

COMMITTEE ON PERSONNEL AND TENURE

Thursday, June 7, 2007 at 2:30 p.m. in Board Room 2 at the General Administration Building,
910 Raleigh Road, Chapel, NC

Minutes of Meeting June 7, 2007

Committee members present at the meeting included: Mr. Charles H. Mercer, Jr., Dr. Dudley E. Flood, Ms. Hannah D. Gage, Mr. H. Frank Grainger, Mr. Peter D. Hans, Mr. Charles Norwood and Dr. Patsy B. Perry. Board of Governors members present included: Ms. Adelaide Daniels Key and Mr. William G. Smith. General Administration staff present at the meeting included: President Erskine Bowles, Dr. Harold L. Martin, Ms. Ann Lemmon, Dr. Jim Sadler, Mr. Charles Waldrup and Ms. Lisa Adamson. North Carolina State University Chancellor, James Oblinger, Winston-Salem State University Chancellor, Michelle Howard-Vital, Faculty Assembly Chair, Dr. Brenda Killingsworth and Staff Assembly Chair, Mr. J.R. Boykin attended a portion of the meeting.

The minutes of the May 10, 2007 meeting were approved as distributed.

Mr. Mercer asked for a motion to go into Closed Session "to establish or instruct the staff or agent concerning the negotiation of the amount of compensation or other terms of an employment contract; to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee; to hear or investigate a complaint, charge, or grievance by or against a public officer or employee." [N.C.G.S. §143.318.11(a)(5)&(6)]

The meeting was moved into closed session.

(The complete minutes of the Closed Session are recorded in Appendix A.)

Mr. Waldrup discussed the proposed changes to the Optional Retirement Plan Document (Mr. Hans recused himself as his law firm had been involved in the revision of the Plan.) Mr. Waldrup told the Committee that the primary changes to the Plan incorporate prior amendments, update tax law requirements, and deletes historical material and address issues not addressed in the 1999 version, which were not clearly addressed. He noted that the major areas of change are to allow eligible employees of the North Carolina School of Science and Mathematics to participate in the Plan, to clarify such items as the definition of an "educational entity" when an employee leaves UNC and seeks to vest elsewhere; what will happen when a participant leaves employment then returns to employment later or moves from an ORP-eligible job to a non-eligible job; when lump sum distributions are available to non-employee divorced spouses; and the rights of returning service men/women to employer contributions. Mr. Waldrup pointed out that due to recent federal regulations, "normal retirement age" had not been addressed at this time, but would be discussed at the September 2007 meeting.

Mr. Waldrup discussed the proposed amendments to Policy 300.7.1 "Optional Retirement Program" and told the Committee that the Policy in its current form mainly contains historical notes of changes to the ORP over the years. He said that the revised Policy would now refer people to the Optional Retirement Plan Document, to be posted on the Human Resources

website once the “normal retirement age” issue is resolved, which is expected by September 2007. After some additional discussion, the motion was made and seconded for recommendation for approval by the Board of Governors. Motion passed unanimously.

Dr. Sadler and Dr. Martin discussed proposed amendments to Guideline 400.3.3 “*Performance Review of Tenured Faculty*” and told the Committee that the revisions to the Guidelines would serve to strengthen and enhance campus post-tenure review plans. Dr. Martin told the Committee that each campus will be asked to revise its post-tenure review plan to comply with the revised Guidelines. He said that this is a lengthy process and does not expect to see any changes implemented prior to August 2008. He said he would report any further developments to the Committee as necessary.

The Committee reviewed the *Resolution for Delegation of Authority for 2007-2008 Salary Increases*. Dr. Martin told the Committee that such *Delegation of Authority* was needed so that the Committee would be able to act on salary increases of 15% or more and \$10,000 or more which would take effect before the next scheduled meeting of the Board of Governors. The motion was made and seconded for recommendation for approval by the Board of Governors. Motion passed unanimously.

The Committee reviewed the Salary Protocols and Salary Resolution for 2007-2008. Dr. Martin noted that senior administrators at the North Carolina School of Science and Mathematics were now included in the determination of salary ranges.

The Committee received a copy of the Report on Personnel Actions Delegated to the President Pursuant to *Policy 200.6*.

