

## APPENDIX T

### THE UNIVERSITY OF NORTH CAROLINA SUMMARY PERSONNEL REPORT March 6, 2002

The Committee on Personnel and Tenure requests approval by the Board of Governors for the following appointments and conferrals of permanent tenure, as recommended by the President.

#### **NORTH CAROLINA AGRICULTURAL & TECHNICAL STATE UNIVERSITY**

##### Promotion and Salary Increase in Excess of 15%

Robert Ussery, Assistant Vice Chancellor for Academic Affairs – Institutional Research  
(12 month, state funds, effective April 1, 2002)

#### **NORTH CAROLINA CENTRAL UNIVERSITY**

##### Promotions with Conferral of Tenure

Phyliss Craig-Taylor, Professor, School of Law

(9 month, state funds, effective July 1, 2002)

Minnie B. Sangster, Associate Professor, Modern Foreign Languages, College of Arts & Sciences

(9 month, state funds, effective July 1, 2002)

Robert E. Stiefvater, Jr. Associate Professor, Physical Education & Recreation, College of Arts & Sciences

(9 month, state funds, effective July 1, 2002)

Sandra A. Vavra, Associate Professor, English, College of Arts & Sciences

(9 month, state funds, effective July 1, 2002 (promotion), effective July 2, 2002 (tenure))

##### Conferrals of Tenure

William Lawrence, Professor, Counseling, School of Education

(9 month, state funds, effective July 1, 2002)

Sheila J. Bridges, Associate Professor, Communication Disorders, School of Education

(9 month, state funds, effective July 1, 2002)

#### **NORTH CAROLINA STATE UNIVERSITY**

##### **Appointment of W. Dallas Herring Distinguished Professor and Conferral of Tenure (Board of Governors Distinguished Professor Endowment Trust Fund)**

John S. Levin, Distinguished Professor, Adult and Community College Education, College of Education

(9 month, state funds, effective August 16, 2002)

##### Faculty Appointment with Conferral of Tenure

Bobbie Jo Allen, Associate Professor, English, College of Humanities and Social Services and Assistant Vice Provost, Division of Undergraduate Affairs

(9 month (Tenure) (12 month Administrative), state funds, effective March 6, 2002)

**NORTH CAROLINA STATE UNIVERSITY** (continued...)

Conferrals of Tenure

John C. Fountain, Professor and Department Head Marine, Earth and Atmospheric Sciences, College of Physical and Mathematical Sciences

(9 month (Tenure) (12 month Administrative), state funds, effective March 6, 2002)

Gregory D. Jennings, Professor, Biological and Agricultural Engineering, College of Agriculture and Life Sciences

(9 month, state funds, effective March 6, 2002)

Salary Increases in Excess of 15%

David L. Ashcraft, Associate Director of Development/Executive in Residence, Wood and Paper Science, College of Natural Resources

(12 month, state and non-state funds, effective March 6, 2002)

Jody L. Gookin, Research Assistant Professor, Anatomy, Physiological Science and Radiology, College of Veterinary Medicine

(12 month, non-state funds, effective March 6, 2002)

Umaporn Silphaduang, Research Associate Postdoc, Clinical Sciences, College of Veterinary Medicine

(12 month, non-state funds, effective March 6, 2002)

**UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL**

Faculty Appointments with Conferral of Tenure

William R. Ferris, Professor, History, Adjunct Professor, Curriculum in Folklore and Associate Director, Center for the Study of the American South, College of Arts and Sciences

(9 month, non-state funds, effective July 1, 2002)

Steven R. Meshnick, Professor, Epidemiology/Microbiology & Immunology, Schools of Public Health and Medicine

(12 month, state funds, effective March 9, 2002)

Michael J. Shanahan, Associate Professor, Sociology, College of Arts and Sciences

(9 month, state funds, effective July 1, 2002)

Promotions with Conferral of Tenure

Samuel Cykert, Associate Professor, Medicine, School of Medicine

(12 month, non-state funds, effective April 1, 2002)

