

## COMMITTEE ON PERSONNEL AND TENURE

Draft Minutes: January 15, 2016  
Spangler Center, Conference Room C, Chapel Hill, North Carolina

### OPEN SESSION

The following members were present: GA Sywassink (Chair), Therence Pickett (Vice Chair), Frank Grainger (Secretary), Steve Long, and Temple Sloan.

The following members were absent: Thom Goolsby, Joan Templeton Perry

The following General Administration Staff were present: Junius Gonzales, Matthew Brody, Joanna Carey Cleveland, Jessica Moore, and Samantha Raynor.

Mr. Sywassink called the meeting to order and called for a motion to go into closed session.

**MOTION: BE IT RESOLVED** that the Personnel and Tenure Committee move into Closed Session to “prevent the disclosure of information that is confidential pursuant to Article 7 of Chapter 126 of the North Carolina General Statutes and consider the qualifications, performance, and appointment conditions of employees.”

**[N.C.G.S. §143-318.11(a)(1)&(6)]**

**Motion:** Mr. Therence Pickett  
**Second:** Mr. Frank Grainger  
**Motion Carried**

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

Mr. Sywassink 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. Frank Grainger  
**Second:** Mr. Steve Long  
**Motion Carried**

The Committee returned to Open Session.

Mr. Sywassink shared with the Committee that he would like to propose that salary pre-authorizations be reviewed by the President and General Administration staff, with the exception of salary increase requests for the President’s direct reports and the Chancellors which would continue to come to the Board of Governors. This topic will be discussed in more

detail at the upcoming meeting and he welcomed feedback from the Committee members.

There being no further business, the meeting was adjourned.

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Mr. Frank Grainger, Secretary

Attachment

## COMMITTEE ON PERSONNEL AND TENURE

Draft Minutes: January 21, 2016  
North Carolina A&T State University, Greensboro, North Carolina

### OPEN SESSION

The following members were present: GA Sywassink (Chair), Therence Pickett (Vice Chair), Frank Grainger (Secretary), Thom Goolsby, Steve Long, Joan Templeton Perry, and Temple Sloan.

The following General Administration Staff were present: Junius Gonzales, Matthew Brody, Joanna Carey Cleveland, Jessica Moore, and Samantha McAuliffe-Raynor.

The following Chancellors were present: Sheri Everts, Frank Gilliam, and Lindsey Bierman.

Others present included: Pernell Bartlett, Staff Assembly Chair and Stephen Leonard, Faculty Assembly Chair.

#### 1. Open Session Minutes of December 9 and December 10, 2015

Mr. Sywassink called the meeting to order and called for a motion to approve the open session minutes of the December 9 and December 10, 2015 meetings.

**MOTION: BE IT RESOLVED** that the Personnel and Tenure Committee approves the open session minutes of the December 9 and December 10, 2015 meetings pursuant to a correction being made to the spelling of President Spellings' name in the December 10 minutes.

**Motion:** Mr. Therence Pickett

**Second:** Mr. Steve Long

**Motion Carried**

#### 2. Academic Affairs Update

Dr. Gonzales noted that Academic Affairs has partnered with Human Resources in reviewing faculty compensation issues and will continue moving forward with a dedicated position in this area. Human Resources is also assisting in a study of faculty salary ranges by rank and discipline. Dr. Gonzales thanked the Committee for their support in adjustment of faculty salaries and noted that faculty who have been at an institution the longest are often the most disadvantaged in terms of salary due to compression. The recently selected Faculty Fellows will begin soon and one will specifically be focused on issues related to faculty diversity and development. Interviews with candidates for the Vice President for Academic Affairs and Instructional Strategy were recently completed. There were very strong candidates for the position and an offer will be made within the next week.

### 3. Human Resources Update

Mr. Brody reminded the Committee that salary pre-authorizations are still being reviewed under the 10% guidelines. Staff will be working with President-elect Spellings on a proposal for new salary pre-authorization procedures. Chairman Sywassink proposed that salary pre-authorizations be reviewed and authorized by the President who would report these authorizations to the Personnel and Tenure Committee. This authorization would be monitored by the Committee and could be repealed if the Committee felt that additional oversight was necessary. The Committee discussed this proposal briefly.

A new position is being created jointly between Human Resources and Academic Affairs to focus in the area of faculty compensation, including reviewing faculty salary pre-authorizations. The addition of this position will ensure that there are dedicated resources and expertise in this area.

