

**MINUTES OF THE MEETING OF
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
BOARD OF TRUSTEES
Friday, February 23, 2024 at 9:00 AM**

The meeting of the University of North Carolina at Pembroke Board of Trustees was held in the James A. Thomas Hall Rm. 225. Chair Allen Jamerson called the meeting to order at 9:10 am.

ROLL CALL

Roll was called and the following Trustees were present:

Allen Jamerson
Patricia Willoughby
Edward Brooks
Ron Gibson
Karen Sampson
Jim Hyler
Aspen Andersson
Randall Jones
James Lockemy
Kenneth Robinette
Linda "Mickey" Gregory

Absent: Michelle Ingram; Allison Harrington

Also in attendance: Chancellor Robin G. Cummings; Dr. Diane Prusank, provost and vice chancellor for Academic Affairs; Dr. Jeff Howard, vice chancellor for Student Affairs; Gabe Eszterhas, vice chancellor for finance and administration; Kelvin Jacobs, general counsel; Jennifer McCarrel, chief communications and marketing officer; Dr. Kelly Brennan, vice chancellor for enrollment management; Anita Stallings, vice chancellor of advancement; Christina Chow; Holden Hansen; Dr. Scott Billingsley; Angela Revels; Dr. Derek Oxendine; Chief George Johnson; Dr. Richard Gay; Asa Lowry; Tabi Cain; Jocelyn Graham; Dr. Jessica Collagen; Dr. Tracy Mulvaney; Dr. Mohamed Djerdjouri; Carla Jacobs; Dr. Jess Boersma, chief of staff and assistant secretary to the Board of Trustees; and Teresa L. Bryant, recording secretary to the Board of Trustees.

INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS

None.

ETHICS STATEMENT

Chair Jamerson 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 meetings:

- a. Board of Trustees Meeting, November 10, 2023
- b. Board of Trustees Meeting, Closed Session, November 10, 2023
- c. Board of Trustees Special Called Meeting, December 13, 2023
- d. Board of Trustees Special Called Meeting, Closed Session, December 13, 2023
- e. Board of Trustees Special Called Meeting, January 5, 2024
- f. Board of Trustees Special Called Meeting, Closed Session, January 5, 2024

ACTION

2024-03

Upon motion made by Pat Corso, seconded by Allison Harrington, and unanimously carried, the Board of Trustees approved the minutes of the board of Trustees. (**Attachments 2-7**).

CHANCELLOR'S REPORT

Chancellor Cummings recognized and welcomed Ms. Anita Stallings as the new Vice Chancellor of Advancement. He then recognized Mr. Holden Hansen, Faculty Senate Chair and thanked him for his service. Chancellor Cummings then shared that the Board of Governors meeting is next week and they will be reviewing the Tuition and Student Fees and the recommendations from the campuses. He then shared the collaboration between UNCP and the surrounding community colleges. (**Attachment 8**)

COMMITTEE REPORTS

CARMIT

Committee Chair Karen Sampson reported that the committee was presented the audit report for FY 2022-2023 from Chuck Dale, Financial Audit Supervisor with the Office of State Auditor. UNCP received a clean audit. Then CIO Dr. Katina Blue presented the Cybersecurity updates. Next, Chief Audit Officer, Carla Jacobs gave an update on the status of the 2023-2024 Internal Audit Plan. She then shared the following updates: the IT Auditor position will be outsourced; the Office of State Budget Management is assisting the university with its Travel Reimbursement and Purchasing Card Audits; there are new Institute of Internal Audit standards and these must be in place by January 2025; there will be changes made to our Internal Audit Charter and possibly the CARMIT committee charter to reflect these changes; and the CARMIT Committee will be participating in further training later this year related to the new standards. The CARMIT Committee then went into closed session. (**Attachment 9**)

Educational Planning and Programs

Committee Chair Ed Brooks reported on several items provided to the committee. Dr. Elizabeth Normandy and Dr. Diane Prusank presented the Proposed Faculty Workload Policy. Dr. Prusank and Kelvin Jacobs shared a report on recent changes to the UNC System Policy on faculty appeals. Dr. Lisa Mitchell and Dr. Tracy Mulvaney gave a report on the update of the Science of Reading campus curriculum process. Dr. Kelly Brennan presented the spring 2024 undergraduate enrollment updates with a total of 6,923 students that included undergraduate and graduate. She discussed the impact of the FAFSA changes that are delaying the awarding of financial aid across the country. The spring 2024 overall graduate enrollment has increased by 28.8% which is the most to date. Faculty Senate Chair Holden Hansen reported on the following: progress on the changes to SEI instruments and faculty handbook, activities regarding the

faculty workload policy and updates on the faculty awards. Dr. Diane Prusank reported on the following: 983 student graduated in December 2023; UNCP received approval by SACS COC to move to level V which allows UNCP to offer up to three doctoral programs; the DNP opened in January; UNCP received approval from both ACOTE and SACS COC to offer the Master of Science in Occupational Therapy which will open in fall 2024; Academic Affairs is continue to work on updating processes, policies and software applications; UNCP received guidance from President Hans in regards to the UNC System Return on Investment project. UNCP had three academic programs that did not meet the student ROI threshold: music, theatre and philosophy and religion. **(Attachment 10)**

