



MEETING OF THE BOARD OF GOVERNORS
Committee on Personnel and Tenure

March 22, 2018 at 8:00 a.m.
University of North Carolina Wilmington
Burney Center, Ballroom C
Wilmington, North Carolina

AGENDA

OPEN SESSION

- A-1. Call to Order/Motion to Enter Closed SessionDoyle Parrish

CLOSED SESSION

- A-2. Approval of the Closed Session Minutes
of January 25, 2018.....Doyle Parrish
- A-3. EHRA Salary Pre-Authorizations Requiring Approval by the
Committee on Personnel and TenureMatthew Brody
- A-4. Informational Report: EHRA Salary Adjustment Pre-Authorizations
Delegated to the President or Her Designee.....Matthew Brody
- A-5. Informational Report: EHRA Salary Adjustment and New Position
Consultations with the Chairman of the Board and the Chair of the
Committee on Personnel and TenureMatthew Brody
- A-6. Executive Personnel Matters.....Matthew Brody
- A-7. 2018 Board of Governors Awards for Excellence in Teaching.....Junius Gonzales
- A-8. Faculty Appeals.....Doyle Parrish
a. Subcommittee Assignment.....Doyle Parrish
b. Faculty Subcommittee ReportLeo Daughtry

OPEN SESSION

- A-9. [Approval of the Minutes of January 25, 2018](#)Doyle Parrish
- A-10. Informational ReportsMatthew Brody
a. [New UNC System Office SAAO-I Appointments under
Delegated Authority to the President](#).....Matthew Brody
b. [Faculty Recruitment and Retention Fund Utilization under
Delegated Authority to the President](#).....Kimberly van Noort

- c. [Summary of EHRA Salary Adjustments and New Position Consultations with the Chair of the Board and the Chair of the Committee on Personnel and Tenure](#).....Matthew Brody
- A-11. Update on Equal Opportunity, Diversity, and Inclusion Workgroup.....Doyle Parrish
- A-12. General Updates.....Matthew Brody/Junius Gonzales
 - a. Chancellor Search Process Review.....Matthew Brody
 - b. Chancellor Searches at UNCA and WCUMatthew Brody
 - c. Update on System-Wide Employee Engagement SurveyMatthew Brody
 - d. Academic Affairs UpdateJunius Gonzales
- A-13. AdjournDoyle Parrish

DRAFT MINUTES

January 25, 2018
University of North Carolina System
Center for School Leadership Development, Room 128
Chapel Hill, North Carolina

This meeting of the Committee on Personnel and Tenure was presided over by Chair Doyle Parrish. The following committee members, constituting a quorum, were also present: Pearl Burris-Floyd, Leo Daughtry, Alexander Mitchell, Wendy Murphy, and Michael L. Williford.

Chancellors participating were Lindsay Bierman, Thomas Conway, Jr., and Randy Woodson. Dawn Brown, Chair of the UNC Staff Assembly, and Gabriel Lugo, Chair of the UNC Faculty Assembly, were also in attendance.

Staff members present included Matthew Brody, Joanna Carey Cleveland, Junius Gonzales, Kimberly van Noort, and others from the UNC System Office.

1. Call to Order and Approval of OPEN Session Minutes (Item A-1)

The chair called the meeting to order at 1:02 p.m. on Thursday, January 25, 2018, and called for a motion to approve the open session minutes of December 13, 2017, and December 15, 2017.

MOTION: Resolved, that the Committee on Personnel and Tenure approve the open session minutes of December 13, 2017, and December 15, 2017, as distributed.

Motion: Alexander Mitchell

Motion carried

2. Tutorial on Carnegie Classifications (Item A-2)

Dr. Dan Cohen-Vogel, Vice President, Data and Analytics, presented a brief tutorial on his Carnegie Classifications affect peer salary groupings in the UNC System.

3. University of North Carolina Study on Equal Opportunity, Diversity, and Inclusion (Item A-3)

Conduent HR Consulting provided the committee with a summary of the final study on equal opportunity and diversity and inclusion staffing, policies, programs, and structure as required by the Appropriations Act of 2017. Committee and Board members discussed the report and next steps.

