

TRANSMITTAL LETTER

**Transmittal Number 158
February 28, 2025**

Policy Manual Number	Title	Action
200.4	Assessment Process for the Chief Executive and Governing Board of The University of North Carolina	Amended 2/27/25 <i>Redline version attached</i>
200.6	Policy on Delegation of Authority to the President	Amended 2/27/25 <i>Redline version attached</i>
700.4.4	Policy on Campus Gatherings & Related Student Conduct Matters	Adopted 2/27/25

The actions taken on the above Policies were reviewed and approved by the Board of Governors for inclusion in the UNC Policy Manual following the February 2025 Board of Governors meetings.

The entire UNC Policy Manual is accessible at: <https://www.northcarolina.edu/apps/policy/index.php>

Assessment Process for the Chief Executive and Governing Boards of the University of North Carolina

Background

~~In 1996 the Board of Governors adopted an assessment process for chief executives and governing boards of the University. This revision of the assessment policy retains the philosophy that the assessment process should include the Board of Governors and the President as well as the institutional Boards of Trustees and the chancellors. This comprehensive assessment provides an opportunity for the Board of Governors to assess its own work as well as the performance of the President and for the institutional Boards of Trustees to comment to the President about their respective chancellor's performance as well as to review their own progress.~~

~~The objectives of these assessment processes are to build and sustain effective relationships within the University's constituents, to promote consensus building and develop group strength, and to develop strategic directions for achieving the mission of the University and the mission of each constituent institution. Regular and systematic assessments, if conducted properly, will enable the governing boards and the chief executives to fulfill more effectively their respective roles and responsibilities. This process affords the trustees an opportunity to provide information to the President regarding their respective chancellors. Also, this process provides a method for monitoring any potential problems that may require attention.~~

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I. Purpose

Since 2020, the Board of Governors has taken a qualitative and quantitative approach to pPresidential compensation and performance assessment. In parallel, the Board of Governors delegated to the president (via Policy 200.6) the authority to develop a Chancellors' Incentive Compensation program. These changes have created an opportunity to align Policy 200.4 with updated policies and practices.

II. Board of Governors

The Board of Governors should perform a self-assessment every four years, at a time to be determined by the chairperson of the Board of Governors, after consultation with the pPresident. -The Board of Governors should review the most recent ~~long range planning document~~strategic plan for the University when they begin the assessment process and shall review the goals achieved, the goals unmet, and the goals that need modification. -Assessment tools such as those developed ~~for the University of North Carolina in collaboration with~~by the Association of Governing Boards (AGB) ~~Self Study Criteria~~ can be especially helpful in facilitating the goals of the assessment process.- The Board of Governors should also review their previous self-assessment summaries. The Chairperson may appoint a committee and may retain an outside consultant to guide the Board in its self-assessment process.

III. Board of Trustees

The Board of Trustees of each constituent institution will conduct a self-assessment every four years, at a time determined by the Chairperson of the Board of Trustees, after consultation with the chancellor and the pPresident. -The Board of Trustees should review the most recent institutional ~~long-range planning document strategic plan~~ and the most recent ~~long-range strategic~~ plan for the University adopted by the Board of Governors. - After reviewing the goals achieved, the goals unmet, and the goals that need modification, the Board of Trustees will conduct a self-assessment. -A review of these plans should provide the framework for the assessment. -Assessment tools such as those developed ~~for the University of North Carolina in collaboration with~~ by the Association of Governing Boards (AGB) *Self Study Criteria for a Single Campus* can be especially helpful in facilitating the goals of the assessment process. The Board of Trustees should also review their previous self-assessment summaries and may find the use of a consultant especially helpful. -The chancellor and board chairperson shall submit a summary report to the pPresident and the Board of Governors at the conclusion of the assessment. -This report will provide a basis for improving ~~the biennial new~~ trustee orientation, the trustee conference held in the fall of odd-numbered years, and other programs of continuing education for trustees.

