

**BOARD OF TRUSTEES MEETING**  
**The University of North Carolina at Chapel Hill**

The Board of Trustees met in regular session at The Carolina Inn, Chancellor's Ballroom, on November 20, 2002 at 5:05 p.m. Chairman Burnett presided.

**ROLL CALL**

Assistant Secretary Brenda Kirby called the roll and the following members were present:

Timothy B. Burnett, Chairman  
Jean Almand Kitchin, Secretary  
Philip G. Carson  
Russell M. Carter  
Jennifer A. Daum  
Paul Fulton, Jr.  
Karol V. Mason  
David E. Pardue, Jr.  
Nelson Schwab III  
A. Donald Stallings  
Richard Y. Stevens

The following members were absent:

Richard T. Williams, Vice Chairman  
James E. S. Hynes

**REPORT OF THE BUILDINGS AND GROUNDS COMMITTEE**

Mr. Pardue, chair of the Buildings and Grounds Committee, presented the committee's report on the following items, which were previously approved by the committee.

- Concept design of the Arts Common Plan  
(ATTACHMENT A)
- Design of the Campus Services Support Facilities (Printing, Grounds, and Environment, Health & Safety buildings)  
(ATTACHMENT B)
- Designer selection of the following three firms in priority order as listed for renovation to Rosenau Hall:
  1. Heery International, P.C. – Raleigh, North Carolina
  2. FWA Group – Charlotte, North Carolina
  3. Anshen & Allen Architects – Baltimore, Maryland  
(ATTACHMENT C)
- Site selection for the Manning Steam Plant (located between the existing electrical substation and Hibbard Drive, west of the Craige Parking Deck)  
(ATTACHMENT D)
- Lease acquisition of approximately 3,186 square feet of office space at 800 Eastowne Drive, Suite 100, Chapel Hill, Orange County, North Carolina, from Philip D. Pearsall for the School of Public Health, Department of Nutrition. The lease term is one three-year period commencing October 1, 2002, or as soon thereafter as possible at an initial annual rent not to exceed \$52,569 or \$16.50 per square foot, including utilities and janitorial services. There are two one-year renewal options with 4% annual increases.

The lease was submitted to the Buildings and Grounds Committee with the initial annual rent not to exceed \$57,348 or \$18.00 per square foot. This was rejected by the committee and approved as per the amounts indicated above. All other terms were approved as submitted.

(ATTACHMENT E)

- Lease acquisition of approximately 26,133 square feet of office space at University Square, East and West Towers, 143 West Franklin Street, Chapel Hill, Orange County, North Carolina, from US/GT, LLC for the Carolina Population Center. The lease term is one five-year period commencing February 1, 2003, or as soon thereafter as possible at an initial annual rent not to exceed \$424,661.25 or \$16.25 per square foot, including utilities and janitorial services. Beginning in

the second year of the lease, the annual rent will increase 3% per annum. There is one three-year renewal option with 3% annual increases.

(ATTACHMENT F)

- Lease acquisition of approximately 6,555 square feet of office space at Bank of America Plaza, 137 East Franklin Street, Suite 500C and 500D, Chapel Hill, Orange County, North Carolina, from Franklin Street Plaza, Ltd. for the School of Public Health, Injury Prevention Research Center. The lease term is one five-year period commencing January 1, 2003, or as soon thereafter as possible at an initial annual rent not to exceed \$108,157.50 or \$16.50 per square foot, including utilities and janitorial services. Beginning in the second year of the lease, the annual rent will increase 3% per annum. There is one five-year renewal option with 3% annual increases.

(ATTACHMENT G)

- Lease acquisition of approximately 4,413 square feet of office space at Carr Mill Mall, 200 North Greensboro Street, Suites C8, D5, D-8, D-9, and D-10, Carrboro, Orange County, North Carolina, from Carr Mill Mall Limited Partnership for the School of Medicine, Family Support Network. The lease term is one five-year period commencing January 1, 2003, or as soon thereafter as possible at an initial annual rent not to exceed \$72,372 or \$16.40 per square foot, including utilities and janitorial services. Beginning in the second year of the lease, the annual rent will increase 2% per annum. There is one three-year renewal option with 2% annual increases.

(ATTACHMENT H)

Mr. Pardue moved ratification by the Board of the above items. Mr. Stevens seconded the motion and it carried.

The committee requested that further information be brought to them on the following item that was not approved by the committee.

- Property sale of approximately 0.5 acres (20,555 square feet) of undeveloped and unbuildable land (a portion of a certain parcel located on the west side of Boundary Street and the north side of Senlac Street in Chapel Hill, North Carolina on which the UNC Press facility, also known as Brooks Hall, is located)

(ATTACHMENT I)

The following items were presented previously to the committee for information only (no formal action was requested at that time).

