



BOARD OF TRUSTEES
North Carolina Agricultural and Technical State University
Greensboro, North Carolina
University Affairs Committee Meeting Minutes
Friday, April 27, 2018
Alumni-Foundation Event Center Room 102
8:00-10:00 a.m.

CALL TO ORDER

The Board of Trustees (BOT) University Affairs Committee meeting was called to order at 8:00 a.m. by Mr. Tim King, in the absence of the Committee Chair, Mrs. Donna James. He welcomed committee members and guests and thanked them for their attendance. He then asked for the roll call.

ROLL CALL

Committee members present: Mr. Tim King; Mr. John Bluford; Mr. Toby Brodie; Mr. Paul Jones; Mr. George Mainor; Ms. Kayla Tate; Dr. Beryl McEwen, ex-officio member; and Dr. Julius Harp, Faculty Senate.
Committee members absent: Mrs. Donna James; and Ms. Sharon Mitchell, Staff Senate Chair.

Other attendees included: Dr. Vincent Childress, Interim Vice Provost for Academic Affairs and Undergraduate Programs; Mr. Corey Davis, ACE Fellow; Ms. Helen R. Haynes, Recorder; Mrs. Erin Hart, Associate Vice Provost for Enrollment Management; Mr. Earl Hilton, Athletics Director; Dr. Melody Pierce, Vice Chancellor for Student Affairs; Dr. Sanjiv Sarin, Interim Vice Chancellor for Research and Economics Development; Dr. Ericka Smith, Vice Chancellor for Human Resources; Dr. Kathy Murphy, Legal Affairs; and Mr. Marc Williams, Dean of Students. Mr. John Newsome, Greensboro News and Record, was also in attendance.

APPROVAL OF MINUTES – November 17, 2017 and February 16, 2018

Mr. King requested a motion for approval of the November 17, 2017 and the February 16, 2018 minutes. A motion was offered by Mr. Jones and seconded by Ms. Tate. The November 17, 2017 minutes were approved as submitted. The February 16, 2018 minutes were approved with one correction—Mr. Toby Brodie indicated that he was marked present for that meeting, however he was absent. The minutes were approved with the noted correction.

DIVISIONAL/DEPARTMENTAL UPDATES

DIVISION OF ACADEMIC AFFAIRS

Dr. Beryl C. McEwen, Provost and Executive Vice Chancellor for Academic Affairs, provided the update below:

- **Strategic Planning:** The Chancellor appointed a Strategic Planning Committee in the fall 2017. The charge was to refresh Preeminence 2020. The committee consisted of approximately 64 members both internal and external constituents. She also stated that the Vision and Mission statements were approved by the Board of Governors. She reviewed the five core values and five strategic priorities that were shared with the colleges and departments. It is anticipated that the updated strategic plan will be finalized for distribution at the Faculty Staff Institute on August 10, 2018.
- **Teaching with Technology:** 72 spaces (358 computers) were updated in 2017; 91 spaces (275 computers) are scheduled to be updated during the summer 2018. Technical training is continuing.
- **Faculty Handbook:** The chapters of the Faculty Handbook should be evaluated for revisions every four or five years from its last revision/review. The last revision was in April 2011. One of the priorities for 2017-2018 was to review and revise the faculty handbook to reflect the new academic reorganization. She shared that the Faculty Handbook Committee met diligently and engaged the faculty—soliciting input and feedback and consulted with the Provost, Legal Affairs, Human Resources, and University deans to ensure that the faculty handbook is in compliance with the University's policies and practices as well as those of the UNC System. The Faculty Handbook Committee focused on the most critical components of the handbook to ensure compliance and functioning within our University's procedures and policies.

- **The SACSCOC Reaffirmation of Accreditation:** The preparation for this accreditation has started. The site visit will occur in spring 2021; and the Self-Study is due in the fall. Provost concluded by saying that the main objective of the accreditation is to tell your story accurately and provide the supporting evidence.
- **Senior Administration Hiring:** Provost provided an update on both the status of the hiring in the colleges and other administrative hiring within the Division of Academic Affairs. It is her goal to have the new deans in place for fall 2018. She also shared that the Dean of Education has accepted another position at another institution.

The impact of retiring of faculty retiring was briefly discussed, with Provost McEwen notice that letters are sent year to faculty who are qualified for phased retirement.

