

September 11, 2024 at 1:15 p.m.
Via Videoconference and PBS North Carolina Livestream
UNC System Office
223 S. West Street, Room 1809
Raleigh, NC 27603

AGENDA

OPEN SESSION

- A-1. Approval of the Open Session Minutes Carolyn Coward
 - a. Open Session Minutes of July 24, 2024
 - b. Open Session Minutes of August 9, 2024
- A-2. 2023-24 Annual Report of the Committee on University Personnel.....Thomas Walker
- A-3. Employee Turnover Rates.....Thomas Walker

CLOSED SESSION

- A-4. Approval of the Closed Session Minutes Carolyn Coward
 - a. Closed Session Minutes of July 24, 2024
 - b. Closed Session Minutes of August 9, 2024
- A-5. Executive Personnel Matter..... Peter Hans

OPEN SESSION

- A-6. Adjourn

Closed Session Motion

Motion to go into closed session to:

- Prevent the disclosure of information that is privileged or confidential under Article 7 of Chapter 126 of the North Carolina General Statutes, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- Consult with our attorney to protect attorney-client privilege.
- Consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee.

Pursuant to: G.S. 143-318.11(a)(1), (3), and (6).

DRAFT MINUTES

July 24, 2024 at 12:15 p.m.
Via Videoconference and PBS North Carolina Livestream
UNC System Office
223 S. West Street, Board Room
Raleigh, North Carolina

This meeting of the Committee on University Personnel was presided over by Chair Carolyn Coward. The following committee members, constituting a quorum, were present either in person or via videoconference: Temple Sloan, Woody White, Swadesh Chatterjee, and Jimmy D. Clark.

Chancellors participating were Sharon Gaber and Aswani Volety.

Staff members present included Thomas Walker, Mary Griffin Inscoe, and others from the University of North Carolina System Office.

1. Call to Order and Open Session Minutes (Item A-1)

The chair called the meeting to order at 12:15 p.m. on Wednesday, July 24, 2024, and reminded all committee members of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflicts of interest. The chair asked if there were any conflicts or appearances of conflicts with respect to any matter coming before the committee. No members identified any conflicts at the time. The minutes from the May 22, 2024, May 29, 2024, June 6, 2024, and June 21, 2024, meetings were approved by unanimous consent.

2. Employee Engagement Survey Overview (Item A-2)

Dr. Thomas Walker shared an overview of the employee engagement survey results, which demonstrated a continued rise in overall positive response rates, both for university institutions individually and Systemwide.

3. Closed Session

The chair called for a motion to move into closed session.

MOTION: Resolved, that the Committee on University Personnel move into closed session to prevent the disclosure of information that is privileged or confidential pursuant to Article 7 of Chapter 126 of the North Carolina General Statutes [G.S. 143-318.11(a)(1)]; to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged [G.S. 143-318.11(a)(3)]; and to consider the qualifications, competence, performance, or conditions of appointment of a public officer or employee or prospective public officer or employee [G.S. 143-318.11(a)(6)].

Motion: Temple Sloan

Motion carried

THE MEETING MOVED INTO CLOSED SESSION AT 12:24 P.M.

(The complete minutes of the closed session are recorded separately.)

THE MEETING RESUMED IN OPEN SESSION AT 12:32 P.M.

There being no further business and without objection, the meeting adjourned at 12:32 p.m.

Woody White, Secretary

DRAFT MINUTES

August 9, 2024 at 9:30 a.m.

Via Videoconference and PBS North Carolina Livestream

This meeting of the Committee on University Personnel was presided over by Chair Carolyn Coward. The following committee members, constituting a quorum, were present via videoconference: Woody White, Swadesh Chatterjee, and Jimmy Clark.

Chancellor participating was Aswani Volety.

Staff members present included Thomas Walker, Mary Griffin Inscoe, and others from the University of North Carolina System Office.

1. Call to Order and Open Session Minutes (Item A-1)

The chair called the meeting to order at 9:30 a.m. on Friday, August 9, 2024, and reminded all committee members of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflicts of interest. The chair asked if there were any conflicts or appearances of conflicts with respect to any matter coming before the committee. No members identified any conflicts at the time.

2. Closed Session

The chair called for a motion to move into closed session.

