

**NORTH CAROLINA CENTRAL UNIVERSITY
DURHAM, NORTH CAROLINA
BOARD OF TRUSTEES MEETING MINUTES
June 22, 2011**

The NCCU Board of Trustees convened in the Emma Marable Conference Room in the William Jones Building on the campus of North Carolina Central University on June 22, 2011. Chairman Glenn Adams called the meeting to order at 10:02 a.m.

INVOCATION: Trustee Robert Dolan gave the invocation.

ROLL CALL: Present: Mr. Glenn Adams, Mr. Charles Baron, Mr. Robert Dolan, Mr. Eric Michaux, Dr. Dwight Perry, Mr. Paul Pope, Mrs. Avon L. Ruffin, Mrs. Kay Thomas, Mr. Carlton Thornton, and Mrs. Nancy Wysenski. Absent: Mr. Harold Epps and Mr. George Hamilton.

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

APPROVAL OF THE MINUTES: It was moved by Trustee Michaux and properly seconded by Trustee Pope to approve the minutes dated April 27, 2011. The motion carried.

CHAIR'S REMARKS: Chairman Adams 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. Each member has received the agenda and related information for this Board of Trustees 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.

PRESENTATION OF RESOLUTION: Chairman Adams recognized Trustee Dwight Perry to read and present a Resolution to Trustee Kay Thomas. Further Chairman Adams recognized Trustee Robert Dolan to read and present a Resolution to Trustee Eric Michaux. Trustee Charles Baron was recognized to read and present a Resolution to Trustee Glenn Adams. Copies of the Resolutions for Trustees Thomas, Michaux, and Adams are attached. As a point of personal privilege, Trustee Thomas stated that 8 years 6 months and two days ago, November 20, 2002, she was sworn in as a new member of the NCCU Board of Trustees. Since that time she has tried to be one of the best Trustees ever to serve on this Board. Trustee Thomas wished to thank all who helped her make it possible for her to do this. Trustee Michaux noted that each seat has changed since his arrival which shows newness and growth of the university which he is proud. Trustee Michaux provided a trip down memory lane of his time on the Trustees Board with the following: Golden Leaf monies received; move to Division I; new buildings; the mold in buildings; two Chancellors; Rose Bowl Parade; Student Government – voting rights; and School of Business accreditation. Trustee Adams thanked Trustee Michaux for providing history to the new Board members as well as his leadership with the statutes and making sure guidelines were followed. Chairman Adams stated that he

has been on the Board for eight years and thanked the Board for allowing him to serve for two years as the Chair. Collectively with everyone (student, faculty, alums, and friends) this University can soar beyond anything that the University System has it is poised for greatness. Understand why you are here but for the students none of us would be here. It is not about ego or about us it is about the University, the students, the faculty, and the staff if you keep that in mind when you set your policies and your goals you will do the right thing each time that you vote. If you search yourself, heart and soul you will do the right thing all of the time. I know the character of each individual that is serving on this Board I would tell you that you can have no finer Board of Trustees than the members that you have seated in front of you today. I would like to say thank you for giving me the opportunity to serve. It makes you humble to let you know that you can go home.

REPORT OF THE CHANCELLOR: Chancellor Nelms thanked the outgoing Trustee members for their strong advocacy on behalf of North Carolina Central University. The university community appreciates the 27 plus years of dedicated service on the NCCU Board of Trustees by Mrs. Kay Thomas, Mr. Eric Michuax and Mr. Glenn Adams.

Mr. Wendell Davis, Vice Chancellor for Finance and Administration was introduced to the NCCU Board of Trustees.

Chancellor Nelms spoke with a representative from the media on June 21, 2011, about the impact of the budget cuts on NCCU, and while the cuts will have a significant impact on all university operations, he still remains optimistic about the future of NCCU.

The Chancellor is optimistic for several reasons:

- The commitment and dedication of our faculty and staff in advancing the university's mission.
- The strong interest on the part of prospective students. This year more than 13,300 freshman and transfer students applied for admission, compared to 9,300 in 2009-2010. Not only do we have more students interested in NCCU, their academic profile is strong. The cumulative GPA of students admitted for the fall is 3.24.
- The students have responded positively to our efforts to create a culture of academic success characterized by high levels of learning, retention and graduation.