Peter A. Leone, Associate Professor, Medicine, School of Medicine

(12 month, state and non-state funds, effective April 1, 2002)

Thomas Jeffrey Reinert, Associate Professor, English, College of Arts and Sciences

(9 month, state funds, effective July 1, 2002)

Todd W. Taylor, Associate Professor, English, College of Arts and Sciences

(9 month, state funds, effective July 1, 2002)

Salary Increase in Excess of 15%

Nancy C. Reichle, Clinical Assistant Professor, Psychiatry, School of Medicine

(12 month, non-state funds, effective March 9, 2002)

**UNC – OFFICE OF THE PRESIDENT**

**Administrative Appointment**

Robert Mark Fleming, Associate Vice President for State Governmental Affairs, Public Affairs and University Advancement

(12 month, state funds, effective April 1, 2002)

Ginger B. Jones, Assistant Vice President for Finance

(12 month, state funds, effective April 1, 2002)

**Salary Increase in Excess of 15%**

Russ Lea, Vice President, Research & Sponsored Programs

(12 month, state and non-state funds effective April 1, 2002)

## APPENDIX U

Draft 2/07/02 |

### 200 B. Subsequent Membership.

#### (1) Election of Members.

- (a) Members of the Board of Governors shall be elected by the Senate and House of Representatives. Sixteen members shall be elected at the regular legislative session in 1993, and every two years thereafter. All terms shall commence on July 1 of odd-numbered years and all members shall serve for four-year overlapping terms. No person may be elected to more than three full four-year terms in succession. Resignation from a term of office does not constitute a break in service for the purpose of applying this provision of the law. Service prior to those terms beginning in 1989 shall be included in the limitations. Members elected by the Senate and House of Representatives shall be designated as voting members. [See G.S. 116-6(a), (b) and (c)]
- (b) Whenever any vacancy shall occur in the elected membership of the Board of Governors, it shall be the duty of the Secretary of the University to inform the General Assembly of the existence of the vacancy, and the General Assembly at its next regular session shall elect a person to fill the unexpired term. Whenever a member shall fail, for any reason other than ill health or service in the interest of the state or nation, to be present for four successive regular meetings of the board, the individual's place as a member shall be deemed vacant. [See G.S. 116-7(c)]

#### (2) General Qualifications.

- (a) ~~All members of the Board of Governors shall be selected for their interest in and their ability to contribute to the fulfillment of the purposes of the Board of Governors, and all members shall be deemed members at large, charged with the responsibility of serving the best interests of the whole state. In electing members, the objective shall be to obtain the services of the best qualified citizens of the state, taking into consideration the need for representation on the board by the different races, sexes, and political parties. [See G.S. 116-7(a)]~~  
[Repealed March 6, 2002]

- (b) ~~Of the eight members elected every two years through 1989, at least one shall be a woman, at least one other member shall be a member of a minority race, and at least one other member shall be a member of the political party to which the largest minority of members of the General Assembly belong. Beginning in 1991, of the sixteen members elected every two years, at least two shall be women, at least two other members shall be members of a minority race, and at least two other members shall be members of the political party to which the largest minority of the members of the General Assembly belong. In subsequent elections to the board, the General Assembly shall maintain at least these minimum proportions among the members of the board. [See G.S. 116-6(d) and (e)]~~  
[Repealed March 6, 2002]

- (c) From and after July 1, 1973, no member of the General Assembly or officer or employee of the state or of any constituent institution or spouse of any such member, officer, or employee may be a member of the Board of Governors. Any member of the Board of Governors who is elected or appointed to the General Assembly or who becomes an officer or employee of the state or of any constituent institution or whose spouse is elected or appointed to the General Assembly or becomes such officer or employee shall be deemed thereupon to resign from membership on the Board of Governors. [See G.S. 116-7(b)]

