

**MINUTES OF THE MEETING OF
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
BOARD OF TRUSTEES
Thursday, February 25, 2010 at 1:00 PM**

The meeting of The University of North Carolina at Pembroke Board of Trustees was held in the Board Room of Lumbee Hall. Chairwoman Freda Porter called the meeting to order at 1:10 PM.

PLEDGE OF ALLEGIANCE

Ms. Lorna Ricotta led the group in the Pledge of Allegiance.

ROLL CALL

Roll was called and the following Trustees were present:

Breeden Blackwell
Robin G. Cummings
Arlinda Locklear
Donna Lowry
Thomas Nance
Raymond Pennington
Freda Porter
Richard F. Taylor
Alan Thompson
Paul Willoughby
Arjay Quizon

Absent:

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Also attending were: Chancellor Charles R. Jenkins; Provost and Vice Chancellor Charles Harrington, Academic Affairs; Vice Chancellor Sandy Waterkotte, Advancement; Director Dan Kenney, Athletics; Vice Chancellor R. Neil Hawk, Business Affairs; Vice Chancellor Jackie Clark, Enrollment Management; Vice Chancellor Diane Jones, Student Affairs; Associate Vice Chancellor Robert Orr, Division of Information Technology; Vice Chancellor Glen G. Burnette, Jr., University and Community Relations; University Counsel and Assistant Secretary to the Board of Trustees Joshua D. Malcolm, Chancellor's Office; and Recording Secretary to the Board of Trustees Janet L. Taylor, Chancellor's Office.

INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS

Chairwoman Porter welcomed Ms. Johna Strickland, from *The Robesonian* newspaper and Public Communications Specialist Mr. Scott Bigelow, University and Community Relations.

ETHICS STATEMENT

Chairwoman Porter reminded the Trustees of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest. The pre-recorded Ethics Statement was played. No member made known any conflicts of interest or appearance of conflict.

ADDITIONS/DELETIONS TO THE AGENDA

None

APPROVAL OF MINUTES

Minutes were presented for the following meetings:

Regular Board Meeting Minutes, December 3, 2009

Executive Committee Meeting Minutes, February 18, 2010

ACTION 2010-03

Upon motion made by Richard Taylor, seconded by Breeden Blackwell, and unanimously carried, the Board of Trustees approved the minutes for the Regular Board Meeting on December 3, 2009, and the Executive Committee Meeting on February 18, 2010.

CHANCELLOR'S REPORT

Chancellor Jenkins introduced Dr. Barbara Synowiez, Chair, Nursing Department, to present a report on the pass rate of the Pre-Licensure program on the National Council Licensure Examination (NCLEX). UNCP first time test takers had a pass rate of 88% which is higher than the Board of Nursing requirement of a minimum pass rate per institution of 83% and General Administrations requirement of a minimum pass rate of 85% for UNC schools.

The Nursing department currently has 14 full-time faculty serving over 130 students in both pre-licensure and RN to BSN programs. The Nursing Department has full National Accreditation through the fall 2014 from the Commission on Colligate Nursing Collation.

Chancellor Jenkins commended the Nursing faculty and students on a great year.

Chancellor Jenkins reviewed the importance of retention and graduation rates and how it could affect our budget in the coming years. UNCP has developed a 21 member student success steering committee to develop an action plan to focus on improving retention and graduation rates. Chancellor Jenkins reviewed with the Trustees the 25 item action plan developed by the steering committee. He emphasized UNCP continues to look for ways to reach our commuter population. The retention and graduate rate is

nothing unique to UNCP. Regional universities across the country struggle with retention and graduation rates.

Vice Chancellor Jackie Clark spoke concerning increasing admissions standards. Starting with students entering as full-time freshman in the fall of 2010, there will be an increase in High School GPA to 2.3 and a minimum SAT score of 820. Beginning in the fall of 2011 the High School GPA would increase to 2.5 as well as an increase in SAT scores. College Opportunity Program (COP) would commence in the fall and students would not have to attend summer school. This will give students the opportunity to work and hopefully decrease stress for parents to pay for summer school.

Chancellor Jenkins stated he continues to work with Provost Harrington and Academic Affairs concerning academic advising. He said that it is extremely important for students to get correct advisement and to get connected to a major. UNCP has provided a number of workshops on advisement and we must make this a priority with faculty.