Legislative Highlights

- There was a bill that removed the UNC portion of the scholarship from the Education Lottery Act, but those funds have been restored for needy students. This means 524 students attending NCCU have scholarships. There is a limit of financial aid to nine (9) semesters with the exceptions granted for military personnel or other extenuating circumstances.
- Authority to do bonding for two capital projects. One is the restoration of the old Chidley Main and the second is the construction of Chidley South.

Activities Occurring on Campus

- The Nursing Building final inspection is scheduled for June 24, 2011. The Nursing Department staff will start moving into the building on July 15, 2011.
- The Walker PE and Recreation Complex is being renovated in three (3) phases. Phase 1 – roofing is approximately 95% complete. Phase 2 – the pool repairs where the settlement occurred are complete. Phase 3 – renovations to the gymnasium, weight room and creation of a Wellness Center are scheduled to be completed February 2012.
- Chidley North Residence Hall will be ready for students' occupancy August 2011.
- We have an Energy Performance Contract that will save the University approximately \$600,000 per year in energy costs.
- Various Smart Classrooms technology have been upgraded.
- The University was informed that the athletics program was certified without any conditions by the NCAA Committee on Athletics Certification. 44 NCCU athletes graduated in May with a cumulative GPA of 2.937.

Highlights

- The University is hosting multiple pre-college camps ranging from biotechnology, law, Summer Bridge, theatre, writing skills, band and athletics. Over 1,250 students ranging in age from 5-18 years old are participating in these activities.
- We have two college transition summer camp programs. There are 38 students ages 17 and 18 in our Aspiring Eagles Academy and 48 students participating in our Centennial Scholars Summer Bridge Program. Both of these programs are being funded by UNC-General Administration.
- We have 50 students participating in summer study abroad programs.

Upcoming Events

- Trustee Perry, Trustee Ruffin and Chancellor Nelms will travel to Atlanta to attend the Southern Education Foundation, Inc. 2011 HBCU Governance and Institutional Effectiveness Seminar. The Chancellor will be serving as the keynote speaker for the seminar.
- "Strengthening America's Historically Black Colleges and Universities: A Call to Action" was distributed to Trustees and will be distributed to the University community and alumni. This is not just a paper it is an attempt to place in perspective the kind of things that we must do if HBCU's are to remain competitive, responsive and relevant.

The Chancellor thanked the faculty members that worked on the proposal Doctor of Philosophy in Integrated Biosciences Program. He also wanted to thank his predecessors Julius Chambers and James Ammons for the hiring decisions that they made in support of strengthening the science, faculty, facilities and equipment at NCCU.

EDUCATIONAL PLANNING AND ACADEMIC AFFAIRS COMMITTEE: Trustee Perry presented the Educational Planning and Academic Affairs Committee Report. There were two

(2) action items and one (1) item for information.

Dr. Vicki L. Lamb, Chair, ad hoc Faculty Handbook Committee presented the Final Draft of the Revised Faculty Handbook which was fine tuned and approved by the NCCU General Faculty.

It was moved by Trustee Perry and properly seconded by Trustee Thornton that the NCCU Board of Trustees adopt the 2011 NCCU Faculty Handbook. We also direct the Faculty Senate, Office of the Provost and the Office of Legal Affairs to develop the appropriate policies and procedures including timelines to accompany the tenure, grievance and complaint procedures. This NCCU Faculty Handbook will be forwarded to the Office of Legal Affairs at UNC General Administration for review.

Dr. Hazell Reed, Vice Chancellor for Graduate Education and Research presented a Request for Authorization to Establish a Doctor of Philosophy in Integrated Biosciences Program.

It was moved by Trustee Perry and properly seconded by Trustee Thomas that the NCCU Board of Trustees recommend approval of the Request for Authorization to Establish a Doctor of Philosophy in Integrated Biosciences Program and directs the staff to forward all relevant information to the UNC Board of Governors for final action.

Dr. Wendy Rountree, Associate Professor, English and Mass Communication made a presentation entitled “The Boys Club: Male Protagonists in Contemporary African-American Young Adult Literature”.

EMERITUS STATUS COMMITTEE: Trustee Pope presented the Emeritus Status Committee Report. There were several items for information and one (1) action item.

The Committee on Emeritus Status met via telephone conference call on Monday June 13, 2011. Attorney Melissa Jackson Holloway served as a resource to the committee.

