

## DRAFT MINUTES

**March 3, 2016**

Fayetteville State University  
Rudolph Jones Student Center  
Fayetteville, North Carolina

This regular meeting of the Committee on Personnel and Tenure was presided over by Chair G.A. Sywassink and the Secretary was in attendance.

The following committee members, constituting a quorum, were present: Chair Sywassink, Mr. Frank Grainger, Mr. Thom Goolsby, Mr. Steve Long, Mr. Temple Sloan, and Dr. Joan Templeton Perry.

The following other Board Members were present: Mr. Phil Byers, Ms. Hannah Gage, Mr. Henry Hinton, Mr. Joe Knott, Ms. Joan MacNeill, and Mr. Doyle Parrish.

Others present included: President Margaret Spellings, Chancellors, General Administration staff, and faculty/staff from the universities.

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### 1. Call to Order and Approval of Open Session Minutes

The Chair called the meeting to order at 9:30 a.m. on Thursday, March 3, 2016 and called for a motion to approve the open session minutes of January 15 and 21, 2016.

**MOTION:** Resolved, that the Committee on Personnel and Tenure approve the open session minutes of January 15 and 21, 2016 as distributed.

**Motion:** Dr. Templeton Perry

**Motion carried unanimously**

## **2. Academic Affairs Update**

Dr. Junius Gonzales briefly mentioned that the Vice President for Academic Programs and Instructional Strategy begins April 29, 2016. UNC General Administration will be hosting a Student Success Symposium on April 6, 2016.

## **3. Human Resources Update**

Mr. Matt Brody noted that the Annual Raise Process Summary Report will be provided to the Committee at the April meeting. He reminded the Committee that each institution had the ability to participate in the annual raise process and Chancellors had discretion on implementation within specified parameters.

## **4. Review and Approval of Proposed Salary Adjustments**

Chair Sywassink referred to the resolution included in the materials relating to the salary pre-authorization process. For the past several years, the University has operated under a legislative requirement that any salary increase at or over 10% of the June 30 salary had to be pre-approved by the Board of Governors, as delegated to the Committee on Personnel and Tenure. The General Assembly has removed the 10% cap and the proposed resolution recommends reverting to the prior threshold of 15% and \$10,000 for required Board pre-authorization that is outlined in Sections 200.6 and 600.3.4 of the UNC Policy Manual. The proposed resolution also directs the President to study appropriate policy changes with respect to appropriate further delegations of authority consistent with the resolution and to bring recommended changes back to the Board of Governors for consideration.

**MOTION:** Resolved, that the resolution on the review and approval of proposed salary adjustments be recommended to the full Board of Governors for approval.

**Motion:** Mr. Grainger

**Motion carried unanimously**

## **5. Executive and Administrative Authority of the President for Human Resources matters**

Chair Sywassink reminded the Committee of the ongoing review of the organizational structure of UNC General Administration conducted by the Boston Consulting Group. The resolution included in the materials is to provide delegated authority to the President to establish and set compensation ranges for SAAO Tier I positions within General Administration, in consultation with the Committee on Personnel and Tenure and, consistent with existing practice, also to establish the staff organization within UNC General Administration. This authority is important for the President to be able to act promptly in assuring that UNC General Administration is organized to properly serve our students, our constituent institutions, and the work on behalf of the Board. This additional authority will allow the

President to efficiently respond to the recommendations in the upcoming report from Boston Consulting Group but does not restrict her to accepting their recommendations.

**MOTION:** Resolved, that the resolution on the executive and administrative authority of the President for Human Resources matters be recommended to the full Board for approval.

**Motion:** Mr. Grainger

**Motion carried unanimously**

## **6. Faculty Salary Study**

Mr. Long, Dr. Gonzales, and Mr. Brody have been evaluating approaches to effectively analyze faculty salary competitiveness. The competitiveness of faculty and staff salaries both are one of the most important issues facing the University. Faculty market salaries can be challenging to quantify given the large number of disciplines, the fact that not all data sources account for every faculty discipline, and that not all peer institutions, including some UNC institutions, choose to participate in every salary survey. This will be an incremental effort in conducting this analysis and bringing results back to the Committee on Personnel and Tenure for information.

Dr. Gonzales reminded Committee members that the Faculty Recruitment and Retention Fund is also a key priority of the Board. This fund was created by the General Assembly and has been used to supplement salary of faculty members who are being recruited away. Eight million dollars in additional allocations have been made to the fund over several years but no additional allocations have been made since 2010. The fund has been utilized extensively by constituent institutions to retain high quality faculty but has reached the lowest levels in recent years.

Mr. Brody reminded the Committee that currently the Board has no formal authority over the terms and conditions for SHRA employees and that salary actions are restricted by State law and regulations as established by the General Assembly and the State Human Resources Commission. However, a request has been included in the budget priorities for funding to support potential market salary adjustments for SHRA employees when permitted under State compensation rules. Chancellor Everts and Chancellor Gilliam and Staff Assembly Chair Mr. Pernell Bartlett echoed the importance of this issue for both faculty and staff and their support of assuring market competitive pay for SHRA staff as well.

## **7. President's Delegated Personnel Actions Report (Pursuant to Policy 200.6)**

Dr. Gonzales noted the informational report provided to the Committee on delegated personnel actions pursuant to Policy 200.6.

**MOTION:** Resolved, that the Committee on Personnel and Tenure 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 to consider the qualifications, competence, performance, or condition of appointment of an employee, hear or investigate complaints or grievances by or against an employee pursuant to Chapter 143-318.11(a)(1) and (6) of the North Carolina General Statutes.

**Motion:** Dr. Templeton Perry

**Motion carried unanimously**

*The meeting moved into closed session.*

*(The complete minutes of the closed session are recorded in Appendix A)*

**MOTION:** Resolved, that the Committee on Committee on Personnel and Tenure return to open session.

**Motion:** Mr. Grainger

**Motion carried unanimously**

*The meeting resumed in open session.*

There being no further business, the meeting adjourned at 11:30 a.m.

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Mr. Frank Grainger, Secretary