

APPENDIX LL

The Board of Governors

COMMITTEE ON PERSONNEL AND TENURE

Annual Report
July 1, 2001 - June 30, 2002

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 conferral of permanent tenure, appointment of senior academic and administrative officers, establishing and approving faculty and administrative salary ranges, and approving salary increases in excess of 15%; (2) to review The Code and institutional policies and regulations regarding tenure; (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.

Board members who served on the Committee during the fiscal year July 1, 2001, through June 30, 2002, were Mr. William Burns, Ms. Angela Bryant, Mrs. Anne W. Cates, Mr. Frank Grainger, Mr. Craig Souza, and Mr. J. Bradley Wilson. Mr. Bradley T. Adcock and Dr. William Brown also served on the Committee, through the election of new members. In August 2001 the Committee elected as its officers, Mr. Craig Souza as Chair, Mr. Frank Grainger as Vice Chair, and Mr. William Burns as Secretary.

In its designated role, the Committee on Personnel and Tenure reviews personnel actions recommended by the President for consideration and approval

by the Board of Governors. The Committee reviewed and acted upon the appointment or reappointment of sixty-seven senior academic administrative officers and recommendations for three hundred and twenty-nine faculty conferrals of permanent tenure during the 2001-2002 fiscal year. Included in the personnel actions are nineteen recommended appointments of distinguished faculty under the guidelines of the Board's Distinguished Professors Endowment Trust Fund (a report of the fund is appended to this report). The above actions are summarized, by institution on the attached "*Summary of Personnel Actions and Changes.*"

Subcommittees convened for additional meetings to receive, review, and recommend for Board consideration, two faculty appeals from constituent institutions.

Annually, on recommendation of the President, the Committee considers and further recommends to the Board, salary ranges and specific salaries for incumbents in senior administrative positions. 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. Due to budgetary constraints, recommendations for 2001-2002 were limited to a \$625 salary increase from state funds for all UNC employees, although some employees did receive merit or equity increases from campus-initiated tuition increases or other funds.

The Committee's recommendations for 2001-2002 included the \$625 salary increase for the President's senior staff and for staff at the Center for

Public Television. The President and the chancellors received a \$625 salary increase as well.

The UNC-Office of the President saw several changes and additions to the staff, most notably with the appointment of Dr. Alan R. Mabe as the Vice President for Academic Planning in October, effective January 1, 2002; the leave of both Rosalind Fuse-Hall, Secretary of the University and Clifton Metcalf, Vice President, Associate Vice President for State Governmental Affairs, in January, each for key positions at UNC constituent institutions; the appointment of Dr. Judith Rizzo as the Director of The James B. Hunt, Jr. Institute for Educational Leadership in May, effective June 1, 2002; the appointment of Leino B. (Bart) Corgnati as Secretary of the University in June, after serving as interim for several months; the retiring of Dr. Charles Coble, Vice President for University-School Programs, and the appointment of Richard L. Thompson as his replacement.

Significant appointments within the campuses were also presented to the Board, as a number of Vice Chancellors had either retired or left to accept positions at out-of-state universities. In November, Dr. Melvin J. Johnson was appointed as Provost and Vice Chancellor at Winston-Salem State University, effective December 1, 2001 (after serving for several months as interim); In May Ms. Lucinda Lavelli was appointed as Provost and Vice Chancellor for Arts & Academic Programs at the North Carolina School of the Arts, effective July 1, 2002 (replacing the retiring William A. Pruitt); and Dr. Mark W. Padilla was appointed as Vice Chancellor for Academic Affairs at The University of North Carolina at Asheville, effective July 1, 2002 (replacing Thomas Cochran); and in June, Dr. Donna J. Benson, Associate Vice President for Academic Affairs at the

Office of the President was appointed as the Dean of the School of Education at Winston-Salem State University, effective August 1, 2002.

During the year, the Committee spent a considerable amount of time on the issue of granting management flexibility to the UNC constituent institutions, pursuant to the amendment to Section 31.11.(a) Article 1 of Chapter 116, §116-40.21 of the General Statutes, which provides that the “Board of Governors May Authorize Management Flexibility” (to the campuses). The Committee adopted a set of guidelines to use in reviewing requests for management flexibility, and in January recommended Policy 300.3.4 *“Granting of Management Flexibility To Appoint and Fix Compensation”* for approval to the BOG. This Policy described the practices and procedures to be followed by those campuses seeking management flexibility. A revision to Policy 600.3.4 was adopted in June. In connection with this issue, Policy 600.2.3 *“Distinguished Professors Endowment Trust Fund”* was amended to comply with the requirements under the management flexibility guidelines (June 2002).

The Committee also reviewed current policies and practices and recommended the adoption of new policies and amendments to existing policies. After the terrorist attacks on September 11, 2001, and the subsequent war in Afghanistan, many staff members on reserve duty were called to active duty. In October the Committee recommended to the BOG the adoption of Policy 300.2.8 *“Faculty Military Leave,”* granting paid military leave of an annual maximum of 18 days (for those in 9-month positions) or 24 days (for those in 12-month positions). The Committee also recommended approval of the *“Optional Retirement Program – Amendment No. 2,”* granting Optional Retirement Program eligibility to field faculty of the Cooperative Agriculture Extension Service, and

allowing the amount of elective employee contributions to the ORP for those called to military service to be equal to the amount required if the employee had remained in UNC service during the same period (November 2001). In keeping with on-going discussions regarding written agreements with chancellors and the president, in February the Committee recommended an amendment to Policy 300.1.1. *“Senior Academic and Administrative Officers”* which would allow the UNC system to enter into such agreements. This issue is still being discussed.

The committee accepted the “Update on Continuing the University of North Carolina Phased Retirement Program for Tenured Faculty” and the “Performance Review of Tenured Faculty: 1998-2001” (November 2001) and the “Non-Tenure Track Faculty Report,” (March 2002) charging the Office of the President with carrying out the recommendations in the report. In May, the Committee adopted a Resolution to establish guidelines with respect to salary increases pursuant to the directives issued by the State Budget Office as a result of the severity of the state budget situation. The Committee also distributed its “Annual Report – July 1, 2000 – June 30, 2001,” which included the “Distinguished Professorship Report.”

Attachments