APPENDIX V

PETITION FOR SPRING 2002

PETITION REGARDING POLITICAL ACTIVITY

FROM: Name: Stephen Michael Metcalf  
Institution: Western Carolina University  
Position held: Director of Local Government Relations  
TO: ( ☒ ) Western Carolina University  
Board of Trustees  
c/o Office of the Chancellor  
Western Carolina University  
Cullowhee, North Carolina 28723  
( ☐ ) Committee on University Governance  
UNC Board of Governors  
c/o Office of the President  
The University of North Carolina  
Post Office Box 2688  
Chapel hill, North Carolina 27515-2688  
SUBJECT: Request for review of proposed political candidacy  
or officeholding

A. In accordance with The University of North Carolina  
policy regarding political activities of its employees,  
this petition concerns:

- ( ☒ ) My intention to campaign for election to a  
full-time or major part-time political office

Title of office: N. C. Senate

Full-time or  
major part-time: Major Part-time

Primary or general  
election date: General Election 11/2002

Period of proposed  
campaign activity: Present - April 2002

- ( ☒ ) My intention to occupy a full-time or major  
part-time political office, either elective or  
appointive

Title of office: N. C. Senate

Full-time or  
major part-time: Major Part-time

Term of office: 01/01 - 12/02

Period of  
employment affected: Spring 2002

B. With respect to my candidacy for election to political office, I request permission:

( X ) To maintain my full-time University employment while campaigning in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. An explanation of proposed campaign activity, demonstrating how such activity will be limited to available personal time, so as not to interfere with the satisfactory performance of full-time employment responsibilities (Attachment B)
3. The written concurrence of my supervisors and the Chancellor in the conclusion that engagement in campaign activities will not interfere with the satisfactory performance of my full-time employment responsibilities. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD.)

( ) If my request to maintain full-time employment is denied, to take a partial leave of absence, with corresponding reduction in pay, for the period

N/A

( \_\_\_\_\_ ); in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. An explanation of proposed campaign activity (Attached B)
3. Identification of those employment responsibilities that I propose not to meet, consistent with such a partial leave of absence, and calculation of percentage reduction in employment time (Attachment C)
4. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD.)

( ) If my request to maintain full-time employment or  
N/A to be granted a partial leave is denied, to take a  
full leave of absence, without pay, for the period  
\_\_\_\_\_ ; in support of my  
request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)

C. With respect to my occupancy of a full-time public office:

( ) I request permission to be granted a full leave of  
N/A absence, without pay, as distinguished from  
resigning my University employment; I understand  
that the maximum period of such leave allowed by  
University policy is two years; in support of my  
request, I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)

D. With respect to my occupancy of a major part-time office, I request permission:

(X) To maintain my full-time University employment while holding office; in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)



2. An explanation of the time requirements associated with holding the public office, demonstrating how such activity will be limited to available personal time, so as not to interfere with the satisfactory performance of my full-time employment responsibilities (Attachment D)
  3. The written concurrence of my supervisors and the Chancellor in the conclusion that the time requirements associated with holding the public office will not interfere with the satisfactory performance of my full-time employment responsibilities. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)
- ( )  
N/A If my request to maintain full-time employment is denied, to take a partial leave of absence, with corresponding reduction in pay, for the period of officeholding; in support of my request I have provided/attached:
1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
  2. An explanation of the time requirements associated with holding the public office (Attachment D)
  3. Identification of those employment responsibilities that I propose not to meet, consistent with such a partial leave of absence, and calculation of percentage reduction in employment time (Attachment C)
  4. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)

( ) If my request to maintain full-time employment or  
N/A to be granted a partial leave is denied, to take a  
full leave of absence, without pay, for the period  
\_\_\_\_\_; in support of my  
request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)

E. With respect to any request embodied in this petition, the petitioner should offer any additional written explanation or information that in his or her judgment would assist supervisors, the Chancellor or the Board of Governors in making a decision whether to grant the request.

Steve Muty  
Signature of Petitioner

2/14/02  
Date submitted

John W. Bardo  
Signature of Chancellor

2-15-02  
Date received by Chancellor

2-15-02  
Date submitted to Office of the President

L.S. Corquati  
Signature of Secretary of the University

2/20/02  
Date

Petition Attachment A:

Detailed account of anticipated normal employment responsibilities during the affected period of employment; the information to be provided presupposes a standard eight-hour work day and a forty-hour work week and requires a demonstration of how that amount of employment time is accounted for and scheduled; the petitioner may supplement this form with a narrative account that further explains employment obligations and time commitments.

