

May 24, 2023 at 2:30 p.m.
Via Videoconference and PBS North Carolina Livestream
UNC System Office
223 S. West Street, Room 1809 (18th Floor)
Raleigh, North Carolina

AGENDA

OPEN SESSION

- A-1. Approval of the Open Session Minutes of April 19, 2023..... Carolyn Coward
- A-2. Informational Reports
 - a. Faculty Recruitment and Retention Fund Utilization Under Delegated Authority to the President..... David English
 - b. President's Delegated Faculty Promotion and Tenure Conferral Report David English
 - c. New University of North Carolina System Office and SAAO-I Appointments Under Delegated Authority to the President..... Darryl Bass
- A-3. General Updates for the CommitteeDarryl Bass and David English
- A-4. Delegation of Authority to the President to Issue Instructions for SHRA and EHRA Annual Raise Process (ARP) Darryl Bass

CLOSED SESSION

- A-5. Approval of the Closed Session Minutes of April 19, 2023..... Carolyn Coward
- A-6. Informational Report: EHRA Salary Adjustment Pre-Authorizations Delegated to the President or His Designee Darryl Bass

OPEN SESSION

- A-7. 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

April 19, 2023 at 1:30 p.m.
Via Videoconference and PBS North Carolina Livestream
University of North Carolina at Pembroke
James A. Thomas Building, Room 225-226
Pembroke, 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: Mark Holton, Sonja Nichols, Lee Barnes, Pearl Burris-Floyd, and John Fraley.

Chancellors participating were Johnson Akinleye, Kevin Guskiewicz, and Harold Martin. Crystal Woods, chair of the UNC Staff Assembly, and Wade Maki, chair of the UNC Faculty Assembly, were also in attendance.

Staff members present included Darryl Bass, 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 1:30 p.m. on Wednesday, April 19, 2023, 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 chair called for a motion to approve the open session minutes of February 22, 2023.

MOTION: Resolved, that the Committee on University Personnel approve the open session minutes of February 22, 2023, as distributed.

Motion: Pearl Burris-Floyd
Motion carried

2. Informational Reports (Item A-2)

The committee received informational reports on new UNC System Office SAAO-I appointments under delegated authority to the president, faculty promotions and tenure conferrals under delegated authority to the president, and faculty recruitment and retention fund utilization under delegated authority to the president.

3. General Updates for the Committee (Item A-3)

There were no general updates for the committee.

4. Report on Human Resources Turnover Metrics (Item A-4)

The committee received a presentation on turnover metrics for faculty across the University of North Carolina System. Faculty turnover has remained below the College and University Personnel Association for Human Resources benchmarks from fiscal year 2018 through fiscal year 2022. As of the fall, turnover rates for faculty have returned to pre-pandemic rates.

5. Proposed Revisions to The Code and Chapter 100 of the UNC Policy Manual (Item A-5)

The committee reviewed proposed changes to *The Code* and Chapter 100 of the UNC Policy Manual as part of a Systemwide policy review effort.

MOTION: Resolved, that the Committee on University Personnel approve the proposed changes to *The Code* and Chapter 100 of the UNC Policy Manual and submit the revisions to *The Code* to the full Board of Governors for a vote at the May meeting of the Board and the changes to the UNC Policy Manual to be voted on through the May consent agenda.

Motion: Sonja Nichols

Motion carried

6. 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 [N.C.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 [N.C.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 [N.C.G.S. 143- 318.11(a)(6)].

Motion: Mark Holton

Motion carried

THE MEETING MOVED INTO CLOSED SESSION AT 1:46 PM

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

THE MEETING RESUMED IN OPEN SESSION AT 1:58 p.m.

There being no further business and without objection, the meeting adjourned at 1:58 p.m.

Sonja Nichols, Secretary

AGENDA ITEM

A-2a. Informational Report: Faculty Recruitment and Retention Fund
Utilization Under Delegated Authority to the President..... David English

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 Expenditures:

- North Carolina Agricultural and Technical State University, two approved requests
- University of North Carolina at Chapel Hill, two approved requests
- University of North Carolina at Charlotte, two approved requests
- University of North Carolina at Greensboro, four approved requests

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:

\$0 in nonrecurring funds
\$4,386,199 in recurring funds

Action: This item is for information only.



Report: Faculty Recruitment and Retention Fund Utilization Under the Delegated Authority to the President

North Carolina Agricultural and Technical State University

Hyoshin Park, assistant professor in the Department of Computational Science and Engineering, \$4,388 from the Faculty Recruitment and Retention Fund with North Carolina A&T State University funding the cost of benefits

(\$95,001 **from** \$90,613 effective April 10, 2023)

Kristen Rhinehardt, assistant professor in the Department of Computational Science and Engineering, \$4,004 from the Faculty Recruitment and Retention Fund with North Carolina A&T State University funding the cost of benefits

(\$95,000 **from** \$90,996 effective April 10, 2023)

University of North Carolina at Chapel Hill

Jessica Cohen, associate professor in the Department of Psychology and Neuroscience, \$10,255 from the Faculty Recruitment and Retention Fund with UNC-Chapel Hill funding the cost of benefits