- Preliminary design review of the Campus Services Support Facilities (Building for Construction Shops)

(ATTACHMENT J)

- Preliminary design review of the Chilled Water Thermal Storage Facility

(ATTACHMENT K)

- Foundation projects process

a. The University of North Carolina at Chapel Hill Foundation, Inc.

i. Addition to the Ackland Art Museum – Polshek Partnership, New York City, New York

ii. Student Family Housing – The Ron Strom Company, Chapel Hill, North Carolina

b. The Kenan-Flagler Business School Foundation, Inc.

i. Addition to McColl Building – Calloway Johnson Moore West, Winston-Salem, North Carolina

c. John Motley Morehead Foundation

i. Addition and Renovation to Morehead Planetarium – E. Verner Johnson and Associates, Boston, Massachusetts

(ATTACHMENT L)

Mr. Pardue commented that the grounds maintenance facility on Estes Drive continues to trouble the Elkin Hills neighbors. A statement from the Elkin Hills Neighborhood Organizing Committee to the Members of the UNC-CH Board of Trustees Buildings and Grounds Committee was handed out at the committee meeting. A copy of the statement was also handed out to the other members of the Board. [A copy of the statement is filed in the Office of the Assistant Secretary.]

Mr. Pardue also commented on the Arts Common portion of the Master Plan related to the West House. He indicated that there are groups who are expressing disagreement with plans to demolish West House. Mr. Pardue suggested that it might be possible for interested parties to raise money to have West House moved to another location near the campus. An estimated cost for this would be \$500,000.

**MOTION TO CONVENE IN CLOSED SESSION**

On motion of Ms. Kitchin, seconded by Mr. Pardue, the Board voted to convene in closed session pursuant to North Carolina General Statutes Section 143-318.11 (a) (1) (to prevent the disclosure of privileged information under Section 126-22 and the following); and also pursuant to Section 143-318.11 (a) (2), (3), (5), and (6).

**CLOSED SESSION**

The Board convened in closed session to discuss matters concerning personnel, prizes and awards, and legal advice.

**EXECUTIVE CLOSED SESSION**

Chairman Burnett convened the Board in executive closed session to discuss a personnel matter.

**OPEN SESSION**

Chairman Burnett reconvened the meeting in open session.

**RECESS**

The Board meeting recessed at 6:15 p.m.

**RECONVENE**

The Board meeting reconvened at 8:05 a.m. on November 21, 2002 at The Carolina Inn, Chancellor's Ballroom. Chairman Burnett presided.

**ROLL CALL**

Assistant Secretary Brenda Kirby called the roll and the attendance was the same as on November 20.

**CONSENT AGENDA**

**Approval of Minutes**

On motion of Mr. Schwab, seconded by Mr. Stallings, the minutes of the regular meeting of September 25-26, 2002 were approved as distributed.

**Ratification of Mail Ballots**

On motion of Mr. Schwab, seconded by Mr. Stallings, the following mail ballots were approved as distributed:

- Mail ballot dated October 16, 2002 (Personnel items for information, Personnel items for action in Academic Affairs, Personnel items for action in Health Affairs, and Personnel items for consultation)  
(ATTACHMENT M)
- Mail ballot dated October 31, 2002 (design for the Kenan Stadium Video Score Board)  
(ATTACHMENT N)

**CHAIRMAN'S REMARKS**

Chairman Burnett began his remarks by congratulating Mr. Stevens on his election to the North Carolina Senate. Mr. Stevens will resign from the Board of Trustees in January 2003.

Chairman Burnett commented on the William Richardson Davie Awards dinner and award ceremony that was held Wednesday evening. The 2002 Davie Award Recipients were Christopher C. Fordham III, Chapel Hill, North Carolina; Henry E. Frye, Greensboro, North Carolina; and C. Dixon Spangler, Jr., Charlotte, North Carolina.

Chairman Burnett concluded his remarks by commenting on the recent news articles concerning the departure of Susan Ehringhaus from her position as vice chancellor and general counsel of the University. He reiterated the Board's support of the Chancellor in this matter.

**RESOLUTION OF APPRECIATION**

Secretary Kitchin read the following Resolution of Appreciation for Dean Robert Sullivan.