MOTION: Resolved, that the Committee on Personnel and Tenure approve the University of North Carolina Study on Equal Opportunity, Diversity, and Inclusion and approve its submission to the General Assembly, and further include with the submission a stated intention to appoint a Board working group to review the study's recommendations and thereafter report back to the General Assembly after our May meeting on any additional recommendations or planned actions on these matters, and recommend it to the full Board of Governors for a vote.

Motion: Pearl Burris-Floyd

Motion carried

4. Informational Report: New UNC System Office Appointments under Delegated Authority to the President (Item A-4)

The committee received an informational report on personnel actions delegated to the president. There was no discussion.

5. Informational Report: Faculty Recruitment and Retention Fund Utilization under Delegated Authority to the President (Item A-5)

The committee received an informational report on the Faculty Recruitment & Retention Fund. There was no discussion.

6. Informational Report: UNC System Tenure Approvals under Delegated Authority to the President (Item A-6)

The committee received an informational report on UNC System tenure approvals. There was no discussion.

7. Summary Report: EHRA Salary Adjustment and New Position Consultations with the Chairman of the Board and the Chair of the Committee on Personnel and Tenure (Item A-7)

The committee reviewed a high-level summary report on recent actions reviewed by Chair Bisette and Chair Parrish under the salary and position Consultation Process.

8. Closed Session

MOTION: Resolved, that the Committee on Personnel and Tenure 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 [N.C.G.S. 143-318.11(a)(1)]; establish or instruct the staff or agents concerning the negotiations of the amount of compensation or other terms of an employment contract [N.C.G.S. 143-318.11(a)(5)]; and consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee [N.C.G.S. 143-318.11(a)(6)].

Motion: Wendy Murphy

Motion carried

THE MEETING MOVED INTO CLOSED SESSION.

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

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

Motion: Michael Williford

Motion carried

THE MEETING RESUMED IN OPEN SESSION.

9. General Updates (Item A-8)

Matthew Brody provided updates on System Human Resources matters, including an update on chancellor searches at Western Carolina University and University of North Carolina at Asheville, as well as an update on general changes to the chancellor search process. Junius Gonzales provided updates on System Office Academic Affairs matters, including the hiring of a new Vice President of Digital Learning.

There being no further business, the meeting adjourned at 2:46 p.m.

Wendy Murphy, Secretary

AGENDA ITEM

A-10a. Informational Report: New UNC System Office Appointments under
Delegated Authority to the President.....Matthew Brody

Situation: This is an informational report provided to the committee at each meeting pursuant to Section 200.6 of the UNC Policy Manual.

Background: Section 200.6 of the UNC Policy Manual delegates authority to the president to appoint and fix compensation of senior academic and administrative officers and other employees exempt from the State Human Resources Act serving within UNC General Administration.

Section 600.3.4 of the UNC Policy Manual delegates authority to the president to create senior academic and administrative officer positions (Tier I) within the System.

Assessment: This meeting's report includes the following:

UNC General Administration Appointments:

- One (1) personnel appointment which is non-state funded.
- One (3) personnel appointment which is state funded.

System SAAO-I Appointments

- NCSU—New Position—Vice Chancellor for External Affairs, Partnerships and Economic Development
- UNC-CH—Modified Position—Vice Chancellor for Finance and Administration
- UNC System Office—Reclassified Position—Associate Vice President of Data & Analytics.

Action: This item is for information only.



THE UNIVERSITY OF NORTH CAROLINA
PRESIDENT'S DELEGATED PERSONNEL ACTIONS REPORT

The following actions have been approved by the president pursuant to Section 200.6 and 600.3.4 of the UNC Policy Manual during the period of December 31, 2017 to February 23, 2018:

UNC System Office

Appointments

State-Funded Positions:

James Ptaszynski, Vice President for Digital Learning, \$260,000, January 22, 2018 (vacant position)

Keith Werner, Vice President for Information Technology and Chief Information Officer, \$230,000 (vacant position)

Eric Zwieg, IT Professional, \$87,000, January 25, 2018 (vacant position)

Non-State Funded Positions:

Kevin Lineberry, Associate Director for Higher Education Programs, NCSEAA, \$80,000, January 8, 2018 (vacant position)

New or Modified UNC System SAAO-I Positions or Appointments

NCSU:

New Position – Vice Chancellor for External Affairs, Partnerships and Economic Development. Budgeted salary of \$300,000 (state funded). Position will report directly to the Chancellor and serve as a member of his senior leadership team, and will help refine our relationships with the city, county, state and industry.

