

PERSONNEL AND TENURE

Thursday, August 11, 2011 at 3:00 p.m. in the Executive Conference Room at the C.D. Spangler, Jr., Building, UNC General Administration, 910 Raleigh Road, Chapel Hill, NC

Minutes of Meeting August 11, 2011

Committee members present at the meeting included: Phillip R. Dixon, Burley B. Mitchell, Jr., Mary Ann Maxwell, John C. Fennebresque, Dudley E. Flood, Charles H. Mercer, Jr., and Richard F. Taylor. Board of Governor members Chair Hannah Gage, Peter D. Hans, Peaches Blank, Laura Buffaloe and Fred Mills attended a portion of the meeting. General Administration staff present included President Tom Ross, Suzanne Ortega, Alisa Chapman, Jeff Davies, William Fleming, Ann Lemmon, Bruce Mallette, Tom Shanahan, Brian Usischon, Anita Watkins, and Lisa Adamson. North Carolina School of Science and Mathematics Chancellor J. Todd Roberts, North Carolina Central University Chancellor, Charlie Nelms, North Carolina University-Pembroke Chancellor Kyle Carter and Western Carolina University Chancellor David O. Belcher also attended a portion of the meeting.

The open minutes of June 9, 2011 meeting and the June 24, 2011, June 30, 2011, July 14, 2011 and July 27, 2011 Special Meetings were approved as distributed.

- *Mr. Dixon 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 motion was made, properly seconded and unanimously approved.*

The meeting was moved into closed session.

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

President Ross presented a recommendation for the salary approval process for fiscal year 2011-2012. Chancellors present were asked for input regarding Board of Trustee’s reporting requirements. Mr. Ross reviewed the Committee’s oversight prior to the Operations and Capital Improvements Appropriations Act of 2011 (Appropriations Act) and discussed the President’s existing authority to approve salary adjustments. He noted that the recommended salary approval process would increase the Committee’s scope of review to include proposed salary increases of \$10,000 or more and 10% or more, consistent with existing policy. There was additional discussion regarding the effects of the Appropriations Act on campus procedures and the salary approval process. After further discussion, the motion was made and seconded for a recommendation for approval by the Board of Governors. Motion passed unanimously.

The Committee accepted the *2011 Board of Governors Awards for Excellence in Teaching Allocation and Distribution of Funds* report prepared by Dr. Bruce Mallette. Dr. Mallette briefly discussed cost-savings associated with the awards process and told the Committee that information for award recipients would be maintained on an online archive.

The Committee received the amended copy of Report on Personnel Actions Delegated to the President listing all personnel actions approved by the President since its last meeting, with an additional appointment at UNC General Administration.

Chair Dixon inquired about Mr. Mitchell and Mr. Mercer's willingness to serve as chair for faculty appeals subcommittees. Committee members requested additional information be distributed on Committee duties/responsibilities before the September meeting.

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

Mary Ann Maxwell, Secretary

Attachments