The Committee reviewed a historical timeline prepared by the Office of Legal Affairs regarding the adoption and consideration of trustee emeritus status dating back to January 1980, when the NCCU Board of Trustees amended its bylaws to include the ability to confer the title of Trustee Emeritus. The Committee also reviewed policies from other UNC institutions as well as private and public schools across the country. The members of the Committee agreed that the conferral of the title of Trustee Emeritus should not be automatic and that any Trustee being considered must have provided outstanding and notable service to the Board, the University and/or the surrounding community.

The Committee recommends the adoption of the following criteria to be used to determine when such notable service has been rendered:

- A minimum of one complete term as a board member;
- Support for institutional activities, including financial support, fundraising and/or giving record;

- Contributions to the work of the Board, including but not limited to service as an officer, committee chair, special Board and/or University assignments and thoughtful and consistent input to Board deliberations;
- Contributions to the University and surrounding community; and
- Dedication to the mission of the University.

The Committee also recommends the following process for the consideration and/or approval of Trustee Emeritus status:

- Nomination by current board members or Chancellor along with documents supporting request;
- Approval by majority of the current sitting board;
- Modification of the bylaws to allow for consideration and approval during the same time frame as honorary degree candidates rather than during the annual meeting (BOT Bylaws Article III, section 5). This will allow for proper recognition of Trustee Emeriti during commandment and other University wide celebrations.

Finally, although Trustee Emeriti are given the option to attend all Board meetings the Committee recommends that the Board implement a formal mechanism to elicit input from Emeriti members on an annual basis (special meeting or invite to Board retreat, etc.)

It was moved by Trustee Pope and properly seconded by Trustee Thornton that the recommendations for Emeritus Status be adopted along with the addition that the Executive Committee will handle the Emeritus Status and report findings to the Board. The motion carried.

EXECUTIVE SESSION: Trustee Adams presented the Executive Session Committee Report. There was one (1) action item and several items for information.

The NCCU Board of Trustees met in Executive Session on June 21, 2011. The attendees present were introduced.

Pursuant to NCGS 143-318.11(a)(6) and 143-318.11(a)(7a) it was moved and properly seconded to go into Closed Session.

The Committee heard a presentation from Chancellor Nelms regarding allegations of misconduct. Further, Chancellor Nelms presented candidates to consider for personnel appointments.

It was moved and properly seconded to reconvene in Open Session.

It was moved by Trustee Michaux and properly seconded by Trustee Thomas to recommend approval of the personnel appointments discussed in closed session and forward all relevant information to UNC Board of Governors for final action.

TRUSTEE-STUDENT RELATIONS COMMITTEE: Trustee Thomas presented the Trustee-Student Relations Committee Report. There was one (1) item for action.

Due to a lack of quorum, the action item on the agenda for the Trustee-Student Relations Committee, namely the minutes dated April 26, 2011, will be considered by the NCCU Board of Trustees as a Committee of the Whole at the full Board meeting to be held on June 22, 2011.

It was moved by Trustee Thomas and properly seconded by Trustee Thornton that the Board of Trustees approve the minutes for the Trustee-Student Relations Committee dated April 26, 2011.

STUDENT GOVERNMENT REPORT: The Student Government Report was presented by Trustee-elect Reggie McCrimmon. A copy of the full report is attached.

NATIONAL ALUMNI REPORT: The National Alumni Report was presented by Ms. Anita Walton. A copy of the full report is attached.

FACULTY SENATE REPORT: The Faculty Senate Report was presented by Dr. Minnie Sangster. A copy of the full report is attached.

STAFF SENATE REPORT: The Staff Senate Report was presented by Ms. Daphne Richardson. A copy of the full report is attached.

PERSONNEL COMMITTEE: Trustee Baron announced there were two (2) action items for closed session.

Trustee Perry moved to convene in closed session pursuant to N.C.G.S. 143-318.11(a)(1). The motion was properly seconded by Trustee Thomas. The motion carried.

CLOSED SESSION

The Committee heard a presentation from Chancellor Nelms, who presented a candidate for a new faculty appointment for Professor with tenure in the School of Law.

Also the Committee heard a presentation from Dr. Kwesi Aggrey who presented a candidate for Chair, Department of Psychology and Associate Professor of Psychology with tenure.

Due to a lack of a quorum, the action items on the agenda for the Personnel Committee, will be considered by the NCCU Board of Trustees as a Committee of the Whole at the full Board meeting being held today.