Chancellor Jenkins spoke briefly concerning the anticipated 5% budget reduction for the next fiscal year. He went on to say any cuts beyond 2% will have to affect academics and have a direct effect on instruction.

He said that UNCP will continue to work with East Carolina University for a partnership in a doctorate in Physical Therapy. The Memorandum of Agreement should be forthcoming and the change in ECU's department chair should not affect the joint venture.

Chancellor Jenkins announced Judge James W. "Jim" Oxendine will be our commencement speaker on May 8th. Judge Oxendine, a native of Robeson County, is a retired Senior Judge of the Superior Court of Georgia.

REPORTS FROM COMMITTEES

Written reports from the Divisions were mailed to each Trustee prior to the meeting. Each Vice Chancellor and the Athletic Director gave oral summaries and updates, highlighted below. The Vice Chancellors' reports, as well as all other attachments, are attached to the original minutes and are filed in the Office of the Chancellor.

Academic Affairs

Provost and Vice Chancellor Charles Harrington gave a summary of the Academic Affairs report (**Attachment 1**). Dr. Harrington recognized Dr. Tony Curtis, Faculty Senate Chair, for brief comments. Dr. Curtis spoke briefly concerning activity within the faculty senate. He announced Dr. Ramin Maysami, Professor of Economics and Finance, was elected Faculty Senate Chair for 2010-2011. The Faculty Senate has worked with the academic department to identify all courses within a department that has some aspect of diversity. Beginning next year these courses will be identified in the catalog. This will assist advisors as they advise students to take courses with diversity components. Dr. Porter and the entire Board thanked Dr. Curtis for his work this past year with the Faculty Senate.

Provost Harrington informed the Board that one of our International Students, Yifei "Peter" Chen, a participant of the 2 + 2 program died. Mr. Chen was from a remote area of China (approximately six

hours northeast of Beijing). Provost Harrington commended three staff members from International Programs, Dr. James E. Callaghan, Associate Vice Chancellor, Dr. Yun Shi, Asian Programs Coordinator and Ms. Sara Brackin, Director of International Programs for their professionalism and their dedication during this extremely difficult situation.

Provost Harrington provided some academic program updates. He has asked the nursing department to begin looking into the possibility of establishing a Master of Science in Nursing plus a Bachelor of Science in Public and Rural Health. He further stated that the Council on Social Work gave full accreditation to both programs of Social Work. The academic departments will continue to work on getting all programs fully accredited.

Provost Harrington informed the Board about the establishment of a task force consisting of faculty and staff to look into the quality of online degrees. This report should be completed by the end of the semester.

Also, he reported about a new area of collaboration with Robeson Community College and the Public Schools of Robeson County with a focus on educational reform. He said that UNC Pembroke and Robeson Community College are working with the administration at Purnell Swett. He commented that the majority of Purnell Swett graduates either attend Robeson Community College or come to UNC Pembroke.

Provost Harrington reminded the Trustees that the Southern Association of Colleges and Schools (SACS) will be on campus for a site visit March 16-18. He encouraged the Trustees to review the Web site and familiarize themselves with the Quality Enhancement Plan (QEP) - Writing to the Top.

Provost Harrington spoke briefly concerning budget cuts and reductions and informed the Board that Academic Affairs hosted two open meetings to discuss this issue. He stated that there has been a lot of work put into the budget plan to protect instruction and instruction related items to every extent possible. He announced that any cuts greater than 2% will cut into instruction. Departments have been encouraged to use cost avoidance and to identify alternative revenue streams. Provost Harrington went on to say requests for grants and contracts submitted by faculty and staff is up forty (40) percent over last year. Also, he has completed three (3) requests for federal appropriations: (1) Center for Rural Health; (2) support development of small business center; and (3) continuation of Bio Fuel joint effort with NC A&T University. The Academic Affairs division is looking for all funding sources through foundation, corporations, grants and etc. to support academics.

**ACTION
2010-04**

Upon motion made by Breeden Blackwell, seconded by Alan Thompson, and unanimously carried, the Board of Trustees approved sending a formal letter of appreciation to Dr. James E. Callaghan, Associate Vice Chancellor, Dr. Yun Shi, Asian Programs Coordinator and Ms. Sara Brackin, Director of International Programs for going above and beyond during the tragic death of one of our students.

Advancement

Vice Chancellor Sandy Waterkotte gave a summary of the Advancement report (**Attachment 2**).