As there were no further items for discussion, the meeting was adjourned.

Mr. H. Frank Grainger, Secretary

Attachments

COMMITTEE ON PERSONNEL AND TENURE

Thursday, July 12, 2007 at 12:30 p.m. in the Board Room, UNC General Administration and
via Teleconference

Minutes of Meeting July 12, 2007

Committee members attending the meeting included Mr. Charles Mercer (presiding). Dr. Dudley E. Flood, Ms. Hannah D. Gage, Mr. H. Frank Grainger, and Mr. Peter D. Hans attended via teleconference. Board of Governors attending the meeting included: Chairman Jim Phillips and Ms. Priscilla Taylor. Mr. Phillip R. Dixon, Ms. Laura W. Buffaloe, and Mr. John Davis attended via teleconference. UNC General Administration staff attending the meeting included: President Erskine Bowles, Mr. Rob Nelson, Mr. Bart Corgnati, Ms. Joni Worthington, Ms. Leslie Winner, and Ms. Sue Carpenter. Dr. Harold L. Martin attended via teleconference. Ms. Alice Thrasher, of the *Fayetteville News & Observer*, attended a portion of the meeting.

Mr. Mercer asked for a motion to go into Closed Session "to establish or instruct the staff or agent concerning the negotiation of the amount of compensation or other terms of an employment contract; to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee; to hear or investigate a complaint, charge, or grievance by or against a public officer or employee." [N.C.G.S. §143.318.11(a)(5)&(6)]

Mr. Frank Grainger made, and Dr. Dudley Flood seconded, the motion which passed unanimously.

(The complete minutes of the Closed Session are recorded in Appendix A.)

Committee moved into closed session

At the conclusion of the closed session the Committee reconvened in open session. A motion was made and seconded to adjourn the meeting and, there being no objection, the meeting was adjourned at approximately 12:50 p.m.

COMMITTEE ON PERSONNEL AND TENURE

Monday, July 30, 2007 at 11:00 a.m. in the Board Room, UNC General Administration and via Teleconference

Minutes of Meeting July 30, 2007

Committee members participating in the meeting via teleconference included Mr. Charles H. Mercer, Jr., Dr. Dudley E. Flood, Mr. H. Frank Grainger and Mr. Peter D. Hans. Board of Governors member, Ms. Ann B. Goodnight, participated in the meeting via teleconference. UNC General Administration staff attending the meeting included: Dr. Harold L. Martin, Sr., Mr. Bart Corgnati, Ms. Kitty McCollum, Mr. Charles Waldrup, Ms. Leslie Winner, and Ms. Lisa Adamson. Ms. Joni Worthington attended a portion of the meeting.

Mr. Mercer asked Mr. Waldrup and Ms. McCollum to provide additional details regarding the amendments to Policy 300.7.2, "*The University of North Carolina Phased Retirement Program*." Mr. Waldrup told the Committee that the amendments were primarily needed to have the Phased Retirement Program conform to recent changes to the *Federal Pension Protection Act*. He explained that the current Policy allows eligible full-time tenured faculty members entering the Phased Retirement Program to retire at the age of 50. The amendments to the Policy would require faculty in the Teachers' and State Employees' Retirement System (TSERS) to be at least age 62 to retire, but those in the Optional Retirement Program (ORP) may retire at age 59 ½. Mr. Waldrup stated that the recommended changes to the Policy had recently been discussed with the Faculty Assembly, and Ms. McCollum said the Chancellors and the Human Resources Directors were informed of the proposed changes in a memorandum on July 11, 2007. Mr. Waldrup noted that some additional "clean up" language was included in the amended Policy, and that it was necessary for the amended Policy to become effective as of September 2007.

After some additional discussion, the motion was made and seconded for recommendation for approval of the amendments to Policy 300.7.2, "*The University of North Carolina Phased Retirement Program*, by the Board of Governors at the September 7, 2007 meeting. Motion passed unanimously.

Dr. Martin agreed to send the revised Phased Retirement Program Policy to the Chancellors, Chief Academic Officers and Human Resources Directors.

As there were no other items for discussion, the meeting was adjourned.