(\$115,000 **from** \$104,745 effective April 14, 2023)

Santiago Olivella, associate professor in the Department of Political Science, \$20,000 from the Faculty Recruitment and Retention Fund with UNC-Chapel Hill funding the cost of benefits

(\$136,045 **from** \$116,045 effective April 21, 2023)

University of North Carolina at Charlotte

Min Jiang, professor in the Department of Communication Studies, \$27,624 from the Faculty Recruitment and Retention Fund with UNC Charlotte funding the cost of benefits

(\$130,000 **from** \$102,376 effective April 11, 2023)

John Emerling, professor in the Department of Art and Art History, \$18,000 from the Faculty Recruitment and Retention Fund with UNC Charlotte funding the cost of benefits

(\$110,595 **from** \$82,595 effective April 28, 2023)

University of North Carolina at Greensboro

Garrett Klein, assistant professor in the Department of Music, \$7,289 from the Faculty Recruitment and Retention Fund with \$6,000 going toward salary and \$1,289 toward funding the cost of benefits, with UNC Greensboro funding any remaining cost of benefits

(\$69,653 **from** \$63,653 effective April 10, 2023)

Natalie Sowell, associate professor in the Department of Theatre, \$10,934 from the Faculty Recruitment and Retention Fund with \$9,000 going toward salary and \$1,934 toward funding the cost of benefits, with UNC Greensboro funding any remaining cost of benefits

(\$120,392 **from** \$111,392 effective April 13, 2023)

Janine Jones, associate professor in the Department of Philosophy, \$4,489 from the Faculty Recruitment and Retention Fund with \$3,695 going toward salary and \$794 toward funding the cost of benefits, with UNC Greensboro funding any remaining cost of benefits
(\$83,000 from \$79,305 effective April 19, 2023)

Daniel Castro Pantoja, assistant professor in the Department of Visual and Performing Arts, \$4,859 from the Faculty Recruitment and Retention Fund with \$4,000 going toward salary and \$859 toward funding the cost of benefits, with UNC Greensboro funding any remaining cost of benefits
(\$67,000 from \$63,000 effective April 20, 2023)

AGENDA ITEM

A-2b. Informational Report: President's Delegated Faculty Promotion
and Tenure Conferral Report David English

Situation: This is an informational report provided to the committee.

Background: Authority has been delegated to the president to approve faculty promotions and confer tenure for institutions without management flexibility.

Assessment: This meeting's report includes the following:

Faculty Promotion and Tenure Conferrals at Fayetteville State University:

- Five tenure conferrals

Action: This item is for information only.



President's Delegated Faculty Promotion and Tenure Conferral Report

Actions effective 4/21/2023

Fayetteville State University

Tenure Conferrals

- Danielle Graham, associate professor, biological & forensic sciences
- Bradley Mills, associate professor, early childhood, elementary, middle grades, reading and special education
- Joshua Murray, associate professor, English
- Trung Tran, associate professor, intelligence studies, geospatial science, political science, and history
- Jiazheng Yuan, associate professor, biological forensics

AGENDA ITEM

A-2c. Informational Report: New University of North Carolina System Office and SAAO-I
Appointments Under Delegated Authority to the PresidentDarryl Bass

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 the compensation of senior academic and administrative officers and other employees exempt from the State Human Resources Act serving at the UNC System Office.

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 System Office Appointments:

- Two personnel appointments that are state funded
- One personnel appointment that is state and non-state funded
- Two personnel appointments that are non-state funded

System SAAO-I Appointments

- Four SAAO-I position reclassifications

Action: This item is for information only.



President's Delegated Personnel Actions Report

The following actions have been approved by the president pursuant to Section 200.6 of the UNC Policy Manual during the period of April 1, 2023, to May 8, 2023.

University of North Carolina System Office

Appointments

State Funds:

- Jeffrey Strope, applications developer, May 3, 2023, \$95,000 vacant position
- Cassandra Jones, business officer, April 24, 2023, \$80,000 new position

State & Non-State Funds:

- Chloe Gossage, director of budget, May 8, 2023, \$127,000, vacant position

Non-State Funds:

- Mohammed Ali, oracle database administrator, April 17, 2023, \$99,931 vacant position
- Leah Fell, PBSNC chief development officer, April 17, 2023, \$185,000, vacant position

UNC System Institutions

New or Modified UNC System SAAO-I Positions or Appointments

Elizabeth City State University

Reclassification from SAAO-I (vice chancellor of student affairs) to SAAO-I (vice chancellor of student affairs and university advancement).

UNC System Office

Reclassification from SAAO-II (director of community college partnerships & adult learner initiatives) to SAAO-I (assistant vice president for transfer student success and partnerships).

Reclassification from SAAO-I (associate vice president for media relations) to SAAO-I (senior advisor for communications).

University of North Carolina School of the Arts

Reclassification from SAAO-I (vice provost and dean of student affairs) to SAAO-I (vice provost of student affairs).

