

The Board of Governors
COMMITTEE ON PERSONNEL AND TENURE

Annual Report
July 1, 2009 - June 30, 2010

The major responsibilities of the Committee on Personnel and Tenure, as established by Section 301D of The Code of the Board of Governors are: (1) to make recommendations to the Board on all personnel actions under the jurisdiction of the Board, including establishment of senior academic and administrative officer positions and approving salary increases of 15% or greater AND \$10,000 or more; (2) to review The Code and institutional policies and regulations regarding tenure and dismissal; (3) to review appeals from faculty members that involve questions of tenure; and (4) to act on other personnel matters that involve significant policy considerations.

Pursuant to Policy 200.6, adopted on November 13, 2006 and amended June 8, 2007, the Board of Governors has delegated the authority to the President of the University to:

- a) Appoint and set the salaries of Senior Academic and Administrative Officers (§300.1.1 and §600.3.4) and other employees exempt from the State Personnel Act (§300.2.1) serving within the UNC General Administration.
- b) Set salary ranges for Senior Academic and Administrative Officers of the constituent institutions of University (§600.3.4).
- c) Approve conferrals of tenure and to set salaries of faculty, Senior Academic and Administrative Officers, except the chancellors, and other employees exempt from the State Personnel Act at campuses that do not have

Management Flexibility to Appoint and Fix Compensation as long as those salaries are within the established salary ranges and are not raises in excess of 15% and \$10,000 higher than the salary in effect at the end of the last fiscal year. (§300.1.1 and 600.3.4; Code §602).

d) Approve all actions relating to the administration of the Optional Retirement Program (G.S. §135-5.1) and the Phased Retirement Program (§300.7.2).

e) Approve salary increases in excess of \$10,000 and 15% or more for faculty members who are receiving salary increases funded through the Faculty Recruitment and Retention Fund.

Board members who served on the Committee during the fiscal year July 1, 2009, through June 30, 2010 were: Dr. Gladys Ashe Robinson, Dr. Adelaide D. Key, Justice Burley B. Mitchell, Jr., Mr. Walter C. Davenport, Mr. Phillip R. Dixon, Mr. Charles A. Hayes, and Mr. David W. Young. Mr. Jim W. Phillips, Jr., *emeritus member*, was a member until his resignation from the Board of Governors in January. Appointed officers for 2009-2010 were: Gladys Ashe Robinson as Chair, Dr. Adelaide D. Key as Vice Chair, and Justice Burley B. Mitchell, Jr. as Secretary.

In its designated role, the Committee on Personnel and Tenure reviews appointments of distinguished faculty for consideration and approval by the Board of Governors for campuses without *management flexibility*, salary increases in excess of \$10,000 and 15% or more, and salaries that exceed the established range. Included in the personnel actions were seven appointments of distinguished faculty under the guidelines of the Board's Distinguished Professors Endowment Trust Fund .

Annually, on recommendation of the President, the Committee considers and further recommends to the Board, salary ranges and specific salaries for chancellors of the constituent institutions. The structure and policy governing these ranges and levels embody three principal characteristics: (1) they are to be internally equitable and fair; (2) they are to be externally competitive; and (3) they are to be applied consistently. Actions by the 2009 Session of the North Carolina General Assembly did not include funds for salary increases. The General Assembly mandated that “....salaries in effect on June 30, 2009, or the last date in pay status during the 2008-2009 fiscal year if earlier, shall remain in effect and shall not increase for the 2009-2010 and 2010-2011 fiscal years.) The only allowable salary increases were for reallocations or promotions, in-range adjustments for job change, career progression adjustments for demonstrated competencies, retention, or any other adjustment related to an increase in job duties or responsibilities.

Subcommittees convened for additional meetings to receive, review, and make recommendations on seven faculty appeals from constituent institutions for Board consideration.

In 2003, the Committee became responsible for coordinating the Board of Governors' Excellence in Teaching Awards program. The Committee agreed to again forego the usual May awards luncheon and instead present each Teaching Award recipient with an engraved medallion and stipend check during their campus' spring commencement by the Board of Governors member in attendance. This new process allows for greater recognition of the recipient by their peers, students, administrators, families and friends, and is fiscally prudent as well.

New chancellor appointments included: Dr. William “Randy” Randolph Woodson, as chancellor at North Carolina State University, beginning on April 5, 2010 replacing James Oblinger who stepped down at the beginning of July 2009; and Dr. Kyle R. Carter, former Provost and Senior Vice Chancellor at Western Carolina University, as chancellor at the University of North Carolina at Pembroke beginning on July 1, 2010, replacing Alan Meadors who retired in June 2009.

As of June 30, 2010 there are fourteen constituent institutions with management flexibility: (Appalachian State University, East Carolina University, North Carolina A&T State University, North Carolina State University, the University of North Carolina at Asheville, the University of North Carolina at Chapel Hill, the University of North Carolina at Charlotte, the University of North Carolina at Greensboro, The University of North Carolina at Wilmington, The University of North Carolina at Pembroke, The University of North Carolina School of the Arts, Western Carolina University, Winston-Salem State University, as well as the North Carolina School of Science and Mathematics.) The remaining three campuses without management flexibility, (Elizabeth City State University, Fayetteville State University and North Carolina Central University) are being encouraged to seek this authority.

October 2008 changes to The Code and relevant Policies which required campuses to revise their promotion and tenure policies and procedures to strengthen and give more meaning to this process. The new procedures became effective as of October 1, 2009.

Campuses were also required to revise their phased retirement policies and procedures to reflect recent changes in *the Code* and relevant policies. During 2009-2010 the Committee approved campus revised post-tenure review policies for thirteen of those campuses that offer tenure to faculty. Revised phased retirement policies and procedures, and other promotion and tenure policies, were approved by the President.

In late 2009 through early 2010, the Committee carefully reviewed the policies and regulations concerning administrative separation and leave. With input from the Board of Governors the Committee sought to overhaul Policy 300.1.6.2, "Administrative Separation of the President and Chancellors" to add more stringent requirements regarding separation and leave rights. Amendments to Policy 300.1.6.2 were approved by the Committee in January 2010.

The Committee also reviewed a number of current policies and practices and recommended the adoption of new policies, amendments to existing policies and in some cases, the rescinding of outmoded or obsolete policies. In particular, Amendments to Code 604 and 605 were approved in September 2009; Amendments to the ORP Plan Document were approved in November, 2009; Amendments to Policies 1000.2.1, "Tuition Waiver for Persons at Least 65 Years Old and Certain Family of Deceased or Disabled Emergency Workers" and 1000.2.2, "Waiver of Tuition and Fees for Faculty and Staff were approved in February 2010; Policy 1000.2.3, and "Tuition Waiver for UNC General Administration Staff" was approved in April 2010.

In October of 2009, the Committee distributed its “Annual Report – July 1, 2008 – June 30, 2009” and “Annual Plan for the Committee on Personnel and Tenure.” The Committee also accepted the “Annual Report on the Distinguished Professors Endowment Trust Fund” in October 2009. The Committee accepted the “Report on the Phased Retirement Program” and the “Report on Post-Tenure Review” in November of 2009.

Attachment