~~III~~IV. The President

A. The objective of the performance reviews of the pPresident is to promote good communication and build strong working relationships between the pPresident, the Board of Governors, and the constituent organizations of The University. - It is desirable for the Board of Governors to give informal feedback to the pPresident on an ongoing basis. -The more formal assessment of the pPresident is designed to provide focused feedback and the opportunity for professional reflection and development. The performance reviews will be performed in accordance with criteria described below:

1. ~~B. The pPresident shall be assessed annually based on quantitative and qualitative criteria.~~ Every year, the pPresident will provide the Board of Governors with a report assessing goals and accomplishments, and the Board will review the performance of the pPresident. ~~UNC System staff shall also provide the Board with a summary of quantitative measures of performance including, but not limited to, those included in the pPresident's employment terms approved by the Board.~~ An assessment committee, consisting of the officers of the Board and the chairs of the Board's standing committees, will review the report with the pPresident and may prepare a written response, which would be placed in the pPresident's personnel file along with the pPresident's report.

~~2. Every fourth year the annual review for that year will be replaced by a comprehensive assessment that will include the Board, campus chancellors and heads of other University constituent organizations, University officers and staff, faculty, students and other internal and external constituencies. An assessment committee of the Board of Governors in consultation with the President will retain an outside consultant to guide the process, to gather written feedback from the Board, to conduct confidential interviews and to assist the committee in the preparation of a report. The final report along with any response from the President and the President's report on goals and accomplishments would be placed in the President's personnel file.~~

~~IV~~V. The Chancellors

A. The objective of the performance reviews of a chancellor is to promote good communication and build strong working relationships between the chancellor and the pPresident, the Board of Trustees, and the campus constituents. - The assessment of chancellors is designed to provide each chancellor with feedback from each of these and to provide the chancellor with the opportunity for professional reflection and development. -The performance reviews of the chancellors will be conducted in accordance with criteria and procedures determined by the pPresident on the following schedule:

~~1B.~~ Every year, the chancellor will provide the pPresident with a report assessing goals and accomplishments, a copy of which may be provided to the Board of Trustees. -The pPresident will also review the performance of the chancellor- on quantitative measures including, but not limited to, those in the Chancellors' Incentive Compensation program. The chancellor's report and any written response from the pPresident will be placed in the chancellor's personnel file.

~~2. In the second spring after the appointment of the chancellor, and every four years thereafter, the Board of Trustees will review the performance of the chancellor. An assessment committee of the Board of Trustees will ask each trustee to fill out a questionnaire developed by the President's office. The results will be shared with the President and reviewed in a meeting of the chancellor, the chair of the Board of Trustees and the President.~~

~~3. In the fourth spring after the chancellor's appointment, and every four years thereafter, the President and the Board of Trustees will conduct a comprehensive review of the chancellor's performance that will include major campus constituencies such as faculty, students, and staff. The chairperson of the Board of Trustees will appoint an assessment committee. The Chairperson of the Board of Governors may appoint a member of the Governance Committee or another member of the Board of Governors to participate in the assessment. The assessment committee in consultation with the chancellor and the President may retain an outside consultant to guide the process, to gather written feedback from the Board, to conduct confidential interviews and to assist the committee in the preparation of a report. The final report along with any response from the chancellor and the President and will be placed in the chancellor's personnel file.~~

~~For chancellors appointed prior to 2001 who have had a review by the Board of Trustees under the previous assessment policy, the reviews designated in paragraphs 2 and 3 above will be conducted in the spring of years in accordance with the existing biennial and quadrennial schedule.VI. Other Matters~~

A. Effective Date. The requirements of this policy shall be effective on the date of adoption by the Board of Governors.

B. Relation to Federal Law. The foregoing policies as adopted by the Board of Governors are meant to supplement, and do not purport to supplant or modify, the requirements of federal and state law and existing university policy.

C. Regulations and Directives. The president is authorized to promulgate regulations and administrative memoranda to aid in the implementation of this Policy.

