Blue  
Robert E. Caton  
Robin G. Cummings  
Gary Locklear  
Donna Lowry  
Dwight Pearson  
Raymond Pennington  
Lorna Ricotta  
Newy Scruggs  
Paul Willoughby  
Caroline Williamson  
Wiley Barrett  
Robert Nunnery

Also attending were Chancellor Kyle R. Carter; Provost and Vice Chancellor Ken Kitts, Academic Affairs; Neil Hawk, Vice Chancellor for Business Affairs; Lisa Schaeffer, interim Vice Chancellor for Student Affairs; Dan Kenney, Director of Athletics; Joshua D. Malcolm, General Counsel and Assistant Secretary to the Board of Trustees; and Recording Secretary to the Board of Trustees Janet Taylor, Chancellor's Office.

Wendy Lowry, Vice Chancellor for Advancement, was unable to attend due to illness.

## **INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS**

Chairman Cummings welcomed Public Communications Specialist Mr. Scott Bigelow, University Communications and Marketing; Dr. Mario Paparozzi, Sociology and Criminal Justice; Kelly Horton, Internal Auditor; and Hunter Wortham, Assistant Vice Chancellor for Advancement.

## **ETHICS STATEMENT**

Chairman Cummings 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**

Chairman Cummings requested the addition of Item 15.b UNC Pembroke Endowment Fund Board of Trustees – make-up agreed upon by unanimous consent.

## **APPROVAL OF OFFICERS AND OFFICER TRANSITION**

Joshua Malcolm reported the Nomination Committee met on July 20, 2012. The following list of proposed officers was presented to the Board: Robin Cummings, Chairman; Raymond Pennington, Vice Chairman; and Dwight Pearson, Secretary. Trustee Pennington made a recommendation to accept nominations from the floor. No nominations were made from the floor.

### **ACTION 2012-14**

Upon motion made by Gary Locklear, seconded by Donna Lowry, and unanimously carried, the Board of Trustees approved the recommendation of the Nominations Committee, and hearing no other recommendation from the floor, the Board of Trustees elected Dr. Robin G. Cummings as Chair, Dr. Raymond Pennington as Vice Chair, and Dr. Dwight Pearson as Secretary for the academic year 2012-2013.

## **APPROVAL OF MINUTES**

Minutes were presented for the following meetings:

- Board of Trustees' Meeting Minutes, April 20, 2012

### **ACTION 2012-15**

Upon motion made and properly seconded, and unanimously carried, the Board of Trustees approved the April 20, 2012 Meeting Minutes.

- Board of Trustees' Retreat Minutes, June 7, 2012

**ACTION  
2012-16**

Upon motion made by Gary Locklear, seconded by Bob Caton, and unanimously carried, the Board of Trustees approved the June 7, 2012 Retreat Minutes.

- Board of Trustees' Nominations Committee Meeting Minutes, July 20, 2012

**ACTION  
2012-17**

Upon motion made by Dwight Pearson, seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved the July 20, 2012 Nominations Committee Meeting Minutes (NOMINATION COMMITTEE ONLY).

**CHANCELLOR'S REPORT**

Chancellor Carter provided a summary of activities that have occurred since June. He reminded everyone of the Homecoming festivities that will take place in October, including the Alumni Awards reception and dinner on October 26 and a football game against Newberry College on October 27 at 2 p.m.

Chancellor Carter stated there was a luncheon held to honor Vice Chancellor Hawk and Jackie Clark in light of their retirement, and both were presented with pictures of the campus depicting the changes that have taken place since their arrival many years ago.

Chancellor Carter announced that Janet Taylor, Recording Secretary to the Board and member of the chancellor's staff, would be retiring effective December 31, 2012. Chairman Cummings thanked both Mr. Hawk and Ms. Taylor for their years of service to the university.

Chancellor Carter announced the addition of Marla Locklear to the Chancellor's Office staff; she will be the new administrative support associate. She joins the chancellor's staff after 25 years in Athletics.