<u>Stephen Michael Metcalf</u>	<u>Spring 2002</u>
Name of Petitioner	Employment period affected

1. Non-faculty employees (for those employees who regularly follow a standard eight-hour day and forty-hour week).

Length of required work day: \_\_\_\_\_ (number of hours)

Hours of work, from \_\_\_\_\_ (a.m.) to \_\_\_\_\_ (p.m.)

Days of week to which scheduled work applies: \_\_\_\_\_

2. Faculty employees (and other employees who do not necessarily follow standard schedule of eight-hour days and forty-hour weeks)

<u>Duties</u>	<u>Hours per week</u>	<u>% of total</u>
Teaching (classroom, laboratory, etc.)	_____	_____
Instructional preparation	_____	_____
Counseling students	_____	_____
Other instructional responsibilities	_____	_____
Evaluating student performance	_____	_____
Research and writing	_____	_____
Institutional Committee service	_____	_____
Administrative service	_____	_____

Current professional development	_____	_____
Other (specify)	_____	_____
_____	_____	_____
_____	_____	_____
Totals:	_____	_____
	Hours/week	

My normal working hours are irregular in that I often have meetings with local officials and different community groups in the evening and weekends. In addition, I often represent Western at conferences. As a result, my schedule is rarely 8 a.m. – 5 p.m., Monday thru Friday work week and often work more than 40 hours per week. I will maintain a log to document time.

Petition Attachment B:

Explanation of nature, extent and schedule of  
proposed campaign activity

I do not anticipate opposition in the May 2002 primary election. However, I will likely have opposition in the general election in November. My campaign activities will be confined to after hours and weekends. I will not allow campaign activities to interfere with my responsibilities to Western Carolina University. In addition, I have hired a full time campaign manager to handle campaign activities and constituent services.

Petition Attachment C:

Identification of employment responsibilities not  
to be performed pursuant to partial leave of  
absence

<u>Duties to be eliminated or reduced</u>	<u>Hours per week</u> (average)
<u>N/A</u>	
<u></u>	
<u></u>	
<u></u>	
<u></u>	

Totals

hours/week

Percentage reduction in weekly employment time:         

Note: Policies of the Board of Governors do not permit partial or full leaves of absence, for a portion of a semester, that would affect adversely the instructional services available to students, e.g., substituting another instructor for the petitioner to teach a course for a portion of the academic term (as distinguished from such substitution for the full term).

Petition Attachment D:

Explanation of nature, extent and schedule of required  
duties as officeholder

Responsibilities of the General Assembly during this time period include communication with the general public, constituent service and legislative committee work. The General Assembly is not scheduled to be in session during this time. In order to fulfill my responsibilities to Western Carolina University, I will devote time outside of the normal working hours to communication with the general public and constituent service. In addition, my legislation assistant is experienced and knows the demands of my district well. And further, I have hired a full time employee to work on constituent service and to serve as a campaign manager.

Legislative committee work will require an occasional trip to Raleigh. I am confident that I will be able to perform much of my responsibilities for the university while in Raleigh or in enroute via cell phone. And in addition, many of my university responsibilities, such as meetings with city and county officials, are performed on weekends and after normal business hours.