The Staff Assembly has submitted a letter to Dr. Gonzales regarding compensation concerns, which was copied to President-elect Spellings and Mr. Brody. The letter contained several recommendations, one of which supports pursuing legislative action to provide the Board of Governors with more authority over SHRA compensation and leave issues. The GA Human Resources staff has been working very closely with colleagues in the Office of State Human Resources (OSHR) in negotiating more delegated authority for the University over SHRA matters generally. One example of this effort is the recently implemented adverse weather policy that is tailored to the University instead of using the general adverse weather policy that applies to State agencies. Mr. Brody and his staff are carefully reviewing the recommendations contained in the Staff Assembly's letter and will return to the Board with future updates.

### 4. SAAO Tier I Title Change Request

Mr. Brody introduced the request from UNC Greensboro to establish a new Vice Chancellor title. UNC Greensboro has requested to change the title of their current Associate Provost for Enrollment Management to Vice Chancellor for Enrollment Management. As such, UNC Greensboro is not establishing an additional position, but instead reclassifying a Tier II SAAO position to a Tier I SAAO position. Mr. Brody invited Chancellor Gilliam to discuss the rationale for this request with the Committee.

Chancellor Gilliam explained that enrollment management is increasingly central to any strategic planning effort on a campus. Managing the incoming classes has turned into a science and requires technical expertise. UNC Greensboro has managed to grow over the last three years and the portfolio for the Associate Provost for Enrollment Management has expanded. Chancellor Gilliam needs the expertise and perspective as part of his senior team. .

Chancellor Gilliam responded to Committee member questions regarding whether this change fits within the structure of how other institutions are organized, whether this fits within the institution's budgetary parameters, whether this change would include a salary increase and where in the salary range the incumbent would be placed. In response to the first question

Chancellor Gilliam noted that this particular title is often used in other institutional structures and the change does fit into the institutional budgetary parameters. The salary range for this position will be adjusted to appropriately match a range for an SAAO Tier I position. The discussion of the proposed salary action for the incumbent will be discussed in closed session. The Committee decided to delay voting on this request until the closed session discussion could take place.

5. Informational Report: President's Delegated Personnel Actions

Dr. Gonzales noted the report provided to the Committee in the pre-meeting materials. This report is provided for information. Dr. Gonzales noted that the UNC Faculty Recruitment and Retention Fund's balance is at an all-time low due to the fact that no new allocations have been made to the fund. Award amounts are being cut in order to provide as many awards as possible until the funding is depleted. The fund has not been replenished in several years.

6. Faculty Salary Study

Dr. Gonzales reported that the update on the faculty salary study would be given at the next meeting and time would be set aside at a future meeting to discuss the analysis.

7. Faculty Appeal Subcommittee Appointment

There is a faculty appeal to be reviewed prior to the next Board meeting. Ms. Joanna Carey Cleveland announced that the subcommittee would be comprised of Mr. Frank Grainger, who will serve as Chair, Mr. Thom Goolsby, and Dr. Joan Templeton Perry. A time to review this appeal will be arranged with the subcommittee in the coming weeks.

Mr. Sywassink called for a motion to move into closed session.

**MOTION: BE IT RESOLVED** that the Personnel and Tenure Committee move into Closed Session to "prevent the disclosure of information that is confidential pursuant to Article 7 of Chapter 126 of the North Carolina General Statutes, prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award, consider the qualifications, performance, and appointment conditions of employees; instruct the University's staff concerning the establishment or negotiation of employment contracts and compensation; hear or investigate complaints or grievances by or against an employee; and consult with counsel."

**[N.C.G.S. §143-318.11(a)(1)(2)(3)(5)&(6)]**

**Motion:** Mr. Therence Pickett  
**Second:** Mr. Temple Sloan  
**Motion Carried**

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

Mr. Sywassink 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. Therence Pickett  
**Second:** Dr. Joan Templeton Perry  
**Motion Carried**

The Committee returned to Open Session.

Mr. Sywassink called for a motion to approve the request from UNC Greensboro to establish a new SAAO Tier I title.

**MOTION: BE IT RESOLVED** that UNC Greensboro's request to establish a new SAAO Tier I Title of Vice Chancellor for Enrollment Management be approved as submitted.

**Motion:** Mr. Therence Pickett  
**Second:** Mr. Temple Sloan

There being no further business, the meeting was adjourned.

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Mr. Frank Grainger, Secretary

Attachment