Adopted 11/13/06

Amended 06/08/07

Amended 04/08/11

Amended 08/10/12

Amended 10/11/12

Amended 07/29/16

Amended 10/14/16

Amended 05/22/19

Amended 11/19/20

Amended 05/27/21

Technical Corrections 09/22/21

Technical Correction 01/13/22

Amended 04/07/22

Amended 11/17/22

Amended 01/25/24

Amended / / 25

Policy on Delegation of Authority to the President

I. Pursuant to N.C.G.S. § 116-11(13) (G.S.), and other North Carolina law as referenced herein, and notwithstanding *The Code* or any other Board of Governors policy,ⁱ the Board of Governors delegates the following authorities to the president of the University of North Carolina (UNC) System:

A. Human Resources

1. Authority to establish and administer a human resources program for employees exempt from the North Carolina Human Resources Act.ⁱⁱ

a. “Human resources program” shall include such personnel actions related to the establishment of positions and the administration of salary ranges; recruitment, appointments, salaries, base-salary adjustments, and temporary salary adjustments; promotion and tenure; leave programs; performance management; non-faculty discontinuation, discipline, and discharge; and non-faculty grievance and appeals processes.ⁱⁱⁱ

b. The president may approve management flexibility plans for special responsibility constituent institutions and may delegate limited authority for human resources actions to constituent institutions that are not authorized as special responsibility constituent institutions.^{iv}

c. Notwithstanding the above provisions, unless otherwise delegated:

(1) The Board of Governors shall retain authority over the appointments, compensation, and salary adjustments for: the president; the chancellors of the constituent institutions, except as provided in paragraph F. and paragraph H. of this policy; the chief executive officer of the UNC Health Care System; and the chief executive officer of the UNC Center for Public Media.^v

(2) The Board of Governors shall retain authority over certain contract terms for athletic directors and head coaches of the constituent institutions.^{vi}

(3) The Board of Governors shall retain authority over non-promotional^{vii} salary increases for Senior Academic and Administrative Officers of the constituent institutions that both exceed 10 percent of the June 30 base salary as of the most recent fiscal year and exceed the 75th percentile of the applicable salary range.

(4) The president shall consult with the Board's Committee on University Personnel on appointments, compensation, and salary adjustments for the senior officers of the UNC System Office who report directly to the president.

(5) The president shall consult with the chair of the Committee on University Personnel and may then approve an emergency retention salary increase for a Senior Academic and Administrative Officer of the constituent institutions in lieu of any required pre-approval by the Committee as set forth in section I.A.1.C. of this policy when necessary to avoid loss of any key senior officer to an external offer of employment. The details of such an action shall be reported to the committee at its next regularly scheduled meeting.

d. Based on demonstrated institutional need and research activity, the president may authorize constituent institutions with special authority to directly create and/or modify Exempt Professional Staff (EPS) positions in accordance with UNC System Office classification procedures and guidelines. All such positions must fall within salary ranges established by the UNC System Office.

e. All other approvals for human resources actions are delegated to the President, who may further delegate actions to the boards of trustees for the constituent institutions or the boards of trustees may further delegate such actions to the chancellors as provided in Section 600.3.4 of the UNC Policy Manual.

2. Authority to approve all actions relating to the administration of the Optional Retirement Program^{viii} and the Phased Retirement Program.^{ix}

3. The president shall report in writing on actions taken under the authority of these delegations to the appropriate committee of the Board of Governors no less than annually, or as otherwise requested by the chair of the Board of Governors or the chair of the Committee on University Personnel.

B. Governance

1. The authority to approve the initiation of a lawsuit in the name of the University, a constituent institution or an affiliated institution if the action is for monetary relief and the amount in controversy is less than \$250,000.^x

2. The authority to approve the initiation of a lawsuit in the name of the University, a constituent institution or an affiliated institution if the action is a small claims action as provided in G.S. 7A-210.^{xi}

3. The authority to settle potential or pending litigation by or against a constituent or affiliated institution, or the University of North Carolina System, if the settlement is for monetary relief and the amount the University is to pay pursuant to the settlement is less than \$250,000 or, if the University is to receive a payment, the amount the University claimed is less than \$250,000.^{xii}

4. Authority to approve the political activities of employees of the UNC System who are candidates for or serving in public office.^{xiii}

C. Reports. The authority to approve and submit any report the UNC System or the Board of Governors is required to submit to the General Assembly, the State Board of Education, or any other state or federal agency or officer.

