

THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE
MEETING OF THE BOARD OF TRUSTEES
Friday, February 21, 2014 at 9:30 AM

UNCP faculty members Deana Johnson, Department of English, Theatre and Foreign Languages; James Doyle, Department of Marketing, Management and International Business; Cherry Beasley, School of Nursing; and Tim Ritter, Department of Chemistry and Physics, led the Trustees in a pre-meeting discussion and presentation on "A Day in the Life of a Faculty Member."

The meeting of the University of North Carolina at Pembroke Board of Trustees was held in Room 213 of the James B. Chavis University Center. Chairman Wiley Barrett called the meeting to order at 9:41 a.m.

ROLL CALL

Roll was called and the following Trustees were present:

Wiley Barrett
Michael Holmes
Emily Ashley
Dwight Pearson
Lorna Ricotta
Caroline Williamson
Paul Willoughby
Jim Jones
Gary Locklear
Don Metzger
Bob Caton
Kellie Blue

Absent:
Newy Scruggs

Also in attendance: Chancellor Kyle R. Carter; Provost Ken Kitts, Vice Chancellor for Academic Affairs; Rich Cosentino, Vice Chancellor for Finance and Administration; Wendy Lowery, Vice Chancellor for Advancement; Dick Christy, Director of Athletics; Dan Kenney, Chief of Staff; Joshua D. Malcolm, General Counsel and Assistant Secretary to the Board of Trustees; Kindra Locklear, Recording Secretary to the Board of Trustees.

INTRODUCTION OF GUESTS INCLUDING MEMBERS OF THE PRESS

Chairman Barrett recognized guests Sandy Briscar, Executive Director of Marketing; Glen Burnette, Special Assistant for Constituent Relations; Sarah Carter, First Lady; Kelley Horton, Internal Auditor; Ashley Cole, Editor for the *Pine Needle*; and Jonathan Bym, Managing Editor for the *Pine Needle*.

ETHICS STATEMENT

Chairman Barrett 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

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 15, 2013
- Board of Trustees Meeting, Closed Session, November 15, 2013

ACTION 2014-01

Upon motion made by Trustee Ricotta, seconded by Trustee Ashley, and unanimously carried, the Board of Trustees approved the Meeting Minutes of November 15, 2013 and Board of Trustees Closed Session Meeting Minutes of November 15, 2013. (**Attachments 7 and 8**)

CHANCELLOR'S REPORT

Chancellor Carter reported (**Attachment 9**) that UNC Pembroke is attempting to become affiliated with an athletic conference. Chancellor Carter indicated that he, Vice Chancellor John Jones, and Dick Christy visited a few schools regarding conference affiliation and plan to visit several others over the next few months.

Chancellor Carter informed the Board of Trustees that 10 new members of the Board of Governors visited the university, along with staff, on February 19 as part of their orientation to the UNC system institutions. He stated that he received several positive comments regarding the visit.

Chancellor Carter stated that there will be an announcement after the Board meeting regarding the new football coach. He encouraged the Trustees to attend.

COMMITTEE REPORTS

Audit and Ethics

Trustee Caton stated the Audit and Ethics Committee had no action item for the full Board today. Kelley Horton, internal audit director, reported to the Audit and Ethics Committee this morning a summary of internal audit activities since the last Board of Trustees meeting in November. He

noted Ms. Horton reported on the FY 2013 Audit. She stated that, at the request of UNC Wilmington's internal audit office, the UNCP office of internal audit issued the fiscal year ended June 30, 2013 financial audit report for the Friends of UNCW, Inc., a minor associated entity to UNCW.

Trustee Caton stated Ms. Horton investigated and responded to a hotline call from the NC Office of the State Auditor. Trustee Caton stated Ms. Horton conducted a variety of audit fieldwork for the Purchase Card and Esther G. Mayor Scholarship. The reports have been or are being drafted and final discussions held with management. The Internal Audit Advisory Team for the UNC System for which Ms. Horton is an active participant, presented to the Board of Governors Audit Committee the results of its six-month long study on internal audit shared services. The presentation was well received and as a result, a \$500,000 budget request for strengthening audit functions within the UNC System is included on the Board of Governors' budget priority list for the upcoming short session.

Ms. Horton and her intern are in the final stages of assisting the NC Office of Internal Audit with their follow-up to the fiscal year ended June 30, 2012 Student Financial Aid Audit Finding.

Educational Planning and Personnel

Trustee Pearson stated that the Educational Planning and Personnel Committee (EPP) received several department updates as well as personnel updates. He stated the committee received a report regarding the promotion and tenure process. He added that Provost Ken Kitts reported that Chancellor Carter is required under *The Code* to organize and review the Promotion and Tenure Policy every five years.