There being no further business for closed session, Trustee Baron moved and it was properly seconded by Trustee Thomas to reconvene in open session. The motion carried.

OPEN SESSION

It was moved by Trustee Baron and properly seconded by Trustee Ruffin that the NCCU Board of Trustees recommend approval of a candidate for a new faculty appointment as Professor with tenure in the School of Law and directs the staff to forward all relevant information to the UNC

Board of Governors for final action.

It was moved by Trustee Baron and properly seconded by Trustee Thomas that the NCCU Board of Trustees recommend approval of a candidate as Chair, Department of Psychology and Associate Professor of Psychology with tenure and directs the staff to forward all relevant information to the UNC Board of Governors for final action.

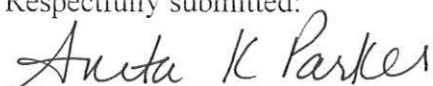
NOMINATING COMMITTEE: The election of the Nominating Committee was held. Nominations from Chairman Adams consisted of Trustee Dolan, Chair, Trustee Pope, and Trustee Thornton. It was moved by Trustee Adams and properly seconded Trustee Dolan, Chair, Trustee Pope, and Trustee Thornton be elected to the Nominating Committee. The motion carried.

CHAIRMAN'S ANNOUNCEMENTS: Trustee-elect John Barbee was introduced.

A Special Call Meeting will be held July 14, 2011 at 4:00 p.m. to swear in new members and elect new officers.

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

Respectfully submitted:



Anita K. Parker

Recorder

NORTH CAROLINA CENTRAL UNIVERSITY

Honors

KAY T. THOMAS

WHEREAS, you have served as a member of the North Carolina Central University Board of Trustees for eight-and-a-half years, having been appointed to a partial term in 2002 and reappointed to full terms in 2003 and 2007; and

WHEREAS, you served with distinction, leading the Board of Trustees as chair in 2008 – 09 and as vice chair from 2005 – 08 and 2009 until the present; and

WHEREAS, the board and the university benefited from your wisdom and perspective as a career educator as you served as chair of the committees on the Endowment Fund (2008 – 09), Trustee-Student Relations (2009 – 11) and Educational, Planning and Academic Affairs (2003 – 08) and as a member of the Personnel, Executive, By-Laws, Emeritus, Institutional Advancement and Nominating committees; and

WHEREAS, you earned the Bachelor of Science degree from North Carolina Central University in 1966, and have been a loyal and generous alumna ever since; you served as president of the NCCU National Alumni Association from 1998 to 2002, you received the association's Alumnus of the Year Award in 2002, and you also have been honored with the Chancellor's Distinguished Alumnus Award;

NOW, THEREFORE, BE IT RESOLVED that North Carolina Central University commends Kay T. Thomas for her dedication and service to her alma mater, to her community and to the State of North Carolina.

BE IT FURTHER RESOLVED, that this Resolution shall be retained in the university files.

As of the thirtieth day of June
two thousand and eleven



Glenn B. Adams, Chair
NCCU Board of Trustees



James E. Shepard, Founder



Charlie Nelms, Chancellor
North Carolina Central University

NORTH CAROLINA CENTRAL UNIVERSITY

Honors

ERIC C. MICHAUX

WHEREAS, you have served as a member of the North Carolina Central University Board of Trustees for eight-and-a-half years, having been appointed to a partial term in 2002 and reappointed to full terms in 2003 and 2007; and

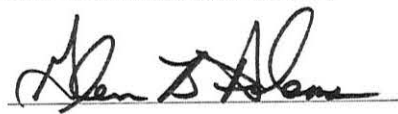
WHEREAS, North Carolina Central University has benefited from having you, a lifelong community builder, among its ranks; and

WHEREAS, you have brought energy and an independent perspective to the board, most notably as chair of the Audit Committee from 2003 to the present, and also as chair of the Emeritus Committee in 2006, and as a member of the Nominating, Personnel, Building, Executive, Finance, Institutional Advancement, Building, Trustee-Student Relations and By-Laws committees;

NOW, THEREFORE, BE IT RESOLVED that North Carolina Central University commends Eric C. Michaux for his committed service to the university, to the City of Durham and to the State of North Carolina.

BE IT FURTHER RESOLVED, that this Resolution shall be retained in the university files.

