

**NORTH CAROLINA CENTRAL UNIVERSITY
DURHAM, NORTH CAROLINA
BOARD OF TRUSTEES MEETING MINUTES**

MAY 19, 2017

The NCCU Board of Trustees held a Special Call meeting on May 19, 2017. A public forum was provided in the Chancellor's Conference Room in the Hoey Administration Building. Chairman George Hamilton called the meeting to order at 5:00 p.m. and recognized Trustee Higginbotham to call the roll. A quorum was established.

ROLL CALL: Present: Mr. George Hamilton, Mr. John Barbee, Mr. Michael Johnson, Mr. Paul Pope, Ms. Joan Higginbotham, Mr. Harold Epps, Dr. John McCubbins and Ms. Karyn Wilkerson (all via telephone conference call)
Absent: Dr. Kenneth Tindall, Ms. Alesha Holland, Mrs. Oita Coleman and Ms. Allyson Siegel

ADOPTION OF THE AGENDA: It was moved by Trustee Johnson and properly seconded by Trustee Barbee that the agenda be adopted. The motion carried.

CHAIR'S REMARKS: Chairman Hamilton informed the Board, as Chair, it is his responsibility to remind all members of the Board of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Chairman Hamilton instructed the Board members as follows: Each has received the agenda and related information for this Special Call Board of Trustees Executive/Personnel Committee meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time. No conflict was presented.

OPEN SESSION

Chairman Hamilton who is Chairman of the Chancellor's Search Committee provided a Chronology of Events to the Board of Trustees regarding the NCCU Chancellor Search process.

The NCCU Chancellor Search Committee consisted of 24 members. Representatives from the Board of Trustees, faculty, staff, students, and alumni started the work needed to identify and select a new leader for this institution.

On January 17th the Chancellor Search Kickoff Committee convened. President Spellings and Chairman Hamilton welcomed and thanked the members for agreeing to serve. President Spellings reiterated that the search for a new chancellor is the most important service they can render to the university. It is critical that the committee members find the right candidate for this time in the history of NCCU. She further shared with the committee what to look for in the next chancellor and the committee must be guided by all appropriate provisions of the law and The Code of the University of North Carolina. The committee, campus community, search consultant and President accepted responsibility for finding the most highly qualified individuals as chancellor candidates

The Search Firm, Diversified Search, was chosen to assist with the search process. Their role was to recruit candidates; screen candidates, coordinate interview logistics; conduct initial reference checks and conduct background checks.

Diversified Search is well known in the UNC System and some educational institutions they have served include North Carolina A & T University, Winston-Salem State University and the University of North Carolina at Charlotte.

On January 24th four (4) forums for public input into the selection of a new Chancellor were held. Forum participants, students, staff, alumni faculty and community members were requested to share candidate recommendations, preferred characteristics and other ideas.

On January 31, 2017, a Special Call meeting of the NCCU Board of Trustees was held. Chairman Hamilton shared with the Board of Trustees that their role was to provide input to the Search Firm on the major and unique qualifications desired for the next Chancellor. He also stated it is the responsibility of the Board of Trustees to recommend approval of the candidates to go forward to President Spellings to make her choice and she would present to the UNC Board of Governors for final action.

A Leadership Statement Sub-Committee was formed. It was chaired by Mr. Michael Johnson and they met on January 30th and February 2nd to discuss and

clarify this process. The draft was finalized on February 8th and the subcommittee voted to recommend approval to the Full Chancellor Search Committee.

On February 10th the Full Chancellor Search Committee met and approved the Leadership Statement.

On April 13th the Subcommittee on the Applications/Process met. It was Dr. Kenneth Tindall served as Chair. Its role was to review, discuss and refine a set of interview questions. It was also charged to develop an evaluation scorecard that could be used during the interview process.

On April 20th the Subcommittee recommended approval of the Interview Questions.

On April 24th the Full Chancellor Search Committee voted to approve the Interview Questions and Evaluation Scorecard.

Also on April 24th Diversified Search provided the Full Chancellor Search Committee with information regarding the candidate process. Discussion regarding the pool of candidates occurred.

Thirty (30) applications were received. Once these persons are identified, it will be the duty of the search consultant in cooperation with the support staff of the search committee to bring these individuals into the pool for consideration by the committee.

There were twelve (12) candidates recommended by Diversified Search to go forward.

The Full Chancellor Search Committee reviewed the recommended candidates and agreed seven (7) candidates should go forward for further review.

The in-person interviews were held on May 5-6th.

At the May 6th meeting the candidates list was narrowed down to four (4) unranked.

During the week of May 14-18, four (4) candidates were invited to NCCU campus to meet with Executive Leadership Team, students, deans, faculty, staff, and alumni. At the conclusion of the campus interviews, each stakeholder group reviewed and discussed each candidate and an evaluation occurred.

The Chancellor Search Committee convened on May 18th and was responsible for recommending three (3) finalists, unranked, to the NCCU Board of Trustees. This action was completed by the Chancellor Search Committee.

So this brings us here today to review and consider the three (3) recommended finalists, unranked.

Upon your review and consideration, the NCCU Board of Trustees will then recommend the unranked slate of three (3) candidates to President Spellings for consideration and UNC Board of Governors for final action.

The goal is to have the selected candidate in place no later than August 1st.

It was moved by Trustee Higginbotham and properly seconded by Trustee Johnson to convene in Closed Session pursuant to NCGS 143-318.11(a)(6). The motion carried.

CLOSED SESSION

Today the recommended three (3) finalists are before you for review and consideration. After considerable review and discussion regarding each candidate it was moved by Trustee Johnson and properly seconded by Trustee Barbee to reconvene into Open Session. The motion carried.

OPEN SESSION

When the meeting reconvened in Open Session it was moved by Trustee Barbee and properly seconded by Trustee Johnson to recommend that the unranked slate of three (3) candidates be forwarded to President Spellings for consideration and UNC Board of Governors for final action. The motion carried.

There being no further business, it was moved and properly seconded by to adjourn. The motion carried.

Respectfully submitted:

Dottie Fuller
Recorder