**COMMITTEE REPORTS**

**Audit and Ethics Committee**

Trustee Donna Lowry, Chair, Audit and Ethics Committee, announced that Kelly Horton has officially begun her new position as Internal Auditor and has been at work for about two weeks.

Ms. Horton provided the committee with a brief summary of her service to the State of North Carolina over the past two decades.

### Educational Planning and Personnel Committee

Trustee Dwight Pearson, Chair, Educational Planning and Personnel Committee, reported that three deans have been appointed: Dr. Mark Canada, College of Arts and Sciences; Dr. Mark Milewicz, Esther G. Maynor Honors College; and Dr. Ramin Maysami, School of Business. There are three interim deans: Dr. Zoe Locklear, School of Education; Dr. William Gash, Graduate Studies and Research; and Ms. Susan Whitt, Library Services. Trustee Pearson stated searches will be conducted this academic year for the vacant dean positions currently filled by interim deans. Also, Mr. Tom Jackson has been appointed interim Associate Vice Chancellor for Information Resources and Chief Information Officer.

Trustee Pearson reported that the warning sanction has been lifted by Southern Association of Colleges and Schools (SACS). He also stated that the spring semester graduates of both the School of Nursing and Athletic Training programs had a 100% pass rate on their state licensure exams.

Trustee Pearson stated Provost Kitts shared with the committee that there were no new developments with the Physical Therapy Program at East Carolina University; however, work continues on this project.

Trustee Pearson shared that Department of Social Work Chair, Dr. Sherry Edwards, gave an overview of the Social Work Department and the MSW Program. Currently there are 289 BSW majors and 92 MSW majors. An additional 87 students have expressed an interest in an MSW program on the campus of Sandhills Community College.

### Finance and Administration Committee

Trustee Kelly Blue, Chair, Finance and Administration Committee, stated there was a presentation from Steve Martin, Assistant Vice Chancellor for Facility Management, regarding current capital projects. He also discussed appropriations and non-appropriations for fiscal year 2012-2013.

Trustee Blue stated that Vice Chancellor Hawk provided a brief history of the Endowed UNCP Auxiliary Scholarship fund established in 2000. No scholarships have been awarded from this fund because another funding resource was secured. Following discussion, Trustee Blue proposed to transfer \$462,200 back to its original funding source, food services, to help fund the current food service renovations project in the University Center. The remaining \$174,000 from accumulated earnings will remain in the fund. This transfer would be in accordance with UNC Policy Manual 600.2.1, paragraph A.12.

### **ACTION**

**2012-18**

Upon motion made by Kellie Blue, seconded by Donna Lowry, and unanimously approved, the Board of Trustees approved the unanimous recommendation of the Finance and Administration

Committee to approve the resolution authorizing the transfer of endowment funds for the purposes described in the resolution recommended by Chancellor Kyle R. Carter and as recommended by the Board of Trustees of the Endowment Fund at UNC Pembroke.

#### Public Affairs and Advancement Committee

Trustee Lorna Ricotta, Chair, Public Affairs and Advancement Committee, reported on the following new hires within the Office for Advancement: Hunter Wortham, Assistant Vice Chancellor for Advancement; Sandy Briscar, Executive Director of Marketing; and Morgan Hunt Warriax, Assistant Director of Annual Fund and Donor Relations.

Trustee Ricotta reported that the Economic Development Administration grant for the downtown development project for the UNC Pembroke Foundation Inc. had been submitted on September 7, 2012. Trustee Ricotta stated that Ms. Briscar reported that an advertising plan to include a branding study is underway.

#### **ACTION 2012-19**

Upon motion made by Lorna Ricotta and properly seconded, and unanimously carried, the Board of Trustees approved the recommendation of the Public Affairs and Advancement Committee to approve the UNC Pembroke Facilities and Programming Naming Policy as recommended by Vice Chancellor Wendy Lowry and Chancellor Kyle R. Carter. **(Attachment 13)**

#### Student Life and Athletics Committee

Trustee Paul Willoughby, Chair, Student Life and Athletics Committee, stated that Ms. Christie Poteet, Associate Director of Community and Civic Engagement and Director of Service Learning, and graduate student, Ms. Keara Robinson gave a report on service-learning. Also, the 2011-2012 service-learning report was presented detailing its enhancement of course objectives as well as the co-curricular service outside the classroom and the service-learning component in the classroom.