As of the thirtieth day of June
two thousand and eleven



Glenn B. Adams, Chair
NCCU Board of Trustees



James E. Shepard, Founder



Charlie Nelms, Chancellor
North Carolina Central University

NORTH CAROLINA CENTRAL UNIVERSITY

Honors

GLENN B. ADAMS

WHEREAS, you have served as a member of the North Carolina Central University Board of Trustees for two terms, comprising eight years, from 2003 to the present; and

WHEREAS, you served with distinction, leading the board as chair from 2009 to the present; and

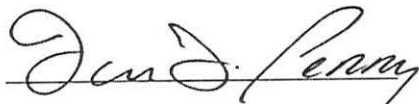
WHEREAS, the board and the university benefited from your wisdom and keen legal mind as you served as chair of the Nominating Committee (2005), the Trustee-Student Relations Committee (2004 – 08), the Executive Committee (2009 – 11), the Institutional Advancement Committee (2008 – 09) and the Endowment Fund (2009 – 11), and as a member of the Educational, Planning and Academic Affairs Committee, Personnel Committee and Finance Committee; and

WHEREAS, you earned the juris doctorate degree in 1984 from the North Carolina Central University School of Law, and have been a loyal and generous alumnus of the university and the law school;

NOW, THEREFORE, BE IT RESOLVED that North Carolina Central University commends Glenn B. Adams for his dedication and service to his alma mater, his community and the State of North Carolina.

BE IT FURTHER RESOLVED, that a copy of this resolution be retained for the university files.

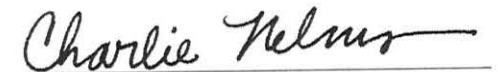
As of the thirtieth day of June
two thousand and eleven






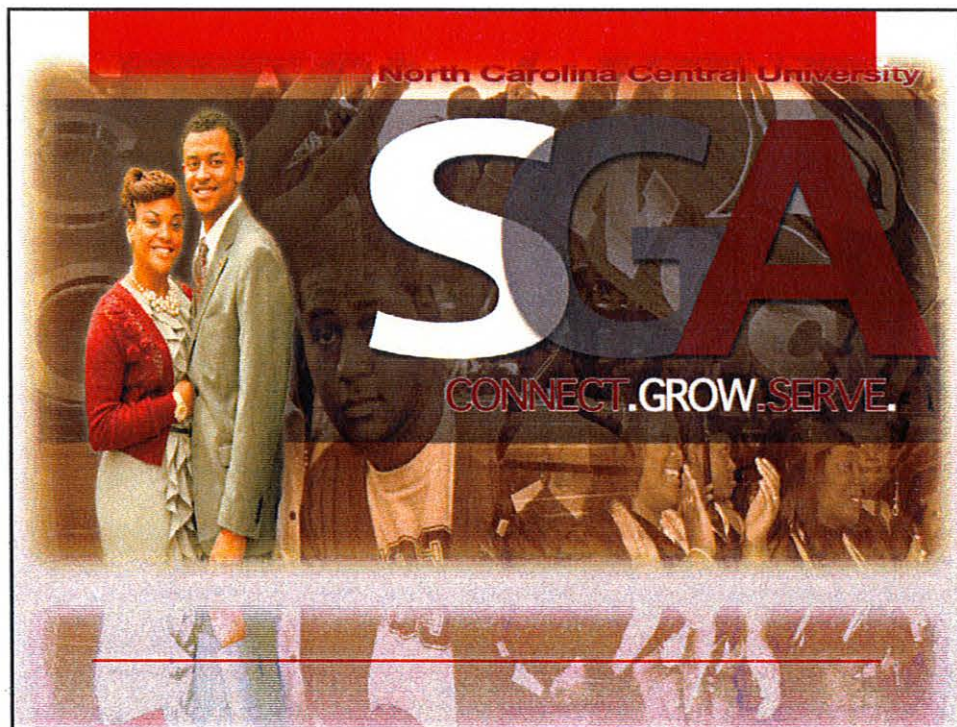
Dwight D. Perry, Secretary
NCCU Board of Trustees



James E. Shepard, Founder





Charlie Nelms, Chancellor
North Carolina Central University



Reggie McCrimmon
Student Body President
Junior c/o 2013
Major: Political Science & Public Administration
Plans after Undergrad: Law School,
Pursue career in Local and State Politics

Carmelo Montalvo
Student Body Vice-President
Junior c/o 2013
Major: Pre-Med
Plans after Undergrad: Considering
UNC, Duke and John Hopkins.
Pediatric Cardiology, Emergency med
and primary care

A promotional graphic for the iCUSG (Inter-Cultural Student Government) featuring two student leaders. On the left is a photograph of Reggie McCrimmon and Carmelo Montalvo, both in dark suits and ties, standing outdoors. The background of the photo shows a brick wall and some greenery. To the right of the photo is a list of their names, titles, and academic plans. The graphic includes the iCUSG logo in the top left and top right corners. A red horizontal bar is at the top, and a thin red line is at the bottom.