ACTION

2024-04

As recommended by the Educational Planning and Programs Committee, and upon motion made by Linda “Mickey” Gregory, the Board of Trustees unanimously approved the 2024 Faculty Work Load Policy. **(Attachment 11)**

Finance and Administration

Committee Acting Chair Kenneth Robinette provided the Board with updates from the Finance and Administration committee meeting with eight action items. Management discussed budgets on all-funds basis through December 31, 2023. Seven requests totaling \$9 million were submitted to the system office for consideration to be forwarded to legislature. Mr. Eszterhas shared an update on the Endowment Board. Mr. Timothy Sampson reported an update on Staff Senate. Human Resources reported the number of employees that may generate a retirement contribution liability for the university and shared an update on salary actions delegated to the Chancellor. The following action items were approved by committee: Advance Planning Chancellor’s Residence; Roof Top Unit Replacement for Caton Fieldhouse and Auxiliary Services; Renovation Global Engagement Suite; IT Data Closet Card Reader Access; Oak Hall Boiler; Oxendine Data Center; Delegation of Authority for New Capital Projects. **(Attachment 12)**

ACTION

2024-05

As recommended by the Finance and Administration Committee, and upon motion made by Jim Hyler, the Board of Trustees unanimously approved the following Facilities and Capital Projects: Advance Planning Chancellor’s Residence; Roof Top Unit Replacement – Caton Fieldhouse and Auxiliary Services Facility; Renovation of Global Engagement Suite; IT Data Closet Card Reader Access; Oak Hall Boiler; Oxendine Data Center. **(Attachment 13-18)**

Public Affairs and Advancement

Committee Chair Linda “Mickey” Gregory shared updates from the Public Affairs & Advancement Committee. Jenn McCarrel welcomed Anita Stallings as the new Vice Chancellor for Advancement. The committee approved the naming of the Karen L. and Kelvin Sampson Nutrition Station. BreAnna Branch provided the committee with the report on the gifts and commitments through Advancement which included an increase of major gifts donors. She also reported on the establishment of the following scholarships: The Celia Jane Hammonds Endowed Scholarship; The Maxine Locklear Amos Endowed Nursing Scholarship; The Lt. Col. Roy C. Bacot First in Flight Endowed Scholarship Honoring Robeson County in Memory of Joan B. Lassiter; Craig K. & Elaine Lowry Family Scholarship; Alex and Lillie Strickland Memorial Scholarship; and The Adna & Letha Mae Lowry Memorial Scholarship. Ms. Branch shared that the annual “Give UNCP” is March 7-14. Ms. McCarrel shared the vacancy of the Braves Club executive director position. Ms. Branch announced there are currently 276 Braves Club members

and that the annual Cash Bash event will be held on May 16, 2024. Ms. McCarrel shared some updates for University Communications and Marketing. **(Attachment 19)**

**ACTION
2024-06**

As recommended by the Public Affairs and Advancement Committee, and upon motion made by Pat Willoughby, the Board of Trustees unanimously approved the naming of the “Karen L. and Kelvin Sampson Nutrition Station. **(Attachment 20)**

Student Life and Athletics

Committee Acting Chair Karen Sampson reported the committee heard several information items. Dr. Jeff Howard shared information on the following: NACE data on student career readiness proficiency; Career Center is hosting a U.S. Department of State Bureau of Diplomatic Security; discussed the new housing software and portal. Dr. Crystal Moore shared collaboration efforts between Enrollment Management and Student Affairs to extend operating hours until 7pm on Tuesday evenings in Admissions, CARE Resource Center, Financial Aid, CAPS; Career Center, Global Engagement; Housing and Residence Life, Jones Center Wellness Desk and Chavis Student Center. Dr. Christie Poteet reported on three grants within Student Affairs.

Dick Christy, Athletic Director reported on the following: UNCP utilized a number of media availability opportunities this past fall; final graphic version of the Athletic Strategic Plan was shared and will be publicly launched sometime before early March; encouraged support for Cash Bash on May 16; Athletics is working with Public Safety to discuss more detailed planning for emergency situations; UNCP signed Wingate to a home game contract beginning August 31, 2024 with the remainder of the game schedule is tentative awaiting approval from Mountain East Conference. **(Attachment 21)**

DIVISION REPORTS

Chair Jamerson asked for questions or comments regarding the division reports. There were none. **(Attachment 22)**

CHAIRMAN’S REPORT

Chair Jamerson commended the University on their response during the recent incident. He discussed the Association of Governing Boards conference that is scheduled in March. He thanked the trustees and everyone that attended the Distinguished Speakers Series on Wednesday evening and encouraged the trustees to participate in future events. Chair Jamerson then recognized Dr. Jess Boersma who reviewed the 2024-2025 Board of Trustees Draft Meeting Schedule. **(Attachment 23)**

**ACTION
2024-07**

Upon motion made by James Lockemy, seconded by Jim Hyler and unanimously carried, the Board of Trustees approved the motion to go into closed session to discuss confidential personnel matters so as to prevent the disclosure of such information which is confidential pursuant to the laws of this State, or not considered a public record. *NCGS § 143-318.11(a)(1)(3)(6)(7)*.

CLOSED SESSION

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