UNC-CH:

Modified Position – Vice Chancellor for Finance and Operations. Budgeted salary \$229,459 through \$458,917 (4% state funds, 96% non-state funds). Represents a title change to align with new division name.

UNC System Office

Reclassified Position – Associate Vice President for Data & Analytics. Budgeted salary \$86,099 through \$172,198 (100% non-state funds). Represents a reclassification from the SAAO-II position of Director of Data & Analytics. Position will now serve as operation deputy to Vice President in the Data & Analytics division.

AGENDA ITEM

A-10b. Informational Report: Faculty Recruitment and Retention Fund

Utilization under Delegated Authority to the President.....Kimberly van Noort

Situation: This is an informational report provided to the committee at each meeting pursuant to Section 200.6 of the UNC Policy Manual.

Background: Authority has been delegated to the president for approval of salary increases supported by the University of North Carolina Faculty Recruitment and Retention Fund.

Assessment: This month's report includes the following:

Faculty Retention and Recruitment Fund Expenditure:

- University of North Carolina at Asheville, one (1) approved request
- University of North Carolina at Chapel Hill, two (2) approved requests
- University of North Carolina at Charlotte, three (3) approved requests
- University of North Carolina at Greensboro, one (1) approve request
- University of North Carolina Wilmington, one (1) approved request

Remaining Balance of Fund

Note: Permanent adjustments to salary may be accomplished only with recurring funds. However, nonrecurring funds may be used for retention bonuses, research equipment and facilities, and other one-time inducements to counter outside offers. The remaining balances are:

\$310,000 in nonrecurring funds

\$400,579 for recurring funds

Action: This item is for discussion only.



THE UNIVERSITY OF NORTH CAROLINA
PRESIDENT'S DELEGATED FACULTY RECRUITMENT AND RETENTION FUND REPORT

University of North Carolina at Asheville

Ashley Moraguez, Assistant Professor in Political Science, \$15,000 from the Faculty Recruitment and Retention Fund and UNCA funding the cost of benefits
(\$76,270 **from** \$61,270 effective January 18, 2018)

University of North Carolina at Chapel Hill

Marc Lange, Theda Perdue Distinguished Professor and Chair in Philosophy, \$20,000 from the Faculty Recruitment and Retention Fund and UNC-CH funding a portion of the salary and the cost of benefits
(\$220,738 **from** \$190,738 effective February 21, 2018)

Jodi Magness, Kenan Distinguished Professor in Religious Studies, \$15,000 from the Faculty Recruitment and Retention Fund and UNC-CH funding a portion of the salary and the cost of benefits
(\$174,361 **from** \$144,361 effective February 21, 2018)

University of North Carolina at Charlotte

Robin Witt, Associate Professor in Theatre, \$20,000 from the Faculty Recruitment and Retention Fund and UNCC funding the cost of benefits
(\$89,531 **from** \$69,531 effective January 25, 2018)

Martha Eppes, Professor in Geography and Earth Sciences, \$17,649 from the Faculty Recruitment and Retention Fund and UNCC funding the cost of benefits
(\$110,000 **from** \$92,351 effective February 21, 2018)

Kyoung-Hee Kim, Associate Professor in Architecture, \$19,601 from the Faculty Recruitment and Retention Fund and UNCC funding the cost of benefits
(\$108,000 **from** \$88,399 effective February 21, 2018)

University of North Carolina at Greensboro

Erika Boysen, Assistant Professor in Music, \$6,037 from the Faculty Recruitment and Retention Fund and UNCG funding the cost of benefits
(\$66,920 **from** \$60,883 effective February 20, 2018)