# PETITION FOR SUMMER 2002

## PETITION REGARDING POLITICAL ACTIVITY

FROM: Name: Stephen Michael Metcalf  
Institution: Western Carolina University  
Position held: Director, Office of Local Government Relations

TO: (X) Western Carolina University  
Board of Trustees  
c/o Office of the Chancellor  
Western Carolina University  
Cullowhee, North Carolina 28723

(X) Committee on University Governance  
UNC Board of Governors  
c/o Office of the President  
The University of North Carolina  
Post Office Box 2688  
Chapel hill, North Carolina 27515-2688

SUBJECT: Request for review of proposed political candidacy  
or officeholding

A. In accordance with The University of North Carolina  
policy regarding political activities of its employees,  
this petition concerns:

(X) My intention to campaign for election to a  
full-time or major part-time political office

Title of office: N. C. Senate

Full-time or  
major part-time: Major part-time

Primary or general  
election date: General Election 2002

Period of proposed  
campaign activity: May - August, 2002

(X) My intention to occupy a full-time or major  
part-time political office, either elective or  
appointive

Title of office: N. C. Senate

Full-time or  
major part-time: Major part-time

Term of office: 01/01 - 12/02

Period of  
employment affected: May - August, 2002



B. With respect to my candidacy for election to political office, I request permission:

N/A

( ) To maintain my full-time University employment while campaigning in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. An explanation of proposed campaign activity, demonstrating how such activity will be limited to available personal time, so as not to interfere with the satisfactory performance of full-time employment responsibilities (Attachment B)
3. The written concurrence of my supervisors and the Chancellor in the conclusion that engagement in campaign activities will not interfere with the satisfactory performance of my full-time employment responsibilities. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD.)

I request

(X) ~~If my request to maintain full-time employment is denied,~~ to take a partial leave of absence, with corresponding reduction in pay, for the period

(1/2 time; May-August ); in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. An explanation of proposed campaign activity (Attached B)
3. Identification of those employment responsibilities that I propose not to meet, consistent with such a partial leave of absence, and calculation of percentage reduction in employment time (Attachment C)
4. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD.)

(  
N/A) If my request to maintain full-time employment or to be granted a partial leave is denied, to take a full leave of absence, without pay, for the period \_\_\_\_\_; in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)

C. With respect to my occupancy of a full-time public office:

(  
N/A) I request permission to be granted a full leave of absence, without pay, as distinguished from resigning my University employment; I understand that the maximum period of such leave allowed by University policy is two years; in support of my request, I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)

D. With respect to my occupancy of a major part-time office, I request permission:

(  
N/A) To maintain my full-time University employment while holding office; in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)

2. An explanation of the time requirements associated with holding the public office, demonstrating how such activity will be limited to available personal time, so as not to interfere with the satisfactory performance of my full-time employment responsibilities (Attachment D)

3. The written concurrence of my supervisors and the Chancellor in the conclusion that the time requirements associated with holding the public office will not interfere with the satisfactory performance of my full-time employment responsibilities. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)

I request

(X) ~~If my request to maintain full-time employment is denied,~~ to take a partial leave of absence, with corresponding reduction in pay, for the period of officeholding; in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)

2. An explanation of the time requirements associated with holding the public office (Attachment D)

3. Identification of those employment responsibilities that I propose not to meet, consistent with such a partial leave of absence, and calculation of percentage reduction in employment time (Attachment C)

4. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)

( ) If my request to maintain full-time employment or  
N/A to be granted a partial leave is denied, to take a  
full leave of absence, without pay, for the period  
\_\_\_\_\_; in support of my  
request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. Assurances by my supervisors and the Chancellor that granting such a leave is practicable and that alternative arrangements can be made to insure performance by others of the employment responsibilities for which I otherwise would be responsible. (TO BE ATTACHED BY CHANCELLOR'S OFFICE AFTER CHANCELLOR'S REVIEW AND BEFORE BEING SENT TO GOVERNING BOARD)

E. With respect to any request embodied in this petition, the petitioner should offer any additional written explanation or information that in his or her judgment would assist supervisors, the Chancellor or the Board of Governors in making a decision whether to grant the request.

Steve Mety  
Signature of Petitioner

2/14/02  
Date submitted

John W. Bardo  
Signature of Chancellor

2-15-02  
Date received by Chancellor

2-15-02  
Date submitted to Office of the President

L. B. Conquati  
Signature of Secretary of the University

2/20/02  
Date received by Secretary

Petition Attachment A:

Detailed account of anticipated normal employment responsibilities during the affected period of employment; the information to be provided presupposes a standard eight-hour work day and a forty-hour work week and requires a demonstration of how that amount of employment time is accounted for and scheduled; the petitioner may supplement this form with a narrative account that further explains employment obligations and time commitments.