D. Real Property and Capital Improvement Projects

1. The power to authorize acquisition or disposition of the following interests in real property without obtaining approval of the Board of Governors, subject to any necessary approvals from state officials and agencies:

a. Any interest in real property, other than a leasehold, with a value less than \$750,000; and

b. A leasehold interest in real property with annual value less than \$750,000 and a term of not more than 10 years.

The president's authority may be exercised on behalf of the UNC System Office, affiliated entities, or the constituent institutions in the president's discretion.^{xiv}

2. Authority to approve capital improvement projects funded entirely with non-General Fund or non-State Capital and Infrastructure Fund money^{xv} that are projected to cost less than \$750,000.^{xvi}

3. Authority to approve advance planning of capital improvement projects, where the advance planning effort is to be funded entirely with non-General Fund or non-State Capital and Infrastructure Fund money.

4. Authority to administer and execute design and construction contracts for capital improvement projects, requiring the estimated expenditure of public money of \$4,000,000 or less. This authority may be exercised on behalf of the UNC System Office, affiliates, or the constituent institutions at the president's discretion.^{xvii}

5. Authority to approve an increase of up to 10 percent of the cumulative value of an originally awarded construction contract for a System Office, affiliate, or constituent institution capital improvement project previously authorized by the Board of Governors.^{xviii}

6. After the long-term financing of a capital improvement project has been approved in accordance with statutory requirements, the president may approve interim financing or bank loans as a means of short-term financing. The president shall report any such actions to the Committee on Budget and Finance at its next meeting.^{xix}

E. Institutional Trust Funds. Authority to delegate to the chancellors management of institutional trust funds.^{xx}

F. Chancellors' Incentive Compensation Program

1. Authority to establish and implement an incentive compensation program to provide the president an opportunity to award performance-based compensation to the chancellors.

2. Authority to grant performance-based compensation awards to the chancellors as provided under the incentive compensation program. Awards granted under this authority shall be one-time payments per year, cannot exceed 20 percent of the chancellor's base salary, and are the responsibility of the constituent institution to fund. Chancellors cannot simultaneously participate in both incentive compensation programs, identified in this paragraph F. and separately in paragraph H. of this policy. Notwithstanding the foregoing, the Board of Governors retains the authority for the appointment of all chancellors and the approval of their initial terms of employment, and when considering the appointment of any chancellor, the Board of Governors shall be presented with a term sheet outlining the initial terms of employment for the appointment of that chancellor. Constituent institutions shall identify funds available for this program prior to the president making award decisions for the performance year.

3. Authority to modify the incentive compensation program as necessary to maintain alignment between performance goals established by the Board of Governors for the president and those established by the president for the chancellors.

G. Campus Safety and Security. The authority to undertake measures to enhance the safety and security of the University of North Carolina and the constituent institutions. This authority is in addition to that delegated to the president pursuant to Section 1300.7 of the UNC Policy Manual. As provided in Section XV of Appendix I of *The Code*, chancellors are responsible for the maintenance of campus security of their respective constituent institutions subject to applicable provisions of state law and such policies as may be adopted by the Board of Governors or the board of trustees.

H. Enhanced Executive Incentive Compensation Program

1. Authority to establish and implement an enhanced executive incentive compensation program to provide the president an opportunity to award performance-based compensation to chancellors and other Ssenior Aacademic and Aadministrative Oofficers, both at the UNC System Office and the constituent institutions. Notwithstanding the foregoing, the Board of Governors retains the authority for the appointment of all chancellors and the approval of their initial terms of employment, and when considering the appointment of any chancellor, the Board of Governors

shall be presented with a term sheet outlining the initial terms of employment for the appointment of that chancellor.