MOTION: Resolved, that the Committee on University Personnel move into closed session to prevent the disclosure of information that is privileged or confidential pursuant to Article 7 of Chapter 126 of the North Carolina General Statutes [G.S. 143-318.11(a)(1)]; to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged [G.S. 143-318.11(a)(3)]; and to consider the qualifications, competence, performance, or conditions of appointment of a public officer or employee or prospective public officer or employee [G.S. 143-318.11(a)(6)].

Motion: Woody White

Motion carried

THE MEETING MOVED INTO CLOSED SESSION AT 9:32 A.M.
(The complete minutes of the closed session are recorded separately.)

THE MEETING RESUMED IN OPEN SESSION AT 9:49 A.M.

There being no further business and without objection, the meeting adjourned at 9:49 a.m.

Woody White, Secretary

AGENDA ITEM

A-2. 2023-24 Annual Report of the Committee on University Personnel..... Thomas Walker

Situation:	Each standing committee submits an annual report of its activities to the University of North Carolina Board of Governors.
Background:	Pursuant to Section 302 E of <i>The Code</i> , "Each standing committee shall make a written report to the Board of Governors at least annually, reviewing the work of the committee during the preceding year."
Assessment:	The annual report on the activities of the Committee on University Personnel for fiscal year 2023-24 is ready for review and submission.
Action:	This item requires a vote by the committee to accept the report for submission to the Board.

DUTIES AND MEMBERSHIP

The major responsibilities of the Committee on University Personnel are: (1) to make recommendations to the University of North Carolina Board of Governors on all personnel actions under the jurisdiction of the Board; (2) to review *The Code* and institutional policies and regulations regarding tenure and dismissal; (3) to act on compensation matters that exceed prescribed thresholds; (4) to consult with the president on compensation matters for the president's direct reports, chancellors, and the CEOs of UNC Health Care and PBS North Carolina; and (5) to act on new or modified policies regarding human resources-related matters.

Board members who served on the committee during the fiscal year July 1, 2023, through June 30, 2024, were Carolyn Coward, Temple Sloan, Sonja Nichols, Harry Brown, Swadesh Chatterjee, and John Fraley. The committee officers were Ms. Coward as chair, Mr. Sloan as vice chair, and Ms. Nichols as secretary. Chancellors Kelli Brown, Brian Cole, and Randy Woodson served as chancellor representatives to the committee.

ACTIONS

The committee met in 11 regular or special meetings between July 1, 2023, and June 30, 2024. The major actions of the committee and matters presented to the committee are summarized below.

Human Resources Actions

Delegated Salary Actions: The committee also received informational reports on 11 EHRA Faculty and 97 EHRA Non-Faculty salary requests approved by the UNC System Office under authority delegated to the president or his designee.

Comprehensive Faculty Policy Initiatives Workgroups: In September 2023, the committee held a joint meeting with the Committee on Educational Planning, Policies, and Programs to review the comprehensive faculty policy initiative study convened by President Peter Hans in January 2023. The joint committee heard recommendations on the evaluation of teaching, post-tenure review, faculty workload, faculty awards and recognition, the faculty retirement incentive program, and the development of a professional/teaching faculty track.

Chancellor Searches: The committee was periodically apprised of the status of chancellor searches for the University of North Carolina Asheville, Winston-Salem State University, North Carolina Central University, and North Carolina Agricultural and Technical State University. Once concluded, a recommended candidate was brought before the committee before being forwarded to the full Board for a final vote. In November 2023, Dr. Kimberly van Noort was selected as the chancellor of UNC Asheville. In May 2024, Bonita J. Brown was selected as the chancellor of Winston-Salem State. In June 2024, Dr. Karrie G. Dixon was selected as the chancellor of NC Central University. In June 2024, Dr. James R. Martin II was selected as the chancellor of North Carolina A&T State University.

Optional Retirement Program: In November 2023, the Board voted to approve a resolution approving technical changes to the Optional Retirement Program plan document to ensure consistency with relevant North Carolina statutes and IRS regulations.

Policy Manual Revisions: In November 2023 and February 2024, the committee reviewed two sets of proposed revisions to Section 300 of the UNC Policy Manual as part of a thorough Systemwide policy review effort. In January 2024 and April 2024, the Board voted to approve these revisions via the consent agenda.

Policy Manual Supersedes: In November 2023, the committee also reviewed two proposed policy supersedes, Section 400.3.1, *Teaching Effectiveness in the University of North Carolina*, and Section 400.3.3, *Performance Review of Tenured Faculty (Post Tenure Review)*. In January 2024, the Board voted to approve these supersedes via the consent agenda.