<u>Stephen Michael Metcalf</u>	<u>May - August, 2002</u>
Name of Petitioner	Employment period affected

1. Non-faculty employees (for those employees who regularly follow a standard eight-hour day and forty-hour week).

Length of required work day: \_\_\_\_\_ (number of hours)

Hours of work, from \_\_\_\_\_ (a.m.) to \_\_\_\_\_ (p.m.)

Days of week to which scheduled work applies: \_\_\_\_\_

2. Faculty employees (and other employees who do not necessarily follow standard schedule of eight-hour days and forty-hour weeks)

<u>Duties</u>	<u>Hours per week</u>	<u>% of total</u>
Teaching (classroom, laboratory, etc.)	_____	_____
Instructional preparation	_____	_____
Counseling students	_____	_____
Other instructional responsibilities	_____	_____
Evaluating student performance	_____	_____
Research and writing	_____	_____
Institutional Committee service	_____	_____
Administrative service	_____	_____

Current professional development	_____	_____
Other (specify)	_____	_____
_____	_____	_____
_____	_____	_____
Totals:	_____	_____
	Hours/week	

My normal working hours are irregular in that I often have meetings with local officials and different community groups in the evening and weekends. In addition, I often represent Western at conferences. As a result, my schedule is rarely 8 a.m. – 5 p.m., Monday thru Friday work week and often work more than 40 hours per week.

My proposal is to work one-half (1/2) time for Western while the General Assembly is in session. I will maintain a log to document time.

Petition Attachment B:

Explanation of nature, extent and schedule of  
proposed campaign activity

I do not anticipate opposition in the May 2002 primary election. However, I will likely have opposition in the general election in November. My campaign activities will be confined to after hours and weekends. I will not allow campaign activities to interfere with my responsibilities to Western Carolina University. In addition, I have hired a full time campaign manager to handle campaign activities and constituent services.

Petition Attachment C: .

Identification of employment responsibilities not  
to be performed pursuant to partial leave of  
absence

<u>Duties to be eliminated or reduced</u>	<u>Hours per week</u> (average)
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<u>Specific responsibilities will not be</u>	
--	--

<u>eliminated. Will devote fewer hours.</u>	
---	--

<u>Will maintain log to document time.</u>	
--	--

_____	
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_____	
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Totals

\_\_\_\_\_ hours/week

Percentage reduction in weekly employment time: \_\_\_\_\_

Note: Policies of the Board of Governors do not permit partial or full leaves of absence, for a portion of a semester, that would affect adversely the instructional services available to students, e.g., substituting another instructor for the petitioner to teach a course for a portion of the academic term (as distinguished from such substitution for the full term).



Petition Attachment D:

Explanation of nature, extent and schedule of required duties as officeholder

Responsibilities of the General Assembly during this time period include communication with the general public, constituent service and legislative committee work. The General Assembly will also be in session. In order to fulfill my responsibilities to Western, I will devote time outside of the normal working hours to communication with the general public and constituent service. In addition, my legislation assistant is experienced and knows the demands of my district well.

While in session, I will be in Raleigh approximately three days a week. I am confident that I will be able to perform much of my responsibilities for the university while in Raleigh. During times that do not conflict with my legislative commitment. And in addition, many of my university responsibilities, such as meetings with city and county officials, are performed on weekends and after normal business hours.

I will confine campaign activities to after hours and weekends. In addition, I have hired a full time campaign manager to handle campaign activities and constituent services. I will maintain a log to document my time.

## APPENDIX W

Molly Corbett Broad  
President's Report to the Board of Governors  
UNC General Administration Building Board Room  
March 6, 2002  
1:15 p.m.

[Due to time constraints, an abbreviated version of these remarks was delivered during the meeting.]