 2011-2012 


McCrimmon-Montalvo Admin.
CONNECT. GROW. SERVE.

The Connect Movement


- Summer Orientation
- Meeting administrators

Our Summer Focus:

- Develop Leadership Skills
- Engage in Strategic Planning
- Implementation of New Initiatives

 **UNC** 

**Association of Student
Governments**







Increase representation from HBCU's

- Juan Virella
 - NCCUSGA Attorney General
 - Associate VP of Government Operations & Constituent Services
- Alexander Scott
 - NAACP
 - Assistant VP of Research and Development



Bring UNC-ASG to HBCU's

- SBP Retreat hosted at NCCU on July, 9th 2011

 **Project Bull City - Eagle** 

 **Connect.** 

- Establish Connection with Local Businesses Downtown Durham
 - Through our office of Government and Community Relations, Director Starla Tanner.
 - Follow up with Durham Chamber of Commerce.
 - Planning to include tour of downtown in Week of Welcome

upcoming Events:

- Summer Orientations
- Project Connect Retreat- SGA/SAB- Council of Presidents
- Week of Welcome
- Training Day



North Carolina Central University Alumni Association, Inc. • 2223 Fayetteville Street • Durham, North Carolina 27707 • (919) 530-5222

OFFICE OF THE NATIONAL PRESIDENT

Report of the National Alumni Association 2010 - 2011
June 22, 2011
Durham, NC

Chairman Adams and Board members, Chancellor Nelms, faculty, staff, alumni, and invited guests - good morning. I am sorry I'm not able to be there today for the last meeting of this school year due to work obligations. I still bring greetings to you from the NCCU Alumni Association and thank you for the opportunity to present this report.

The Alumni Association is also winding its 2010-2011 fiscal year and planning for the next. Although the final numbers are not in, but we feel confident that our total membership has topped the 2,000 mark and we plan to aggressively increase that number to 3,000 over the next two years or less.

To recap the year, the Alumni Association has supported the "2010 Salute to New Eagles" program; attended athletic games; celebrated and participated in Homecoming activities; awarded scholarships; supported the Office of Undergraduate Admissions with recruitment efforts; volunteered at the NCCU Habitat for Humanity home to complete some final touches; represented at most of the major university programs; and invested our financial resources into our alma mater, to name a few. It has been a great year for us!

We are approaching the final stages of planning for Alumni weekend. Alumni Day of Service is slated for July 22, along with an officer and student recruitment coordinator training; followed by a Member & Volunteer Recognition Reception. On July 23, the combined Annual/Council meeting will be held at the Hilton Durham, beginning at 9:00 am. Registration for the meeting is \$35. The first Awards Dinner will be held on the evening of July 23, beginning with a reception at 6:00 pm and dinner starting at 7:00 pm. Information about these activities can be found on the Alumni Association website at www.nccualumni.org and click on the Alumni Weekend link. Additionally, we are encouraging alumni to volunteer in August at the 2011 "Salute to New Eagles" program (a.k.a. the "Pinning Ceremony"). There will be an e-mail sent requesting your participation and you will be able to RSVP.

Before I conclude this report, I want to applaud and thank Chairman Adams for his service to NCCU and leadership exhibited during his term. I know he will continue to stay connected to NCCU, but wish him the best in his next endeavor because I'm sure he's going to fill this extra time with something else, right?

Chairman Adams, Board members, Chancellor Nelms, and all assembled, this concludes my report and I want to thank Anita Walton for reporting on my behalf. Have a great summer!

In Truth and Service,

Tania B. Davis
Tania B. Davis, '94
President
2010 - 2012

REPORT TO THE BOARD OF TRUSTEES

BY DR. MINNIE B. SANGSTER, CHAIR OF THE NCCU FACULTY SENATE

WEDNESDAY, JUNE 22, 2011

Chairman Adams, members of the Board of Trustees, colleagues, friends, Bonjour, Guten Morgen, Buenas Dias, Good Morning! I appreciate this opportunity to bring you this, my final report on the activities of the NCCU Faculty Senate.