Tutorials: The committee was presented with periodic tutorials on matters such as athletic contracts, the constituent institution peer-setting process, and employee compensation.

Academic Affairs Actions

Faculty Recruitment and Retention Fund: This fund was established by the General Assembly in 2006 to be used to recruit and retain key tenured and tenure-track faculty. In November 2023, the committee discussed the future of the fund in light of the \$15 million increase to the fund provided by the North Carolina General Assembly in the biennial budget. Dr. David English also apprised committee members on the status and utilization of this fund.

Performance Review of Tenured Faculty: The committee received the Performance Review of Tenured Faculty from fiscal year 2021-22. Of the 742 tenured faculty reviewed, 22 were deemed deficient. The committee also received the Performance Review of Tenured Faculty from fiscal year 2022-23. Of the 689 tenured faculty reviewed, 24 were deemed deficient.

Tenure Conferrals: Academic Affairs reported on 10 tenure conferrals or promotions from institutions that lack management flexibility.

AGENDA ITEM

A-3. Employee Turnover Rates Thomas Walker

Situation: A review of voluntary turnover rates for faculty and staff over the past five years.**Background:** Human Resources collects employment separation information through the Human Resources Data Mart (HRDM). Voluntary turnover is employee-driven separations excluding retirements, death, and disability. Transfers within an institution are not considered a separation for the purposes of calculating turnover rates. The rate is defined as the number of separations in a 12-month period divided by the average employee population for those 12 months.

Overall, the University experienced turnover similar to trends nationwide over the past five years. Separations initially decreased in 2020-21 due to the COVID-19 pandemic then increased post-COVID in 2022-23 in what was called “The Great Resignation”. The University implemented sign-on and retention bonus programs in 2022 to assist with mitigating the increase in separations.

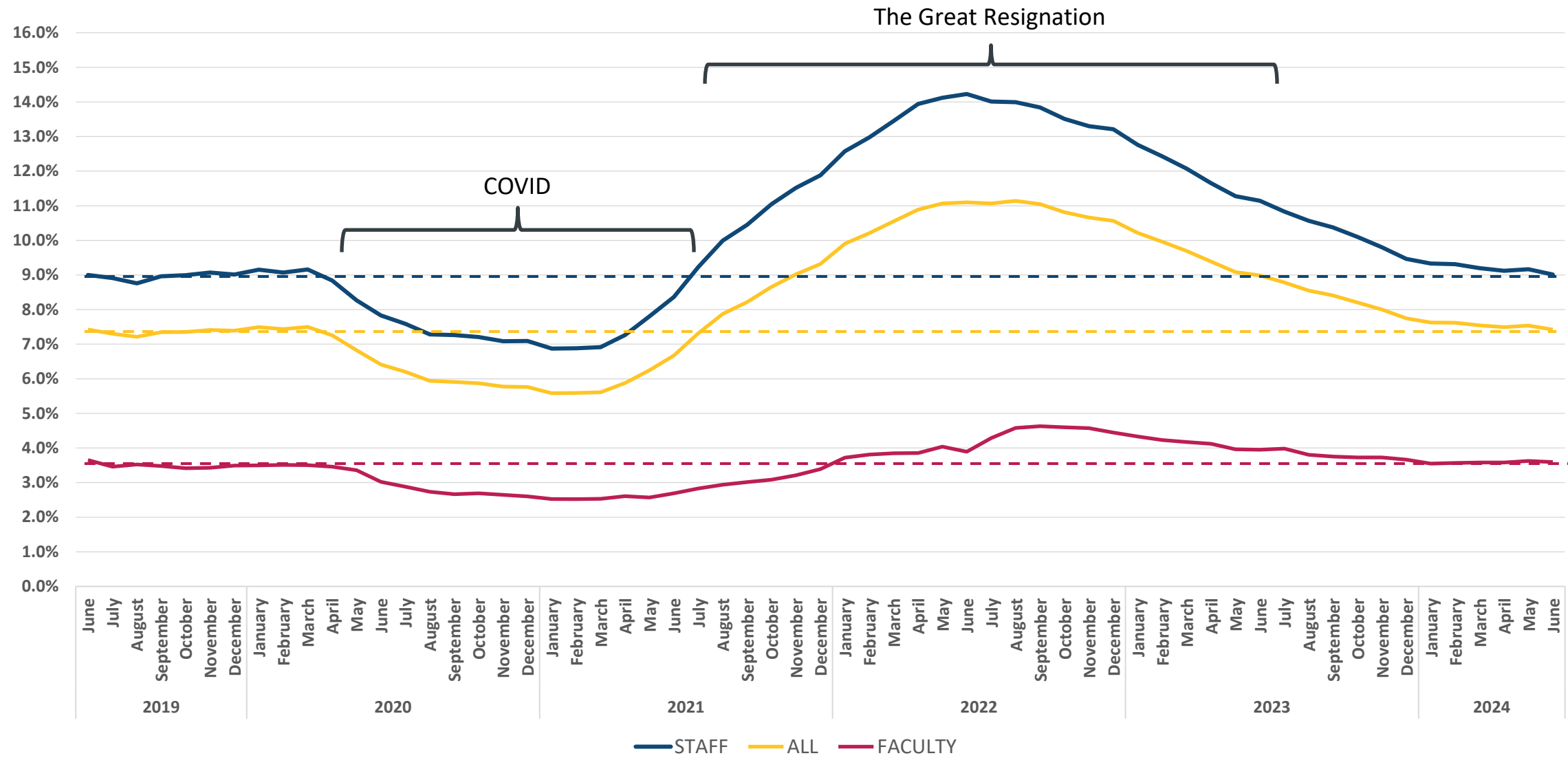
Assessment: Over the past 12-18 months, voluntary turnover rates have largely returned to pre-COVID levels at nine percent for staff and 3.5 percent for faculty. The highest turnover rates, as normally expected, are among employees who are under age 30, employees who are within their first five years of service, and/or employees who have a base salary below \$50,000. This includes the staff positions with the highest turnover rates — research and health technical/paraprofessional classifications. For faculty, the highest voluntary turnover over the past fiscal year has been in health-related fields. Retirement rates have not fluctuated significantly over the past five years. Overall, university voluntary turnover rates trend better than benchmark data from the national College & University Personnel Association for Human Resources (CUPA-HR).**Action:** This item is for information only.