To improve course scheduling, Academic Affairs is undertaking review of the Fall 2014 schedule, to ensure good distribution of classes across days of the week and times of day. Trustee Pearson stated UNC Pembroke made the *U.S. News* Top 20 list of "Best Colleges for Veterans" and is the only UNC School on the list.

Trustee Pearson stated the Regional Center held the first American Indian Executive Leadership and Management Conference in November, and will organize an expanded summer camp program for youth in 2014.

Finance and Administration

Trustee Locklear stated the Finance and Administration Committee discussed a variety of items, to include several financial documents, a variety of properties, a vacancy report, and a report on how monies are spent by departments across campus. Trustee Locklear reviewed the list of new employees and stated that the yearly endowment performance is 14.4%, which was good. The committee did not have any action items to bring before the Board.

Public Affairs and Advancement

Trustee Ricotta stated Hunter Wortham, Assistant Vice Chancellor for Advancement, reported over \$1,051,000 in gifts have been received this year thus far. She stated Mr. Wortham gave an

update of the Lifetime Giving Society. Sandy Briscar, Executive Director for University Communications and Marketing, gave an overview of the new website. Trustee Ricotta also announced the 40th anniversary of GPAC will kick off in the spring.

Dick Christy, Director of Athletics, informed the Trustees that Sammy Cox and Onita Cox donated funding for renovation of the Softball Locker Room. Trustee Ricotta stated, as endorsed by the Public Affairs and Advancement Committee and in accordance with POL 03.00.01 – Facility and Program Naming Policy, she recommended the Board approve naming the Softball Locker Room in the Jones Center in honor of Sammy and Onita Cox.

**ACTION
2014-02**

Upon motion made by Trustee Ricotta, seconded by Trustee Metzger, and unanimously carried, the Board of Trustees approved the proposed naming of the Softball Locker Room of the Jones Athletic Center in honor of Sammy and Onita Cox, in accordance with the POL 03.00.01 - Facility and Program Naming Policy, and as recommended by Chancellor Kyle R. Carter. This university shall designate this facility, in their individual capacities (**Attachment 11**).

Student Life and Athletics

Trustee Willoughby discussed a variety of conference alliances and how UNC Pembroke compared to them. He added Dick Christy gave an overview of the locker room renovation and academic progress of the student athletes. He also reviewed Athletics current budget status as well as the 2013-14 Student Fee increase request. Figures showing UNC Pembroke's rank in the UNC system in per student-athlete expenditure (last of all institutions) as well as a comparison of UNC Pembroke's relative expenditure per student-athlete compared to the Peach Belt, South Atlantic Conference, and CIAA (we rank below each conference average) were reported.

Mr. Christy also provided an update on the Jones Center locker room renovation that will positively impact over 110 current student-athletes and the recruiting process for five of the UNC Pembroke teams. With one gift still pending, approximately 67% of the project is externally funded at this time

As part of the UNC System requirements for all campuses, Mr. Christy reviewed the UNC Intercollegiate Athletics Report as it relates to UNC Pembroke's data. Mr. Christy also reviewed on-going work to garner a scheduling alliance with the South Atlantic Conference as well as recent interest being shown by the Southern Intercollegiate Athletic Association in discussing an affiliate membership with UNCP.

Mr. Christy reported on the academic progress of UNC Pembroke student-athletes for the Fall 2013 semester. The department GPA was 2.787 with 126 student-athletes (30%) making an academic honors list. Student-athlete Sam Miles shared his experiences joining the UNC Pembroke men's soccer team as a native of New Zealand. Sam is an Academic All-American, All-Peach Belt Conference player with a 3.89 GPA. He will also serve as captain of next year's squad.

Dr. John Jones III, Vice Chancellor for Student Affairs, provided information on the strategic plan process for the Division of Student Affairs. A strategic plan framework was established consisting of five (5) teams to establish a new vision statement, mission statement, core values, and the strategic plan. The finalized plan should be launched this spring.

DIVISIONAL REPORTS

Trustee Ricotta stated she feels like we can do a better job communicating Faculty accomplishments to the public.

Debt Service Report

Vice Chancellor Rich Cosentino, Finance and Administration, gave a presentation of UNC Pembroke's debt. Ray Oxendine, Vice Chancellor for Finance, stated the UNC Pembroke Foundation, Inc. debt has a rating of BB and the university's debt is currently rated an A, both according to Standard & Poor's. Vice Chancellor Cosentino stated that the university can afford the debt that we currently have, and that he and Mr. Oxendine are working with some outside financial experts to review the university's debt. Vice Chancellor Cosentino and Mr. Oxendine responded to numerous questions from Trustees about our current indebtedness.