Trustee Willoughby stated that Travis Bryant, Associate Vice Chancellor for Campus Safety and Emergency Operations, gave a draft report on the 2012 UNC Pembroke Annual Security and Fire Report, which is mandated to be complete by October 1, 2012. **(Attachment 14)** Mr. Bryant stated this report is required annually under section 485 of the Higher Education Act of 1965 and as a condition of continued participation in the federal student financial assistance programs.

Trustee Willoughby stated that Dan Kenney, Director of Athletics, gave a report on the overall landscape of NCAA Division II athletics.

**DIVISIONAL REPORTS**

Chairman Cummings asked if there were any questions or comments concerning divisional reports; he encouraged the Trustees to read the divisional reports.

Chairman Cummings stated that the fundraising efforts for the 1887 Arrowhead Scholarship has procured close to \$40,000 to date. Trustee Willoughby commented on the Support Our Students Beach Party. He stated that it was a wonderful time to celebrate the scholarship program and interact with faculty and staff on campus. Trustee Willoughby reported that the effort raised over \$40,000, but he felt that figure could be increased next year. Trustee Willoughby proposed a goal of \$70,000 for the next few years and said that the committee is already planning next year's event.

Mr. Kenney stated the men's basketball team will participate in exhibition games in November at the Disney West Coast Tip-Off Classic where they will compete against some Division I and Division II teams. He stated these are teams that UNC Pembroke has never interacted with before.

Chairman Robin Cummings asked the Board to move into closed session.

Upon motion made by Robin Cummings, seconded by Dwight Pearson, and unanimously carried, the Board of Trustees approved the motion to go into closed session to discuss confidential personnel matters and to prevent the disclosure of such information which is confidential pursuant to the laws of this State; to discuss personnel information that is confidential as a matter of law related to the disclosure of an employee and/or prospective employee and to grant approval for university officials to begin negotiations for the possible acquisition of real property by purchase, option, exchange, or lease requires a motion to move into closed session for the purpose listed in **NCGS Section 143-318.11(a)(5) and (6)**; will require approval in OPEN SESSION.

**CLOSED SESSION**

*(Minutes of the Closed Session are stated in a separate document.)*



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

Chairman Cummings announced there was business conducted during closed session.

Chancellor Carter gave a brief description of the search conducted by Coleman Lew and Associates to find a Vice Chancellor for Finance and Administration. Chancellor Carter recommended that Dr. Richard E. Cosentino be hired as Vice Chancellor for Finance and Administration. Chancellor Carter stated Dr. Cosentino is currently the Associate Vice President for Finance and Administration at The George Washington University in Washington D.C. Dr. Cosentino holds a bachelor's degree in business administration and an MBA in strategic financial planning. His Ph.D. in enterprise resource planning systems implementation, was earned at The George Washington University.

**ACTION**  
**2012-20**

Upon motion made by Dwight Pearson, seconded by Donna Lowry, and unanimously carried, the Board of Trustees approved the appointment of Dr. Richard E. Cosentino as Vice Chancellor for Finance and Administration, at the salary and under the terms and conditions as recommended to the Board by Chancellor Kyle R. Carter.

Chairman Cummings asked for approval of the 2012-2013 salary increases for SAAO-Tier I personnel, as recommended by Chancellor Carter. (**Attachment 15**)

**ACTION**  
**2012-21**

Upon motion made by Paul Willoughby, seconded by Raymond Pennington, and unanimously carried, the Board of Trustees approved salary increases for the SAAO-Tier I senior administrative officers as listed in the attachment.

Chairman Cummings asked for approval to begin negotiation for the possible acquisition of real property by purchase.