### Tuition Deliberations in the Face of Economic Reality

I would like to begin by acknowledging the painful and difficult choices that have consumed the time, energy, minds, and hearts of this Board in recent weeks, and to say how impressed I am by your commitment and devotion to the University of North Carolina. You have explored the far reaches of policy. You have studied the details of our funding process. You have expressed your views on the values and principles of the University as they relate to access, quality, and price. And you have expressed differing views of educational philosophy to one another—sincerely and respectfully.

You have disagreed, as the saying goes, without being disagreeable. After more than three decades in higher education, I still do not know of any other issue that wrenches public university boards more than tuition—especially in times of economic distress. As Brad Adcock suggested last night, that is as it should be.

One principle on which we all agree is that UNC enrollment growth should be an entitlement. That the funding for increased student enrollment should be made part of the state's Continuation Budget. This would be consistent with the North Carolina constitution, which calls upon the General Assembly to extend the benefits of the University to the people of the state. And such a step is absolutely essential to achieving this Board of Governor's strategic priority of Access. I am pleased to report that I have received a letter from President Pro Tem Mark Basnight and Speaker Jim Black expressing their intention to make our enrollment growth part of the Continuation Budget, *prospectively*.

We would all agree that the General Assembly has the clear responsibility to fund our enrollment growth and that tuition should not become the source of revenue to fund educational access. The joint letter from our legislative leadership acknowledges that making enrollment growth—in future years—part of the Continuation Budget would “avoid the dilemma that the universities are facing now in considering tuition increases to fund enrollment growth.”

Your action today on tuition contains an important provision, namely, the commitment to roll back the across-the-board tuition increase *dollar for dollar* in the unlikely event the General Assembly finds other resources with which to fund enrollment growth for the

coming year. We all would prefer such a positive outcome. That said, had this Board waited longer to take action on tuition, you would have deprived students and their families of important advance notice of pending increases. And because of federal application and processing requirements, our students would have lost eligibility for additional student financial aid.

### **UNC Sponsored Program Awards Continue Upward Trajectory**

Earlier today, Vice President Russ Lea shared with the Board's Planning Committee the annual report on research and other sponsored program awards to UNC. In Fiscal 2001, total competitive awards granted to our faculty approached a record \$768 million. At a time when state support for our campuses is declining, it is heartening to witness the dramatic increase in external funding to support our research mission—almost a \$100-million increase over the previous fiscal year. About half of these new research dollars came from the National Institutes of Health. This level of growth is a tribute to the caliber and breadth of research taking place across the University.

### **Update on UNC Bond Program**

There's also good news to report on our Bond Program.

As I mentioned at our last meeting, the second installment of Higher Education Bonds are to be sold next week by the State Treasurer's Office. I need not remind you how vital predictable cash flow is to the ultimate success of our capital program. Treasurer Richard Moore is to be commended for astutely managing the sale of these bonds in a manner that maximizes benefits to state, while minimizing the accumulation of debt service.

You will recall that in the closing days of the 2001 session, the General Assembly adopted historic legislation to reform public construction law. While putting in place appropriate safeguards and measures of accountability, it at long last gives public entities—including our campuses—the tools and flexibility they need to manage construction in an efficient, cost-effective manner. Last month, more than 1,000 state and local officials in 30 different locations participated in a statewide videoconference designed to educate them about the construction law changes embodied in Senate Bill 914. This effort was jointly sponsored by the Office of the President, UNC-Chapel Hill's School of Government, the Department of Administration, the Community Colleges, and others.

And finally, earlier today you approved two resolutions to refinance outstanding bond issues previously issued by the University on behalf of Appalachian State University and NC State University. These bonds originally were sold to build residence halls and dining facilities, as well as a research building on the Centennial Campus. Refinancing—carefully timed to achieve maximum savings--will enable these two institutions to lower their interest payments over the life of the bonds by a collective \$800,000. This is made possible by your delegation of authority to issue bonds at such time as the savings equal or exceed a targeted amount previously approved by the Committee on Budget and Finance.

Mr. Chairman, this concludes my report.