

## **The Board of Governors**

### **COMMITTEE ON PERSONNEL AND TENURE ANNUAL REPORT**

July 1, 2011 - June 30, 2012

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 (*effective as of July 1, 2011, changed to 10% or greater to comply with the 2011-12 State Appropriations Act*); (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 and April 8, 2011, 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 (*effective as of July 1, 2011, changed to 10% or greater to comply with the 2011-12 State Appropriations Act*) 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% but less than \$10,000 (*effective as of July 1, 2011, changed to 10% to comply with the 2011-12 State Appropriations Act.*)

f) Approve salary increases 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, 2011, through June 30, 2012 were: Mr. Phillip R. Dixon, Mr. John C. Fennebresque, Mr. Dudley Flood, Ms. Mary Ann Maxwell, Mr. Charles Mercer, Jr.; Mr. Burley Mitchell, Jr.; and Mr. Richard Taylor. The Committee elected as its officers, Mr. Phillip Dixon as Chair, Mr. Burley Mitchell as Vice Chair, and Ms. Ann Maxwell 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% and/or \$10,000 or more (*effective as of July 1, 2011, changed from 10% or greater to comply with the 2011 State Appropriations Act*), and salaries that exceed the established range.

The 2011 State Appropriations Act, effective as of June 30, 2011, resulted in the following changes:

*The annual pay of all State employees for the 2011-2013 fiscal biennium shall remain unchanged from that authorized on June 30, 2011, or the last date in pay status during the 2010-2011 fiscal year, if earlier, except that an increase may be allowed under the following special circumstances:*

*(1) For all State employees regardless of funding source, and for employees of the North Carolina Community College System and local school boards who are paid from State funds, salaries may be increased for reallocations or promotions, in-range adjustments for job change, career progression adjustments for demonstrated competencies, or any other adjustment related to an increase in job duties or responsibilities, none of which are subject to the salary freeze otherwise provided by this Part. All other salary increases are prohibited.*

*(2) For The University of North Carolina, (i) faculty using funds from the Faculty Recruiting and Retention Fund, the Distinguished Professors Endowment Fund, or the University Cancer Research Fund in the case of faculty involved in cancer research supported by that fund and (ii) faculty, non-faculty, and other employee adjustments, including retention adjustments, funded from non-State funding sources.*

*(3) For employees of the judicial branch, for local supplementation as authorized by G.S. 7A-300.1. The cumulative salary adjustment allowed under this subsection for the 2011-2012 fiscal year may exceed ten percent (10%) of annual salary only if the adjustment is approved in advance by the Office of State Budget and Management, The University of North Carolina Board of Governors, the Board of the North Carolina Community College System, the Legislative Services Commission, the local board of education, or other authorized body as appropriate.*

The cumulative salary adjustment allowed under this subsection for the 2011-2012 fiscal year may exceed ten percent (10%) and \$10,000 or more of annual salary only if the adjustment is approved in advance by the President of The University of North Carolina and/or the University of North Carolina Board of Governors.

The Committee and/or the President reviewed a total of 1,850 salary requests totaling \$25,970,514.00. This represents 3.854% of UNC employees, 0.370% of General

Fund monies, and 0.243% of Non-General Fund monies. The committee held 3 special called meetings to review salary actions related to retention efforts.

Annually, on recommendation of the President, the Committee considers and further recommends to the Board, specific salaries for chancellors of the constituent institutions, as necessary. Actions by the 2010 Session of the North Carolina General Assembly did not include funds for salary increases.

Subcommittees convened for additional meetings to receive, review, and make recommendations on two 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 presented 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 process allows for greater recognition of the recipient by their peers, students, administrators, families and friends, and is fiscally prudent as well. In August of 2011 the Committee received the 2011 Board of Governors Awards for Excellence in Teaching Allocation and Distribution of Funds Report and Awards Costs; and approved the nominees for the 2011-12 Award in February of 2012.

The committee reviewed and forwarded to the full Board for approval changes to the Conflict of Interest Policy. It approved the reorganization within Academic Affairs that created the new position of Vice President for International, Community, and Economic Engagement, upgraded the Senior Associate Vice President for Student and Academic Affairs to Vice President for Student and Academic Affairs, and created a

position of Associate Vice President for Student and Academic Affairs. The Associate Vice President for Academic Affairs and University School Programs was upgraded to Vice President for Academic Affairs and University School Programs. A position was created for the Director of UNC Online and with the elimination of the Assistant Vice President for IRA two positions were created, a Senior Director of Institutional Research and a Senior Director of Policy and Funding Analyses. The committee endorsed and forwarded for approval the appointment of the UNC Press Director and approved amendments to the Optional Retirement Plan, and endorsed the Guiding Principles of a Unified Personnel System.

In October of 2011, the Committee distributed its “Annual Report for July 1, 2010 – June 30, 2011” and “Annual Plan for the Committee on Personnel and Tenure.” The Committee accepted the “Report on the Phased Retirement Program” the “Report on Post-Tenure Review” in November of 2011. The Committee also accepted the “Annual Report on the Faculty Recruitment and Retention Fund” in March 2012.