2. Authority to grant performance-based compensation awards to chancellors and Senior Academic and Administrative Officers under the enhanced executive incentive compensation program authorized under this section. Awards granted under this authority shall be determined annually, cannot exceed the chancellor or Senior Academic and/or Administrative Officer's base salary, and are the responsibility of the employing institution to fund. Eligible employees cannot simultaneously participate in both incentive compensation programs, identified in paragraph F. and paragraph H. of this policy. Providing an opportunity for an eligible employee to participate in either of the incentive compensation programs is within the president's sole discretion. Eligible employees cannot participate in this enhanced executive incentive compensation program and, separately, receive any performance-based bonus compensation awarded pursuant to UNC Policy and regulations on Non-Salary and Deferred Compensation, under 300.2.14, for performance during the same performance period. Chancellors and Senior Academic and Administrative Officers becoming eligible for awards under this section shall receive an adjustment in base salary consistent with an emphasis on enhanced executive incentive compensation over base salary. Constituent institutions may not use any general fund appropriations, tuition, or student fees to fund any chancellor performance award under this subsection. Constituent institutions shall identify funds available for this program prior to the president making award decisions for the performance year.
3. Authority to modify the enhanced executive incentive compensation program, as necessary, to maintain alignment between performance goals established by the Board of Governors for the president and those established by the president for the chancellors.
4. Authority to provide existing chancellors and eligible Senior Academic and Administrative ~~administrative and academic~~ Officers the opportunity to participate in the enhanced executive incentive compensation program in the president's sole discretion.

II. The president will report all actions taken under the authority of the delegations in sections I.B., through I.FH., above, to the appropriate committee of the Board of Governors either in writing before the next regular meeting of the Board of Governors or at the next regular meeting of the Board of Governors.

III. These delegations will remain in effect unless and until the Board of Governors rescinds them in whole or in part.

IV. Other Matters

A. Effective Date. The requirements of this policy shall be effective on the date of adoption of this policy by the Board of Governors.

B. Relation to State Laws. The foregoing policy as adopted by the Board of Governors is meant to supplement, and does not purport to supplant or modify, those statutory enactments which may govern or relate to the subject matter of this policy.

C. Regulations and Guidelines. This policy shall be implemented and applied in accordance with such regulations and guidelines as may be adopted from time to time by the president.

ⁱThe secretary of the University is authorized to annotate the referenced policies and regulations to cross-reference these delegations.

ⁱⁱG.S., Chapter 126.

ⁱⁱⁱSections 300.1.1, 300.1.2, and 300.2 of the UNC Policy Manual.

^{iv}Section 600.3.4 of the UNC Policy Manual.

^vSection 500 of *The Code*; Sections 300.1.1 and 1200.1 of the UNC Policy Manual; and G.S. 116-37(c) and 37.1(c). The use of "UNC Center for Public Media" in the statute refers to PBS North Carolina.

^{vi}Section 1100.3 of the UNC Policy Manual.

^{vii}For the purposes of this policy, the term "non-promotional" means salary actions that do not relate to assuming an entirely new position but rather adjusting the salary of the existing position for reasons such as labor market, equity, retention, additional duties, reclassification, and other permitted miscellaneous reasons.

^{viii}G.S.135-5.1

^{ix}Section 300.7.2 of the UNC Policy Manual.

^xSection 200.5 of the UNC Policy Manual.

^{xi}Section 200.5 of the UNC Policy Manual.

^{xii}Section 200.5 of the UNC Policy Manual.

^{xiii} Sections 300.5.1 and 300.5.2 of the UNC Policy Manual.

^{xiv}The Board of Governors may delegate additional authority to the president or boards of trustees for real property transactions consistent with Sections 600.1.3 and 600.1.3[R] of the UNC Policy Manual.

^{xv}This delegation shall be interpreted consistent with G.S. 143C-8-12.

^{xvi}The Board of Governors may delegate additional authority to the president or boards of trustees for approval of capital improvement projects consistent with Section 600.1.1 of the UNC Policy Manual.

^{xvii} Section 600.1.1 of the UNC Policy Manual. This delegation shall be interpreted consistent with G.S. 116-31.11.

This delegation may be further delegated.

^{xviii} Section 600.1.1 of the UNC Policy Manual

^{xix} Section 600.1.1 of the UNC Policy Manual

^{xx}Sections 600.2.4 and 600.2.4.1 of the UNC Policy Manual.