The Faculty Senate held its last regular meeting of the 2010-2011 academic year on April 1, at that time, elections were held for members to the Executive Committee for 2011-2012. Some of those incoming officers are present today, and I would like to introduce them to you. I would like to ask them to stand and to remain standing until I have called all of their names.

The newly elected Faculty Senate chair is Prof. Sandra Rogers, a clinical instructor in the Sociology Department. The new vice-chair is Dr. Claudia Becker, Associate Professor of German in the Department of Modern Foreign Languages. Dr. Deborah Swain, Associate Professor of Library and Information Science, will continue for the next year as Faculty Senate secretary. The newly elected parliamentarian is Dr. Dohyeong Kim, an Assistant Professor in the Department of Public Administration.

They will assume office on July 1, the beginning of the new fiscal year. As Immediate Past Chair, I will, of course, remain as a non-voting member of the Executive Committee for the next academic year. This report to you, however, is one of my last official acts as Faculty Senate chair.

I have had the honor to serve as Chair of the NCCU Faculty Senate for the last two academic years, and certainly the most important initiative of the Senate during that time has been the development of the new 2011 NCCU Faculty Handbook. The directive that this Board gave the Senate in Fall 2009 was clear. You wanted a replacement for the outdated handbook in force since 1997.

Although various groups of Senators and other faculty members had already been working on a revision for two or three years, many sections of the resulting document were marked by omissions, contradictions and inaccuracies. The working group slowly gelled into a group of five individuals, all current or former Faculty Senate officers, who stayed with the project and are largely responsible for the document that you have before you today.

For the last year, the *ad hoc* Faculty Handbook Committee has been chaired by Dr. Vicki Lamb, Associate Professor of Sociology, and former Faculty Senate Parliamentarian. Without her mastery of the intricacies of the academic policies and procedures of the university, without her attention to detail and without her dedication to the project, I doubt if we would have a finished handbook today.

Other members of the committee are Senate Secretary Dr. Deborah Swain, Associate Professor in School of Library and Information Science; Former Senate Chair and outgoing Parliamentarian Dr. Acha Debela, Professor of Art; Outgoing Senate Vice Chair Dr. Arcelia Jeffreys, Associate Professor of Physical Education and Recreation; and myself.

We are extremely pleased that this Board has today approved the 2011 NCCU Faculty Handbook and we appreciate your patience as we have struggled to satisfy your mandate to provide a current document.

Other recent Senate activities include the following: The outgoing Senate officers and the incoming officers met a couple of weeks ago and began the process of transition. The final steps of hiring a new administrative assistant are nearing completion.

Prof. Rogers and I recently served on the committee responsible for planning the two-day retreat of Academic Administrators held last Thursday and Friday on the campus of the Environmental Protection Agency in Research Triangle Park. She and I will meet this afternoon with the committee assigned the task of planning the Faculty Institute to be held on August 16 to initiate the 2011-2012 academic year.

The first Faculty Senate meeting will be held on Friday, September 2. Meetings are held on the first Friday of every month from 2:00 to 4:00 PM. We hope that you will consider

attending a meeting of the Faculty Senate soon. We would be honored to have you meet with us.

This concludes my report.



**Staff Senate Report to Board of Trustees
June 22, 2011
ANNUAL REPORT**

Chairman Adams, fellow Board Members, Chancellor Nelms, invited guests - thank you for an opportunity to provide the annual report for NCCU Staff Senate.

This academic year, we attempted to provide very meaningful presentations during the Staff Senate meetings. Our goal was to keep the campus community updated on various topics of interest in supporting the mission and goals of the university. My report will include the following: University Support, Collaboration & Community Service, and Staff Support

UNIVERSITY SUPPORT

University Strategic Plan

We had a presentation of the University Strategic Plan and the presenters (Dr. Pauletta Bracy and Mr. Johnnie Southerland) requested the staff's input. The staff provided helpful feedback and suggestions towards the implementation of the plan.

State Employees' Combined Campaign

We had a presentation of the State Employees' Combined Campaign, for which I served as co-chair along with Johnnie Southerland and Virginia Politano. We solicited the staff's support in reaching our \$10,000 goal, of which we tripled and raised over \$30,000. This success was largely due to the number of employees (staff and faculty) that were recruited to serve as Volunteer Team Captains to inform their assigned areas about the campaign and to encourage them to give.