**ACTION**  
**2012-22**

Upon motion made by Raymond Pennington, seconded by Lorna Ricotta, and unanimously carried, the Board of Trustees granted approval for the university staff to begin working with officials from the N.C. Department of Administration (and others) for the purpose of negotiating the price and terms of the possible acquisition of real property by purchase of three parcels of land, as described in closed session.

**CHAIRMAN'S REPORT**

Chairman Cummings encouraged the Trustees to use the calendar of events and to participate in as many events as possible.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Dr. Mario Paparozzi, Professor and Chair, Sociology and Criminal Justice, was invited to discuss the university's Strategic Plan. He has served as co-chair of the Strategic Planning and Resources Council (SPARC) with Provost Kitts since July 2011. Dr. Paparozzi stated they now have a plan clearly outlined and that it can be used in programming and budget planning.

Dr. Paparozzi reported that SPARC members attended a retreat at the UNCP Regional Center, which allowed them to gather information from UNCP stakeholders, including faculty, staff, alumni, students, members of the Board, and various community members. From that information, eight concept papers were written and presented to stakeholders. Dr. Paparozzi stated that the brainstorming session enabled SPARC sub-committees to create a vision for the university. He said there were common themes that arose during the sessions, and the plan will focus on four core values: making UNCP an institution of choice; maximizing student success; regional engagement; and efficient and effective use of resources.

Dr. Paparozzi stated the plan is slated to be reviewed by the Faculty Senate and will come back to the Board for the in November trustee meeting. Dr. Paparozzi recognized Dr. Beverly King, Assistant Vice Chancellor for Institutional Effectiveness, for her hard work throughout the process serving as the SPARC Coordinator.

Dr. Kitts stated the plan is a five-year plan for 2011-2016 and that other institutions have plans in place that run through 2020. He said that, since SACS reviews cycle on a 10-year basis, the university could assess both at the same time. Dr. Kitts stated the UNC Board of Governors is in the process of developing a plan and he doesn't think it will be at odds with the UNC Pembroke plan.

Chancellor Carter stated that once the plan was accepted, work could begin on implementing the objectives.

Chairman Cummings began a discussion to the effect that, in the near future, the Board as a whole would be required to appoint Trustees to The UNCP Endowment Fund's Board of Trustees. In addition Chairman Cummings reminded the Board that it would have to act on a recommendation from Chancellor Kyle Carter regarding the Chief of Staff position. After brief discussion concerning both of these matters, it was the consensus of the Board that both of these matters should be voted on by the entire Board, as opposed to the Executive Committee and/or one of the other Board committees.

## **ANNOUNCEMENTS**


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



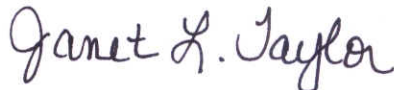
## ADJOURNMENT

There being no further business to come before the Board, upon a motion made by Chairman Cummings, seconded by Donna Lowry, and unanimously carried, the meeting adjourned at 11:50 AM. Chairman Cummings thanked Board members for their participation.

Respectfully submitted,



Joshua D. Malcolm  
Assistant Secretary



Janet L. Taylor  
Recording Secretary

### Attachments:

1. Audit and Ethics Committee Report
2. Educational Planning and Personnel Committee Report
3. Finance and Administration Committee Report
4. Public Affairs and Advancement Committee Report
5. Student Life and Athletics Committee Report
6. Agenda, Regular Board Meeting, September 21, 2012
7. Minutes, Board of Trustees' Meeting, April 20, 2012
8. Minutes, Board of Trustees' Retreat, June 7, 2012
9. Minutes, Nominations Committee, July 20, 2012
10. Chancellor's Report
11. Divisional Reports and Strategic Plan 2011-2016 DRAFT
12. Resolution authorizing Endowment Fund Transfer, Recommendation regarding Endowment Fund Board of Trustees
13. UNC Pembroke Facilities and Programming Naming Policy
14. 2012 UNC Pembroke Annual Security and Fire Report
15. SAAO Tier I salary increases

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