



**Board of Trustees
Committee Meeting
Rudolph Jones Student Center
Room 242**

**Committee on Governance and Personnel
Wednesday, June 8, 2022
3:15 p.m.**

AGENDA

| | |
|-----------------------------|------------------------------------|
| Call to Order | Kimberly Jeffries, Committee Chair |
| Welcome and Opening Remarks | Kimberly Jeffries |
| Roll Call | |
| Approval of Minutes: | N/A |

Action Item:

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| A. Resolution to Delegate Authority to the Chancellor for Certain Personnel State Human Resource Act | Wanda L. Jenkins General Counsel and VC for LARC |
| B. Board of Trustees Expectations Best Practices | Wanda L. Jenkins General Counsel and VC for LARC |
| C. Personnel – Closed Session | Monica T. Leach Provost & Senior VC for Academic Affairs Wanda L. Jenkins General Counsel and VC for LARC |

Committee members: Kimberly Jeffries, William Warner, Stuart Augustine, R. Jonathan Charleston, Glenn Adams

For further information, please contact:
Wanda Jenkins
General Counsel
910.672.1145

Agenda Item GP-1

EXECUTIVE SUMMARY

MEETING DATE:

June 8, 2022

SUBJECT:

Resolution to Delegate Authority to the Chancellor for Certain Personnel Actions for Employees Exempt from the State Human Resources Act

BACKGROUND:

In 2007, the BFU Board of Trustees (Trustees) adopted a resolution delegating certain compensation actions for EHRA employees to the Chancellor in accordance with the authority provided to the Trustees by the UNC System President.

In 2016, the Board of Governors (BoG) approved changes to Sections 200.6 and 600.3.4 of the UNC Policy Manual that raised the thresholds for salary increases for certain EHRA employees. The BoG delegated authority to the UNC President and authorized the President to delegate all or a portion of such authority to the Trustees. On September 22, 2016, the Trustees delegated authority to the Chancellor to approve EHRA salary adjustments up to a certain limit.

On October 28, 2021, the Trustees approved a resolution restating its approval of the delegations approved in 2007 and 2016.

On April 7, 2022, the BoG again approved revisions to Sections 200.6 and 600.3.4 of the UNC Policy Manual allowing for approval of certain salary adjustments by the President. The President has authorized the Trustees for the constituent institutions to delegate authority for approving most of these actions to the chancellor, or the chancellor's designees, with the exception of Tier I Senior Academic and Administrative Officers, such as the Provosts, Deans, and Vice Chancellors.

MOTION:

Move to approve the Resolution to Delegate Authority to the Chancellor for Certain Personnel Actions for Employees Exempt from the State Human Resources Act.

Supporting Document(s) Included: Resolution to Delegate Authority to the Chancellor for
Certain Personnel Actions for Employees Exempt from the
State Human Resources Act

Reviewed By:
Date:

Prepared by: Wanda L. Jenkins,
General Counsel and VC for Legal, Audit, Risk and Compliance

Date: May 23, 2022

Resolution to Delegate Authority to the Chancellor for Certain Personnel Actions for Employees Exempt from the State Human Resources Act

WHEREAS, pursuant to N.C.G.S. 116-11(2), the UNC Board of Governors is responsible for the general determination, control, supervision, management and governance of all affairs of the constituent institutions; and

WHEREAS, the UNC Board of Governors has adopted policies relevant to salary actions for employees exempt from the State Human Resources Act ("EHRA employees") that delegate certain actions to the President and/or Boards of Trustees, and on April 7, 2022, the UNC Board of Governors approved changes to Sections 200.6 and 600.3.4 of the UNC Policy Manual that modified existing delegations to the president and to the Trustees for certain EHRA compensation actions; and

WHEREAS, consistent with the UNC Board of Governors' authorization, the President delegates to the Boards of Trustees for all constituent institutions the authority to execute the following personnel actions for EHRA employees:

1. Permanent and temporary appointments within the salary ranges established by the UNC System Office, excluding Tier I Senior Academic and Administrative Officers (Tier I SAAOs).
2. Permanent non-promotional salary adjustments within the salary ranges established by the UNC System Office for all EHRA non-faculty employees excluding Tier I and Tier II SAAOs and head coaches, associate coaches, and assistant coaches for which delegations are otherwise specified herein.
3. Permanent non-promotional salary adjustments within the salary ranges established by the UNC System Office for Tier II SAAOs up to a new base salary of \$125,000 and that do not exceed 10 percent of the June 30 base salary as of the most recent fiscal year or that do not exceed the 75th percentile of the salary range regardless of amount of increase.
4. Non-promotional salary increases for head coaches, associate coaches, and assistant coaches that do not exceed 25 percent of the June 30 base salary as of the most recent fiscal year and do not exceed \$25,000.
5. Promotional salary increases, except for Tier I SAAOs.
6. Temporary salary actions for the duration of an appointment as an academic department chair or academic department head not greater than \$50,000 annually above the total compensation in effect at the end of the last fiscal year. For clinical department chair, clinical department head, or clinical division head appointments within a School of Medicine or Dentistry, this delegated authority is not greater than \$75,000 annually for the duration of such appointment.
6. All other temporary salary adjustments related to interim, acting, or other time-limited assignments or appointments with a duration of up to 36 months or up to \$50,000 annually above the base salary in effect at the end of the last fiscal year, excluding such actions for Tier I SAAOs. This delegated authority does not permit exceeding the relevant salary range

established by the UNC System Office for the position in which an individual is serving in an interim or acting capacity.

7. Faculty rank promotions but excluding conferral of tenure. All such faculty rank promotions must fall within the established salary range for the role.

WHEREAS, the President has authorized the Boards of Trustees for the constituent institutions to delegate any of these actions to their chancellors or to specific designees of the chancellor by title, as they deem appropriate, excluding actions for Tier I SAAOs.

NOW THEREFORE, the Fayetteville State University Board of Trustees hereby delegates to the Chancellor and the Chancellor's permitted designees the authority to execute the personnel actions outlined in this Resolution.

This the 9th day of June, 2022.

Glenn B. Adams, Chair

Secretary to the University



THE UNIVERSITY OF NORTH CAROLINA SYSTEM

BOARD OF GOVERNORS

Randall C. Ramsey, Chair
UNC SYSTEM OFFICE
140 Friday Center Drive
Chapel Hill, NC 27517

Date: March 31, 2022

From: Randall C. Ramsey, Chair

To: Board of Trustees: Chairs, Secretaries

Re: Board of Trustees Expectations and Best Practices

Dear Board Chairs and Secretaries of the Boards:

This letter is a reminder of the attendance and participation expectations for boards of trustees. It also makes a request of each of you.

Regular attendance at board meetings is required. Under Section [200.7](#) of the UNC Policy Manual, if a member of a board of trustees of a constituent institution is, for any reason other than ill health or service in the interest of the state or nation, absent for three successive regular meetings of the board, he or she is deemed to vacate his or her board seat automatically.

In-person attendance for board meetings is essential for effective governance. There is no substitute for face-to-face discussion in providing the meaningful oversight the law requires and expects of us. As we emerge from the COVID-19 pandemic, and return to normalcy, it is time to refocus our efforts on excellence in service. Under [Chapter II of The Code](#) of the University of North Carolina, the Board of Governors presides in-person over university business in *full* Board meetings. Under *The Code*, our rules of procedure allow for virtual meetings only in certain circumstances. Committees may meet virtually. For full Board meetings, though, we maintain an in-person standard unless the Board is holding a special or emergency meeting.

Please act decisively to encourage more in-person deliberation by your board members. Under [Chapter IV of The Code](#), the Board of Governors delegates authority to the boards of trustees to establish their respective rules of procedure. Specifically, I request that boards of trustees use that delegated authority to adopt *at least* the standard followed by the Board of Governors. This standard would stipulate that board of trustees members attend in-person regular, full-board meetings. Many of your boards already adhere to this standard—indeed, some of your boards limit virtual attendance to only special or emergency meetings and do not allow virtual attendance at regular committee meetings.

Board of Trustees: Chairs, Secretaries
March 31, 2022
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Boards of trustees lead their respective universities by example. As you are aware, the UNC System relayed to institutions the expectation of a return to in-person, normal campus operations. Your board plays a critical role in shepherding this expectation to your campuses, and fulfilling our primary mission of student success. My request is that you mirror the meaningful and active in-person presence already asked of your campus leadership and broader campus community.

After considering my request here, please notify the UNC System Office of your board's current practices and intentions for future meeting procedures. I have asked Assistant General Counsel Mary Griffin Inscoe to collate and summarize responses. Ms. Inscoe's email is mginscoe@northcarolina.edu.

Thank you for your continued commitment to the active governance of our System. Your continued leadership from the front makes our System second to none.

Sincerely,

A handwritten signature in black ink, appearing to read "Randall C. Ramsey", with a stylized flourish at the end.

Randall C. Ramsey, Chair