AGENDA ITEM

A-3. General Updates for the Committee..... Darryl Bass and David English

- Situation:** The committee will hear updates on recent academic affairs and human resources activities.
- Background:** The Committee on University Personnel reviews and makes recommendations to the University of North Carolina Board of Governors on issues supporting faculty, personnel, academic affairs, and human resources matters under the jurisdiction of the Board. The human resources and academic affairs departments provide updates to the committee at every meeting on both annual and ad hoc work, including HR-related efforts during the pandemic, the review of tenured faculty, and annual salary guidance related to any legislatively supported salary raise process.
- Assessment:** Information will be provided to the committee on recent updates in academic affairs and human resources at the University of North Carolina System Office and across the 17 institutions.
- Action:** This item is for information only.

AGENDA ITEM

- A-4. Delegation of Authority to the President to Issue Instructions for SHRA
and EHRA Annual Raise Process (ARP) Darryl Bass

Situation:	The Appropriations Act of 2023 ("The Act") is anticipated to provide some form of compensation increases for faculty and other University employees exempt from the North Carolina Human Resources Act ("EHRA non-faculty employees"), as well as for employees subject to the North Carolina Human Resources Act ("SHRA employees"). To ensure the timely and efficient implementation of annual compensation increases after The Act becomes law, the University of North Carolina Board of Governors is being asked to delegate authority to the president to develop and issue detailed instructions for an ARP to the UNC System Office and the constituent institutions in accordance with the parameters of the attached resolution.
Background:	The ARP instructions issued by the president shall include detailed criteria, as are customarily developed each year by the System Office. For EHRA employees, this may include an across-the-board increase at the president's discretion — not to exceed the percentage increase appropriated by The Act — as well as any supplementary increases, either recurring or in the form of a one-time payment, using pre-existing appropriated or non-appropriated funds of the University. If permitted by The Act, any supplementary increases for SHRA employees beyond any across-the-board increase, whether recurring or in the form of a one-time payment, shall be determined based on meritorious performance, labor market, and/or equity. Any compensation adjustments that fall outside of the scope of the ARP process shall still receive the regular required approvals of the president and/or the Committee on University Personnel, as set forth in policy.
Assessment:	The attached resolution, titled "Implementation of Fiscal Year 2023-24 Compensation Adjustments for Employees Pursuant to the Appropriations Act of 2023 and the University's Annual Raise Process," formalizes this guidance in writing.
Action:	This item requires a vote by the committee and a vote by the full Board of Governors.



RESOLUTION OF THE BOARD OF GOVERNORS OF THE UNIVERSITY OF NORTH CAROLINA
Implementation of Fiscal Year 2023-24 Compensation Adjustments for Employees Pursuant to the
Appropriations Act of 2023 and the University's Annual Raise Process
May 25, 2023

The Appropriations Act of 2023 ("The Act") is anticipated to provide for some form of compensation increases for University faculty and staff employees, including those both exempt from the North Carolina Human Resources Act ("EHRA non-faculty employees") and those subject to the North Carolina Human Resources Act ("SHRA employees"). The Act typically instructs the Director of the State Budget to transfer funds for annual legislative compensation increases for university employees to the Board of Governors of the University of North Carolina. The University will then conduct an annual raise process ("ARP") for employees, with guidelines approved and issued by the president, consistent with provisions of the Act.

To ensure the timely and efficient implementation of annual legislative compensation increases after The Act becomes law, the Board of Governors hereby delegates to the president the authority to develop and issue detailed instructions for an ARP to the University of North Carolina System Office and the constituent institutions upon allocation of funds to the Board of Governors pursuant to The Act.

The ARP instructions issued by the president shall include detailed criteria, as are customarily developed each year by the System Office. For EHRA employees, this may include an across-the-board increase at the president's discretion not to exceed the percentage increase appropriated by The Act as well as any supplementary increase, either recurring or in the form of a one-time payment, using existing appropriated or non-appropriated funds of the System Office and the constituent institutions. Any supplementary increases shall primarily be based on demonstrated meritorious performance, with labor market and/or equity as permissible secondary factors. If permitted by The Act, any supplementary increases for SHRA employees beyond any across-the-board amounts, whether recurring or in the form of a one-time payment, shall also be determined based on meritorious performance, with labor market and/or equity as permissible secondary factors. Any amount of increase beyond that which is appropriated in The Act must be funded entirely by existing funding sources that permit such an expenditure.

This Resolution shall satisfy any requirement for pre-approval with the Committee on University Personnel with respect to Fiscal Year 2023-24 ARP actions within the parameters set forth in this resolution. This Resolution shall not apply to salary adjustments for the chancellors or the president not otherwise provided for as the standard legislative increase in the Appropriations Act.

Further, compensation adjustments that fall outside of the scope of the ARP process shall still receive the regular required approvals of the president and/or the Committee on University Personnel, as set forth in policy.

BE IT SO RESOLVED.

_____, 2023

APPROVED BY THE BOARD OF GOVERNORS OF
THE UNIVERSITY OF NORTH CAROLINA SYSTEM

By: _____

Meredith R. McCullen
Secretary of the University

(Seal)