Ms. Waterkotte announced her Division would host the annual Alumni and Hall of Fame Awards Banquet to be held on February 26th. She said that by all indication this could very well be one largest groups ever.

Ms. Waterkotte reported that with the current economic conditions at the University continues to stay on track at the half way point of the year of meeting its goal of \$4 M by the year's end. She feels good that support of UNCP has continued during these tough economic times.

In response to a question by Trustee Paul Willoughby, Ms. Waterkotte explained the break down, by category, of the University's donors. The categories included: individuals, corporations, foundations, and others. She stated that it has been known for some time that UNCP's percentage of alumni giving is far lower that it should be - 8% at UNCP vs. 28% nationally. However, 28% giving from alumni is not a realistic goal for UNCP. UNCP's corporate giving is much higher than the national model being at 33% vs. 15% nationally. However, she mentioned that many individual gifts, either alumni or non-alumni, are buried in the corporate numbers. For example, an individual might give a gift through their corporation so one might argue that this is an individual gift not a corporate gift.

Ms. Waterkotte reviewed the new acknowledgement plan which incorporates the deans, provost, athletic director, program directors and the chancellor. She said that the way we say "thank you" says a lot about the institution and the more personal UNCP can make its "thank you," the more likely we are to cultivate donors who feel involved and appreciated. This multi-faced plan assures all donor of \$250 or more a personal note from the division to which their gift is designated and in cases of \$1,000 gifts, a note as well as a personal phone call.

Ms. Waterkotte reviewed with the Trustees the Endowment Fund's Board of Trustees of the University. The Endowment Fund Board oversees the University's endowments in much the same way as the Foundation Board oversees Foundation endowments. These two groups often work together through the Joint Investment Committee to make sure our funds are prudently invested. The Chair of the Board of Trustees also serves as Chair of the Board of Trustees of the Endowment Fund.

ACTION 2010-05

Upon motion made by Paul Willoughby, seconded by Breeden Blackwell, and unanimously carried, the Board of Trustees appointed James Granger, Jay Britt, Alvin Ivey, Darrell Johnson and Henry Lewis to the Board of Trustees of the Endowment Fund of the University effective today to a term which shall expire no later than August 31, 2012, based on the written recommendation of Vice Chancellor Sandy Waterkotte, dated January 22, 2010 (**Attachment 3**).

Athletics

Mr. Dan Kenny, Director of Athletics, commented on several outstanding Athletic events that happened during the last couple of weeks. On Saturday, February 13, 2010, UNCP hosted a Joe Gallagher day with over 150 family members, friends and former students who came out to celebrate his accomplishments. Most impressive was at the end of the program a group of former team mates and friends spontaneously came to podium and spontaneously formed an endowed scholarship in honor of Joe Gallagher.

Also former Lumberton High School educator and Coach, A. G. "Tunney" Brooks, was honored by his former students and friends who pledged a \$100,000 endowed scholarship at UNC Pembroke. Mr. Kenney said that this just shows the influence Tunney Brooks made on his students and how they thanked him some 45 years later. Also, at least two of Coach Brooks' children are graduates of UNC Pembroke.

Mr. Kenney stated that the wrestling team is participating in the NCAA regional competition, currently ranked 11th in the nation. The baseball team is currently ranked 21st in the nation and the softball team is currently 9-3, under the direction of second year coach Lacinda Melanson.

Mr. Kenney introduced then congratulated Pete Shinnick, head football coach, for his outstanding football season. Coach Shinnick then introduced two outstanding football All American student athletes:

Hivera Green – graduate student (recognized but could not attend)
Justin Hinson – 2 time All-American- led the nation in punting – Senior Business Major
Keith Broderick – All-American Offensive Lineman - led in rushing - Sophomore

Coach Shinnick congratulated these gentleman for being a part of the youngest Division II football program to make it to the play offs.

Following the introduction of the guests, Mr. Kenney asked if there were any questions concerning the Athletics Reports (**Attachment 4**).

Finance and Audit/Business Affairs

Vice Chancellor Neil Hawk gave a summary of the Business Affairs report (**Attachment 5**).