Human Resources Update **Employee Turnover Rates**

Presented to
UNC Board of Governors Committee on University Personnel
September 11, 2024

Voluntary Turnover



Voluntary Turnover Rates Compared to Benchmark

STAFF*	UNC SYSTEM	CUPA BENCHMARK	DIFFERENCE
2019	9.0	10.1	-1.1
2020	7.2	9.0	-1.8
2021	11.1	11.9	-0.8
2022	13.5	14.7	-1.2
2023	10.1	12.3	-2.2

FACULTY*	UNC SYSTEM	CUPA BENCHMARK	DIFFERENCE
2019	3.4	5.0	-1.6
2020	2.7	4.3	-1.6
2021	3.1	4.1	-1.0
2022	4.6	5.9	-1.3
2023	3.7	5.4	-1.7

* The CUPA benchmark is an average for reporting institutions (Public Masters/Ph.D).
 CUPA uses an annual reporting cycle of November 1 through October 31.
 UNC System data in this chart matches that cycle, not the fiscal year.

Voluntary Turnover Rates

Staff - Salary	FY 2019	FY 2024
\$25K-\$50K	10.3%	12.8%
\$50K-\$75K	8.3%	8.3%
\$75K & Above	6.0%	5.2%

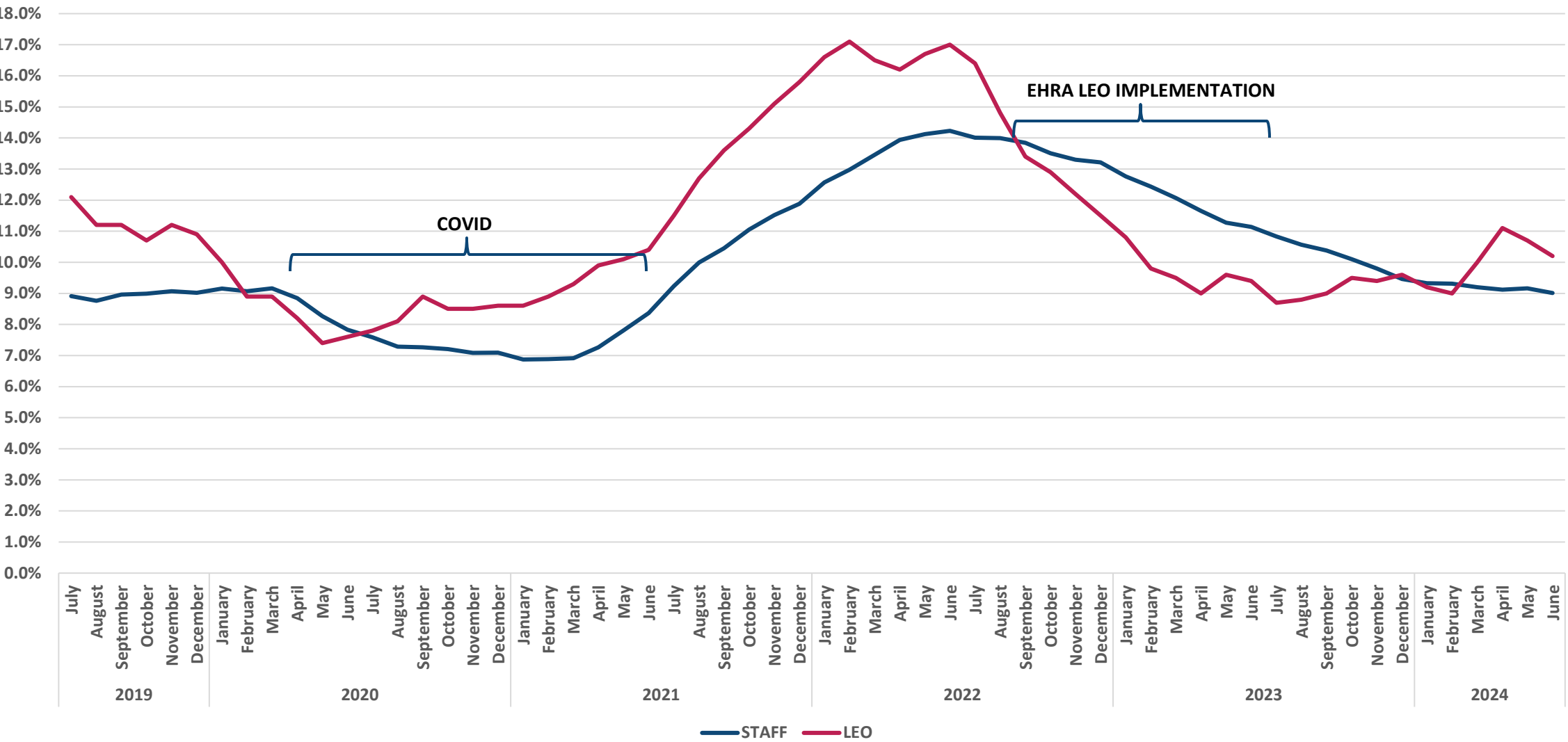
Staff - State Service	FY 2019	FY 2024
<5 years	14.4%	14.5%
5-14 years	7.3%	7.4%
15+ years	2.3%	2.5%

Staff - Age Range	FY 2019	FY 2024
<30	19.3%	17.9%
30-39	12.4%	12.0%
40-49	6.8%	6.8%
50-59	5.0%	5.1%
60+	2.9%	3.3%

Staff - JCAT Category	FY 2019	FY 2024	<i>n</i>
Athletic Affairs Professionals	18.4%	18.4%	898
Health Science Technicians	10.8%	17.5%	678
Environment Technicians	17.8%	17.3%	272
Research/Lab Technicians	12.6%	17.1%	1,670
Student Affairs Professionals	13.7%	13.0%	1,910
Health Science Professionals	12.7%	11.1%	610

Faculty - Tenure Status	FY 2019	FY 2024
Permanent Tenure	1.9%	1.8%
Not Tenured but on Tenure Track	5.1%	5.6%
Not on a Tenure Track	5.1%	4.7%

Voluntary Turnover – Law Enforcement



UNC Systemwide Turnover

- Voluntary turnover rates across the UNC System have returned to pre-COVID levels.
- The highest turnover rates are common for younger employees, short-term employees, and lower-paid employees.
- This group includes research/lab technician, health technician, and social work positions, which have sustained slightly higher turnover rates in the past fiscal year.
- Retirement rates did not fluctuate significantly throughout the past five years.
- Overall, UNC System turnover rates were lower than CUPA benchmark averages for the past five years.
- Next steps: A review of trends for those who remain employed and those who leave.



Human Resources Update Employee Turnover Rates

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