

University of North Carolina  
Board of Governors  
Personnel and Tenure Committee Meeting  
Jim B. Hunt Library, North Carolina State University  
November 7, 2013

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The Personnel and Tenure Committee of the UNC Board of Governors met on November 7, 2013. The following members were present: John Fennebresque, Chair; G.A. Sywassink, Vice Chair Jim Holmes, Secretary; Doyle Parrish; Therence Pickett, Laura Wiley; and Richard Taylor.

General Administration staff in attendance included, Suzanne Ortega, William Fleming, Thomas Shanahan, Thomas Ross, Samantha McAuliffe, Susan Colby, Staff Assembly Chair, and Catherine Rigsby, Faculty Assembly Chair.

Chancellors in attendance included, Chancellor Deb Saunders-White and Chancellor Carol Folt.

1. Open Minutes of October 11, 2013

Mr. Fennebresque asked for a motion to approve the minutes of October 11, 2013

**MOTION: BE IT RESOLVED** that the minutes of October 11, 2013 be approved as presented

**Motion:** Mr. Doyle Parrish  
**Second:** Mr. Richard Taylor  
**Motion Carried**

2. Tutorial III: EPA/SPA Management Flexibility Process:

Mr. William Fleming was the presenter for this tutorial. He defined the two different types of employees at the University, those Subject to the State Personnel Act (SPA) and those Exempt from the State Personnel Act (EPA). SPA employees are paid overtime for any hours over 40 that are worked whereas EPA employees are not. The Board of Governors has authority over some of these employees with delegated responsibility for specific actions being given to the President and Chancellors. For instance, SPA employees are governed by the State and the University is prohibited from giving increases for merit. They are also not allowed to receive increases even if they are paid on non-state or Grant funding that allows for annual increases.

Mr. Fleming explained that the University would like to have authority over all employees. Legislation has been introduced in the past to make this possible, but due to other competing priorities the legislation was not reviewed last year. The Committee discussed whether this would be a priority for the coming year.

Mr. Fleming concluded the tutorial by giving an overview of several key upcoming HR issues as well as informing the Committee of some changes in University benefits.

The next tutorial for the Personnel and Tenure Committee will be on post tenure review.

3. Request to Establish a New Position at UNC General Administration

UNC General Administration requested the establishment of a new Assistant Vice President for University Advancement. This position would work closely with campuses on their major giving efforts as called for in the Strategic Plan. For the smaller campuses, this position is vital in providing back-office support that will enable them to development more robust efforts in this area.

The Committee discussed additional information that they would like to review before taking action on this position request. The request was tabled and will be reviewed again at the January meeting.

4. Appointment of Faculty Appeal Subcommittee

Mr. Fennebresque appointed one Faculty Appeal Subcommittee.

5. Informational Report: Delegated Personnel Action Report

Dr. Ortega called the Committee's attention to the informational report received on personnel actions delegated to the President. This report has been reformatted to provide the Committee with additional information concerning the positions appearing on the report.

6. Informational Update: BOG Teaching Excellence Award

Dr. Ortega notified the Committee that the call for nominations for the BOG Teaching Excellence Award has been sent to campuses. We will be bringing those nominations to the Committee for a vote in February.

Mr. Fennebresque reminded the Committee that the stipend for this award was increased to \$12,500 last year and he asked Dr. Ortega to investigate increasing the stipend again to \$15,000.

Mr. Fennebresque called for a motion for the Committee to enter into closed session.

**MOTION:** The Personnel and Tenure Committee will move into Closed Session to “consider the qualifications, performance, and appointment conditions of employees; instruct the University’s staff concerning the establishment or negotiation of employment contracts and compensation; and consult with counsel.”

[N.C.G.S. §143.318.11(a)(1)(3)(5)&(6)]

**Motion:** Mr. Doyle Parrish  
**Second:** Mr. Richard Taylor  
**Motion Carried**

*The meeting was moved into closed session.  
(The complete minutes of the Closed Session are recorded in Appendix A.)*

Mr. Fennebresque called for a motion to return to Open Session.

**MOTION: BE IT RESOLVED** that the Personnel and Tenure Committee return to Open Session.

**Motion:** Ms. Laura Wiley  
**Second:** Mr. Doyle Parrish  
**Motion Carried**

The Committee returned to Open Session.

There being no further business, the meeting was adjourned.

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James Holmes, Secretary

Attachment

## **COMMITTEE ON PERSONNEL AND TENURE**

Draft Minutes: December 18, 2013 at 1:00 p.m.

University of North Carolina General Administration, Spangler Center, Conference Room A

### **OPEN SESSION**

The following members were present: John Fennebresque, Chair; GA Sywassink, Vice Chair; Jim Holmes, Secretary; Doyle Parrish; Therence Pickett; Richard Taylor; Laura Wiley

The following General Administration staff attended: Suzanne Ortega, William Fleming, Thomas Shanahan, Samantha McAuliffe

1. Request to Establish a Position at UNC General Administration: The Committee was reminded by Chair Fennebresque that this position was authorized in the Strategic Plan. The Plan prescribes an expansion of the advancement role at General Administration in support of the Advancement initiatives undertaken on 10 of the smallest campuses. The General Administration Advancement team will provide back-office support for these campuses.

The Committee discussed the metrics which would be used to evaluate the performance of the General Administration Advancement team. These will include, improving annual giving by 25% over a five year period, increasing giving rates resulting in campuses being ranked among the 50<sup>th</sup> percentile of their peers and a long term goal of being ranked among the 75<sup>th</sup> percentile among other metrics.

The Committee discussed the funding plan for the position.

**MOTION: BE IT RESOLVED** that the request to establish the SAAO position of Assistant Vice President for University Advancement at General Administration be approved as submitted.

**Motion:** Mr. GA Sywassink

**Second:** Mr. Richard Taylor

**Motion Carried**

Mr. Fennebresque called for a motion for the Committee to enter into closed session.

**MOTION: BE IT RESOLVED** that the Personnel and Tenure Committee will move into Closed Session to “consider the qualifications, performance, and appointment conditions of employees; instruct the University’s staff concerning the establishment or negotiation of employment contracts and compensation; and consult with counsel

**Motion:** Ms. Laura Wiley

**Second:** Mr. Jim Holmes

**Motion Carried**

***The meeting was moved into closed session.  
(The complete minutes of the Closed Session are recorded in Appendix A).***

Mr. Fennebresque called for a motion to return to Open Session.

**MOTION: BE IT RESOLVED** that the Personnel and Tenure Committee return to Open Session.

**Motion:** Mr. Doyle Parrish

**Second:** Mr. Therence Pickett

**Motion Carried**

There being no further business, the meeting adjourned.

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Mr. Jim Holmes, Secretary

Attachments