Mr. Hawk reviewed with the Trustees the Budget process and how UNCP came up with the 5% reduction. The Governor directed that all state agencies to provide a 3%, 5% and 7% reduction plan. However, President Bowles, through negotiation with the Governor's office, was able to get them to agree to a 5% reduction plan. Mr. Hawk said that this decision made the job a lot easier for the universities. He announced that the Chancellor prepared a letter to the campus community concerning the 5% budget reduction and then followed-up with a University-wide budget forum. During the budget forum Chancellor Jenkins spoke and presented an overview of the budget reduction and the guiding principles for these reductions. There were opportunities for individuals to provide feedback through division forums and a Web site was set-up to provide anonymous feedback. All comments were reviewed and analyzed and there were many good suggestions from the forum.

UNCP used its 5% reversion plan for the current year and used it to develop a 5% reduction plan for next year. The plan was reviewed by the Chancellor and Executive Staff then submitted by the budget office. Mr. Hawk stated that one of the guiding principles was to protect instruction. UNCP's benchmark for this reduction is \$2.8M.

Mr. Hawk reported that the payroll project was completed at the end of January. Over 1,193 employees were paid with an error rate of 0.419% and all errors were corrected within a relative short period of time. Also completed, was a nine bi-weekly payroll through the Banner process. Mr. Hawk said that this could not have been done without the support of General Administration, SCT, consultants, DoIT, Human Resources and Payroll staff. UNCP is not finished with this project, but Business Affairs is very proud of the accomplishments to date.

Mr. Hawk reported that the University hosted the Annual SPA Service Awards Luncheon in January, 2010. A total of 57 employees received honors for their years of service to the University and the State of North Carolina. Combined these recipients dedicated over 600 years of service with 5 employees have 20 or more years of service and 2 employees have 25 or more years of service. Most of these are long time employees of the university who have dedicated themselves to serve this institution.

Enrollment Management

Vice Chancellor Jackie Clark gave a summary of the Enrollment Management report (**Attachment 6**).

Ms. Clark reported that the spring 2010 enrollment was up approximately 7% from spring 2009. She said that while these numbers are not final yet this does represent an increase in enrollment.

Ms. Clark then reported that the Center for Academic Excellence oversees the freshman seminar experience and advising for undecided students. There has been much discussion of moving the Center for Academic Excellence to report to Academic Affairs. The freshman seminar classes would be taught by faculty members. UNCP must decide what is the best practice, what will fit our school and is good for our students. She went on to say that the advising process is more than just assisting students in the selection of courses. Ms. Clark stated that professional advisors need to look at the courses the students excelled in during high school, learn about the students, and then connect them with professors in the field of interest. She said that all of this takes time and the advisors need to be available for students if they want to reevaluate their choice of major.

Student Affairs

Vice Chancellor Diane Jones gave a summary of the Student Affairs report (**Attachment 7**).

Dr. Jones reported for the past two years Student Health Service along the rest of the UNC system has created a consortium to work together to select one insurance carrier for all 16 campuses. Pearce and Pearce, Florence, SC, has been selected as the carrier for all 16 campuses to provide student insurance. She said that in the past UNCP students have had a maximum coverage of \$6,000, now all students will have a maximum coverage of \$100,000. Also, each campus had the option of including buy up for their particular campus. UNC Pembroke choose a zero deductible up to \$300.00, zero co-pay for prescriptions up to \$1,000, wellness program and a vision care plan for glasses or contact for students up to \$200. She reported that this will be provided for UNCP students at a cost \$355.50 per semester.

Dr. Jones reported UNCP held its 58th Miss UNCP pageant in the Givens Performing Art Center. Miss Jenna Walters, Senior Mass Communications major from Raeford, N.C., was crowned 2010 Miss UNC Pembroke. Miss Walters will represent UNC Pembroke at the Miss North Carolina pageant this summer. In 2007, Miss Walters represented Fayetteville in the Miss North Carolina pageant. Another UNCP student and former Miss UNC Pembroke in 2008, Miss Jamie Hunt, will represent Western Carolina, in the Miss North Carolina pageant.

Student Affairs is currently working on two construction projects. The renovations and addition to the Student Health Services building, constructed 1967, is a \$3.9 M project that will greatly impact our students. This will allow UNCP to move its Counseling and Testing department to be along side of the Student Health Services. This will facilitate the two departments working together. She further reported that the negotiation for our new residence hall continues with LS3P architecture firm and MetCon Construction. The new residence hall is proposed to be 5 stories with 476 beds. She said that this is a replacement project for West Hall. She stated that the University does not currently have enough parking spaces at the south end of campus and that if another residence hall is placed in this area of campus, it would create a bigger parking problem. She stated that the new dorm will be located right behind Village Apartment and will create a new area for upper classman. UNCP was disappointed to learn that this item was not on the February Board of Governors' agenda, but she is hopeful that it will be placed on the April agenda.