NCCU Mentoring Program

We had a presentation on the NCCU Mentoring Program from Ms. Earlinda Elder-Albritton, requesting the staff's support in serving as mentors for the students. Several staff members were either already serving as mentors or signed up after the presentation to serve as mentors.

Retool Your School

Faculty, Staff and Students pulled together in the Retool Your School effort by voting and asking friends and family members to vote every day for NCCU. This was a great team effort that proved to be beneficial for the University.

COLLABORATION & COMMUNITY SERVICE

Habitat for Humanity

Each monthly meeting, we include Habitat for Humanity on our agenda and allow a representative to provide updates. It was reported by the representative that the largest participants in building Habitat House #2 were staff and students.

Have a Heart Campaign

In partnership with the other 16 campuses in the UNC System, we participated in a month of service, "Have a Heart Campaign" to collect donations for local food banks and charities. NCCU Faculty, Staff and Students worked together to collect several containers of toiletries, which were donated to the Genesis Home for Homeless Women with Children. During one of our staff meetings, a student representative (Brie Haupt) shared with the staff how the students learned of this effort and requested that containers be placed in the residential halls so they could donate.

School of Science and Math Food Drive We donated to the School of Science and Math's food drive, which helped them break the Guinness World Record for having the largest food drive in 24 hours at one location.

NCCU First Annual Read A Thon – Several staff members participated in the NCCU's first annual Read- A-Thon during the National Literacy Week.

University Functions & Events

Staff assisted in various campus functions throughout the academic year and served as volunteers, hosts, committee members, etc., as needed.

STAFF SUPPORT

Staff Senate Scholarships

We provided 5 staff members with scholarships for this academic year (3 for the Fall and 2 for the Spring). We want to continue this benefit and will seek innovative ways on ensuring funds are maintained towards staff scholarships.

Tuition Assistance Program and Book Loan Program

Several staff members used the Tuition Assistance Program and the Book Loan Program this year. I am hopeful that both of these programs will continue as they are great benefits for the staff and provide the needed assistance for staff to pursue their educational goals. Staff members are enrolled in various degree programs.

Staff Holiday Affair

Although we had snow and ice, the Staff Holiday Affair was very successful. It was a good event and it gave employees an opportunity to enjoy each other outside of the work environment. At a time when we have not been receiving pay increases, this affair served as an opportunity for us to say "thank you" to the staff for all of their extended

efforts – volunteering and serving on various committees and roles in addition to their regular jobs.

Spring Fling 2011

This fundraiser was not as successful as we had hoped; however, we were able to add some additional funds to our account, which will be used towards scholarships for the staff.

Other Informational Sessions

We invited various speakers to our Staff Senate meetings to provide very informative and beneficial presentations and updates to the staff. Some of the presentations included:

- | | |
|----------------------------|-----------------------------|
| 1) HR/Benefits/EEO | 6) New Parking Deck/Rates |
| 2) Campus Rec & Wellness | 7) QSI/NCCU Listens |
| 3) Eagle Club | 8) New Bookstore |
| 4) Annual Giving | 9) Faculty/Staff Meal Plans |
| 5) Network Refresh Project | 10) Lunch & Learn Sessions |

New Executive Officers – Staff Senate

May 19th was the last meeting for the academic year and during this meeting, the results of Staff Senate Executive Officers election was announced. Effective July 1st, the Executive Officers will be:

Vice-Chair: Robert Lawson (Public Relations)

Parliamentarian: Vernelle Massey (Registrar's Office)

Treasurer: Chevella Thomas (Fixed Assets)

Secretary: Karen Coleman (School of Business)

Daphine Richardson (Human Resources) was elected to serve another term as Chair of Staff Senate.

Finally, I want to openly thank the outgoing Executive Committee Members – Charles Simpson (Vice Chair), Cassandra Madden (Parliamentarian), Kendra Cardwell (Treasurer) and Yolonda Wilder (Secretary) for their support and assistance during this academic year. They provided great support to Staff Senate and without them; I would not have been as effective in my role as Chair.

We will continue to work with administrators, faculty, staff and students in supporting the university by giving of our time and resources as needed.

In Truth and Service,

Daphine Richardson
Chair, Staff Senate