Overview of Enrollment Planning

Provost Ken Kitts gave an overview of the university's enrollment. He stated prior to 2009 a student could enter UNC Pembroke with a 2.2 GPA and an 800 on the SAT. Now the university requires a 2.7 GPA and an 840 SAT score (math and verbal) upon entrance, and by the end of their freshman year, a student must have a 2.0 GPA.

Provost Kitts stated on January 27 (census day) we had a final headcount of 5,771 students. From Fall 2013 to Spring 2014 there was a decrease in enrollment at a rate of 7.25% which is normal for mid-year shrinkage. Provost Kitts stated graduate students are down by 24% (due to M Certification issue in North Carolina) while new transfer students are up 16%.

Provost Kitts stated the key factors for Fall 2014 include retention of continuing students and accounting for the pipeline effect of large graduate classes. He added that the Cabinet receives a weekly funnel report that gives an overview of current enrollment numbers for the Fall 2014 semester. Provost Kitts stated our students are better prepared; we have the best academic support system in history of the university; and a new focus on robust campus life has been a contributor to retention.

Provost Kitts stated our Fall 2014 goal is 1,100 new freshman, 550 new transfers, 300 new graduate students, and 158 readmits; with a goal of 6,310 total students.

Pine Cottage

Vice Chancellor John Jones gave an overview of Pine Cottage. He stated Pine Cottage will be used for a variety of purposes to include various events and a community garden created by the

faculty. Vice Chancellor Jones stated students, faculty and staff are very excited about the property and showed the Board a variety of photos of Pine Cottage.

Chairman Barrett asked the Board to move into closed session.

Upon motion made by Trustee Ricotta, seconded by Trustee Metzger and unanimously carried, the Board of Trustees approved the motion to move 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 and to discuss personnel information that is confidential as a matter of law related to disclosure of employee and/or prospective employee **NCGS Section 143-318.11 (a)(2)(5)(6)**.

CLOSED SESSION

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



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

**ACTION
2014-03**

Upon motion made by Trustee Pearson, seconded by Trustee Blue, and unanimously carried, the Board of Trustees approved the award of professor emeritus status to Dr. Virginia P. Jones as recommended by Chancellor Kyle R. Carter (**Attachment 12**).

**ACTION
2014-04**

Upon motion made by Trustee Locklear, seconded by Trustee Metzger, and unanimously carried, the Board of Trustees approved the purchase and/or exchange of necessary state owned property in order to acquire the easement running through the approximate 40 acre parcel of land located north of the main campus, which has been designated in the university's Master Plan as the location for a future athletic complex. The easement (dirt road) is known as Moonlight Lane on said property.

Trustee Caton recused himself from the following motion, because he serves on the UNC Pembroke Foundation, Inc. Board of Directors.

ACTION
2014-05

Upon motion made by Trustee Metzger, seconded by Trustee Ashley, and unanimously carried, the Board of Trustees agreed to accept transfer of any ownership interest (lease) the UNC Pembroke Foundation, Inc. may have in the campus facility referred to as the Caton Fieldhouse, which is part of the Irwin Belk Athletic Complex and/or any interest the UNC Pembroke Foundation, Inc. may have in any ground lease under/near said facility.

CHAIRMAN'S REPORT

Chairman Barrett stated he does not have any items to discuss other than he did write Peter Hans, Chairman of the UNC Board of Governors, regarding tuition. He stated that we have not yet received a response (**Attachment 12**).

OLD BUSINESS

There was no old business discussed.

NEW BUSINESS

There was no new business discussed.

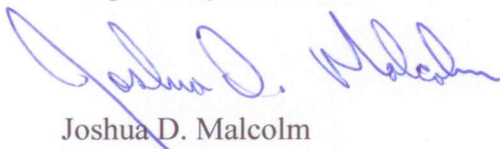
ANNOUNCEMENTS

Chairman Barrett reviewed the announcements as printed. He encouraged the Trustees to attend as many events as possible. Trustee Ashley invited the Board to SGA's Career Day lunch March 24, 2014, from 12-2 p.m. in the UC Annex.

ADJOURNMENT

There being no further business to come before the Board, Chairman Barrett proposed a privileged motion and the meeting adjourned. Chairman Barrett thanked the Trustees for their participation.

Respectfully submitted,



Joshua D. Malcolm
Assistant Secretary



Kindra D. Locklear
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, February 21, 2014
7. Minutes, Board of Trustees Meeting, November 15, 2013
8. Closed Minutes, Board of Trustees Meeting, November 15, 2013
9. Chancellor's Report
10. Divisional Reports
11. Letter requesting naming consideration – Softball Locker Room
12. Professor Emeritus Recommendation – Dr. Virginia P. Jones
13. Letter to Chairman Hans, December 11, 2013