Dr. Jones reported that because the new residence hall is being situated on a parcel of land where the existing intramural field is located, the field will need to be re-located. Currently, Student Affairs is considering a lease agreement with Lumbee Regional Development Association (LRDA), regarding the relocation of the intramural field. UNCP already uses some of their property for marching band practice. This past year, UNCP had more than 1,500 students who participated in intramural sports.

Dr. Jones reported that we have had over 16 programs over the past quarter with the Broadway and More Series, Distinguisher Speakers Series, and Nostalgia Series. There are still several more events to occur this season. GPAC is planning their annual fundraiser, entitled a Red Carpet Affairs, featuring Jim Quick with Coastline Band. It is a dinner with a silent auction, featuring over 100 celebrity items, golf packages and paintings. This event is scheduled for Saturday, March 20th. She encouraged everyone to come out and participate.

University and Community Relations

Vice Chancellor Glen Burnette gave a summary of the University and Community Relations report (**Attachment 8**).

Dr. Burnette reported that General Administration has placed campus safety as its top priority. They have agreed to fund two projects each year for UNC universities. This year UNCP will conduct a train derailment with chemical spill. UNCP has just completed its tabletop exercise and in a few weeks will complete a full scale enactment on campus March 11th. This enables UCR to test its crisis action plan that has been developed for UNCP.

He said that UNC Pembroke continues to be one of the safest campuses in the UNC system.

Dr. Burnette reported that we will be celebrating Founder's Day, on March 17th, in GPAC. The focus will be on the first sixty-three (63) years in the life of the University. Also, all the classes up to 1950 will be honored.

OLD BUSINESS

None

NEW BUSINESS

Dr. Porter reported that the Chancellor Search process is on schedule and she will up-date the Trustees as soon as the information is available.

Chairwoman Porter asked that the Trustees move into closed session to discuss matters confidential as a matter of law including personnel matters and to prevent the premature disclosure of honors and awards, under N.C. General Statutes 143-318.11(a) (2).

On motion made by Raymond Pennington, seconded by Donna Lowry, and carried unanimously, the Board of Trustees approved the motion to go into closed session to discuss personnel information that is confidential as a matter of law and to prevent the premature disclosure of honors and awards.

CLOSED SESSION

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

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On motion made by Breeden Blackwell, seconded by Donna Lowry, and unanimously carried, the Board of Trustees reconvened in open session.

RESUMPTION OF OPEN SESSION

OPEN DISCUSSION FOR TRUSTEES

None

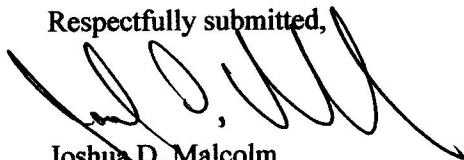
ANNOUNCEMENTS

Chairwoman Porter encouraged the Trustees to review the announcements and printed materials in their packet. She reminded the Trustees that the next regular Board meeting will be held on Thursday, April 29, 2010, at 1:00 PM. in Lumbee Hall's 4th floor Board Room. Lunch for Trustees will be served prior to the meeting at 11:45 AM at the Chancellor's Residence. She also said that the next regular meeting of the BOT Executive Committee is scheduled for Thursday, April 22, 2010, at 12:00 (noon) in the Chancellor's Dining Room.

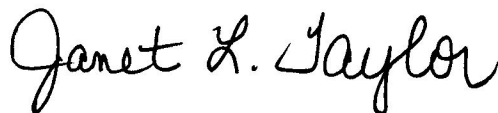
ADJOURNMENT

There being no further business to come before the Board, Chairwoman Porter proposed a privileged motion to adjourn and there were no objections. Chairwoman Porter thanked the Board for their participation.

Respectfully submitted,



Joshua D. Malcolm
Assistant Secretary



Janet L. Taylor
Recording Secretary

Attachments:

1. Academic Affairs Report
2. Advancement Report
3. Endowment Fund Board of Trustees 2009-2010
4. Athletics Report
5. Finance and Audit/Business Affairs Report
6. Enrollment Management Report
7. Student Affairs Report
8. University and Community Relations Report
9. Action Plan: Improving Retention and Graduation Rates