University of North Carolina at Wilmington

Beth Staples, Lecturer and Assistant Director, Publishing Lab in Creative Writing, \$11,636 from the Faculty Recruitment and Retention Fund and UNCW funding the cost of benefits
(\$64,428 **from** \$52,792 effective January 30, 2018)

AGENDA ITEM

A-10c. Summary of EHRA Salary Adjustments and New Position Consultations
with the Chairman of the Board and the Chair of the
Committee on Personnel and Tenure Matthew Brody

Situation: Section 35.24 of the Current Operations Appropriations Act of 2017 established a requirement that, as of July 1, 2017, the Board of Governors monitor certain human resource transactions and be consulted prior to those actions taking effect.

Background: Consistent with the authority delegated to the president, and as required by G.S. 116-17.3, the UNC System Office Human Resources Division shall pre-review and submit for Board of Governors' reporting and consultation any proposed salary actions as follows:

- Where either the June 30 or newly proposed total annual compensation for the employee is \$100,000 or greater, and where the newly proposed total annual compensation for the employee is 5% or greater of the June 30 total annual compensation.
- Any new position when the position budget is \$70,000 or greater.

Assessment: The monitoring and consultation with the Board of Governors shall consist of a regular report shared electronically with the Chair of the Board of Governors and the Chair of the Committee on Personnel and Tenure, which is copied to the President. The Chair of the Board of Governors and the Chair of the Committee on Personnel and Tenure shall flag any proposed actions for more detailed review and consultation with the Vice President for Human Resources. The results of their review and consultation will be reported in detail to the committee at the following meeting, and then summarized in a report for the larger Board.

The attached summary report, for the Board, covers items reviewed under this process since the last committee meeting. The summary report is broken into two sections, representing statistics on salary increase and new position requests. Metrics include total counts, average percentages, campus breakdown, as well as a comparison to the overall group populations.

Action: This item is for information only.

BOG Salary and Position Consultation: Summary Sheet
January 1, 2018 through February 15, 2018

Salary Consultation

Required on any salary increase that is 5% or greater on a proposed salary of \$100,000 or greater.

Total Salary Increases by Employee Type	Increases This Period	Total Employees	Percent of Total
EHRA Non-Faculty	61	9,335	0.65%
Faculty	58	13,516	0.43%
TOTAL	119	22,851	0.52%

Category of Salary Approval	Increases This Period	Average % Increase from Current Salary
Promotion from National Recruitment: <i>Selected for externally recruited job vacancy</i>	11	66.96%*
Promotion from Campus-Only Posting or EHRA Waiver: <i>Selected for internally recruited job vacancy, Faculty Rank Promotion, or was issued an EHRA Waiver</i>	11	8.03%
Retention: <i>Proven recruitment activity from another employer</i>	11	17.65%
Additional Duties: <i>Reclassification of job or permanent additional duties</i>	22	9.00%
Temporary Additional Duties: <i>Temporary Increase in Job Duties or Responsibilities</i>	27	24.48%
Market or Equity Increase: <i>Bringing salary in line with existing range or peer employees.</i>	17	8.39%
Other: <i>Distinguished faculty award</i>	20	7.12%
Total	119	12.45%

*Average includes two Faculty members moving from a temporary teaching assignment to a permanent teaching assignment, which contributed to the unusually high percentage. The average percent increase for external recruitments otherwise is 25.29%.

Total Salary Increases By Campus (By Size of Campus)	Increases This Period
UNC-CH	44
NCSU	34
ECU	11
UNCC	8
ASU	6
WCCU	6
UNCA	2
NCCU	2
NC A&T	2
WSSU	1
UNCG	1
UNCW	1
UNC System Office	1
TOTAL	119

Position Consultation

Required on any new position with a budgeted salary of \$70,000 or greater.

Total New Positions Created	
New EHRA Non-Faculty Positions	26
New EHRA Faculty Positions	33
New SHRA Positions	4
New Non-Permanent Positions	1
TOTAL	64