- **Honorary Degree Policy:** Provost McEwen introduced the Honorary Degree Policy. The Honorary Degree is awarded only for distinguished accomplishments and must be approved by the Board of Trustees. An honorary degree is one of higher education's most significant accolades. North Carolina A&T State University will award Honorary Doctoral Degrees, on a very selective basis, to recognize distinguished individuals who have attained lasting distinction in a field or activity consonant with the mission of the University, including scholarship, creativity, leadership, and humanitarian or public service, at the state, national or international levels. The complete policy was shared and discussed.

ENROLLMENT SUMMARY

Mrs. Erin Hill Hart, Associate Vice Provost for Enrollment Management, provided an update on enrollment. The university continues to experience an increase (13%) in freshman applications, compared to this same time last year. She also shared the following:

- Early indicators reflect a modest increase in the number of admitted new students while sustaining a competitive academic profile.
- Preparation is underway for this summer's New Student Orientation. Aggie Student Success Leaders competed for, and won, several awards at their regional conference.
- At the graduate level, admission is on pace with the previous cycle –a 1% increase in admitted graduate students. However, the number of admitted graduate students who have indicated their intent to enroll is up 11% over the previous year.
- She concluded her presentation by stating that they have created a Facebook Live Page where students can call in their questions and get an immediate response.

DIVISION OF HUMAN RESOURCES

Dr. Ericka Smith, Vice Chancellor for Human Resources, presented a review of the Annual Management Flexibility report. This report, which needed the full board approval, provides the Chancellor or his designee authorization to oversee business decisions for the University such as EHRA Faculty and Non-Faculty salaries, conferral of tenure granted with hire, salary equity, and policies related to recruitment and compensation.

Mr. King entertained a motion to approve the Management Flexibility report as submitted to the committee. The motion was offered by Mr. Jones and seconded by Mr. Brodie. The motion carried.

DIVISION OF RESEARCH AND ECONOMIC DEVELOPMENT

Dr. Sanjiv Sarin, Interim Vice Chancellor for Research and Development, presented a policy on Research Misconduct, which requires the Board of Trustees approval. The Research Misconduct policy defines types of research misconduct, its scope, and the key university officers responsible for enforcing the policy, which is a two-step process. In the first step, an Inquiry Committee determines whether there is sufficient evidence to warrant an investigation. In the second step, a final determination is made regarding misconduct and specific actions to be taken. The policy also lists possible sanctions when one is found guilty of misconduct.

Mr. King entertained a motion to approve the Research Misconduct policy as submitted to the University Affairs Committee. The motion was offered by Mr. Jones and seconded by Mr. Brodie. The motion carried.

DISCUSSION

Provost McEwen then provided an update on the Director of Distance Learning. She also shared that the college deans use to attend the University Affairs Committee meetings to provide updates on their college. However, that practice stopped. She asked if this is something the committee would like to see return. The committee unanimously agreed to have a dean represented at each meeting to provide updates on the state of their college.

Provost McEwen concluded her discussion by sharing that the University is continuing to update facilities. She is charged with looking at all labs on campus. She stated that the chemistry labs and the Art Gallery will be updated. She also said she will be looking at the entrepreneurship structure.

There being no further items for discussion, Trustee King thanked everyone for their attendance and thanked the presenters for providing reports. He then asked Dr. Murphy to read the statement to go into closed session.

CLOSED SESSION

PROMOTION AND TENURE

In accordance with University policy, "Appendix B-2 Regulations on Academic Freedom, Tenure and Due Process", personnel actions require Board of Trustees approval. Thirteen (13) faculty members were recommended for tenure, effective July 1, 2018.

Trustee King entertained a motion to approve the recommendations for faculty tenure. It was moved by Mr. Jones and seconded by Mr. Bluford that the faculty members presented for tenure, effective July 1, 2018, be approved for recommendation to the full board. The motion carried unanimously.

EMERITUS APPOINTMENT

Three faculty members submitted applications for faculty emeritus status. The policy states:

"Retiring tenured faculty with the rank of Associate Professor or higher who have rendered at least 10 years of service to North Carolina A&T State University are eligible for emeritus status at the rank held and in the department home at the time of retirement."

To be considered for emeritus status, the faculty must be nominated by the department chairperson, and approved by the dean, the provost and executive vice chancellor for academic affairs and the chancellor as well as the board of trustees.

The Committee then reviewed three faculty recommendations for emeritus status. Trustee King entertained a motion to approve the recommendations for faculty emeritus. The motion was offered by Mr. Brodie and seconded by Mr. Jones. The motion unanimously carried.

Provost then provided an update on the hiring of the deans.

ADJOURNMENT

Mr. King thanked everyone for their attendance. The meeting adjourned at 10:00 a.m.

Recorder:
Helen R. Haynes
Special Assistant to the Provost