RESOLUTION OF APPRECIATION  
FOR  
DEAN ROBERT S. SULLIVAN

**WHEREAS**, Robert S. Sullivan served as Dean of the Kenan-Flagler Business School from 1998 through 2002 and brought to the School and University his remarkable vision, energy, and passion for innovation and entrepreneurship; and, whereas, during his tenure he strengthened the ties between the School and The Frank Hawkins Kenan Institute of Private Enterprise, in which four dynamic new centers of excellence were established;

**WHEREAS**, Dean Sullivan sharply expanded the School's global presence in the makeup of its faculty and student body, in the new Global Scholars Program for undergraduates, in the deeper relationship of the School with Mexico's Monterrey Tech, and in the launch of the OneMBA Global Executive Program in partnership with four international business schools on four continents;

**WHEREAS**, Dean Sullivan acted as a powerful catalyst for creating companies and jobs for North Carolina's new economy by teaching "Launching the Company" and by connecting the people with marketable ideas to the people who could take those ideas to market, thereby helping bring into existence five new companies in 2001;

**WHEREAS**, Dean Sullivan brought a drive to achieve the highest quality in the Kenan-Flagler Business School's students, faculty and programs – a pursuit of excellence that has resulted in national top-five, top-ten, and top-twenty rankings for virtually every degree program and department in the School and has enhanced the School's reputation for innovation, mastery of technology, global engagement, and entrepreneurship;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of The University of North Carolina at Chapel Hill congratulates Robert S. Sullivan on a job superbly done and expresses its deepest appreciation for his outstanding work on behalf of the Kenan-Flagler Business School and the University.

Mr. Stallings moved approval of the Resolution of Appreciation for Dean Sullivan. Mr. Carter seconded the motion and it carried.

**CHANCELLOR'S REMARKS**

Chancellor Moeser commented on the recently formed search committee for the deanship at the Kenan-Flagler Business School.

Chancellor Moeser commented on the Measures of Excellence for the University, which will be presented by Executive Vice Chancellor and Provost Robert Shelton later in the meeting. At the Board's September meeting, a draft was presented for discussion; information has been incorporated into the current document that will be presented for discussion by the Board.

Chancellor Moeser introduced Glenn George, who is the University's deputy general counsel and will become acting general counsel effective January 1, 2003.

### **STUDENT BODY PRESIDENT'S REMARKS**

Ms. Daum commented as follows.

"The mechanisms for creating an environment of integrity and virtue at Carolina are in place, but they must be given attention in order to truly flourish. Just as with any other community, to achieve anything there must be a commitment. Selling the Honor System to prospective students and working to instill its cultivation with the current student body are simple things, but both will go a long way toward making the University of North Carolina a better place for everyone."

That passage was authored by a sophomore at Carolina, a student with no formal training in the Honor System and without any affiliation to the Judicial Branch of Student Government. It is indicative of something new on our campus—the rebirth of a genuine discussion of honor and integrity at UNC.

Over the course of the last few months, students in growing numbers have begun to discuss what makes our University truly great. As we decide which measures of excellence to adopt as reflections of our status nationwide, I urge this body to consider the intangible qualities along with those easily quantified—our caliber as an institution as measured in test scores and a sense of community, placement of our graduates in elite programs and a student's pride in her school.

On the subject of honor at UNC, another student writes, "The first direct effort at change has to be a drive to define both honor and integrity on the University level. Too many students consider honor and integrity to be either ephemeral or antiquated or both. To demonstrate the opposite simply through adopting widely known definitions of both terms in plain English would do a great deal to make honor and integrity relevant."

Student leaders want to return to the ideals of honor and integrity as expectations of every member of the University community—and we are making a real grassroots effort to make it so. Last year, the Chancellor commissioned a Task Force to make recommendations regarding the Honor System. Now, the Committee on Student Conduct—a team of students, faculty, and administrators—is working overtime to produce recommendations for Student Congress and the Faculty Council. The immediate goal of the Committee on Student Conduct is to improve due process, to conduct our honor system more efficiently, and to further develop relations between students and faculty. The end of the new and improved system and the point to each of the dynamic institutional changes underway is the cultivation and protection of a community that talks about honor and defends its integrity zealously.

And real reforms have begun. Earlier in my administration, a collaborative effort between many student leaders representing all three branches of government lobbied to list driving under the influence on campus as an Honor Code violation. The new regulations were passed and our campus is safer because students know that their actions will have consequences and will think twice before getting in their cars. Friends are more likely to confiscate keys, and the University is better off. It is a small change, and a prelude to enormous system reform, but it gives me hope—with the power to govern themselves, the students at the helm have chosen to set their own standards and make the Honor System work better.

The Student Advisory Committee to the Chancellor, now also serving as the Student Advisory Committee to the Board of Trustees, has engaged Chancellor Moeser with this ongoing conversation. Two members of this committee have taken it upon themselves to write about how they feel honor and integrity can become more than just buzzwords—we want these ideals to permeate the campus and be a constant reminder that the value of our degree is directly linked to the moral code that each member of the University community upholds.

Some of the suggestions introduced at SACC meetings include incorporating the topic of honor and integrity into the application process, adding the possibility of a "distinction in honor" to graduating seniors, and vigorously defending the suggestion of an ethics and morality requirement in the proposed new University curriculum. Again, it is student leaders that have taken the initiative to address the cultural issues that extend far beyond what the Honor System could accomplish alone.

For over 200 years, students have determined the standards to which they want to be held, and even today we firmly believe that student self-governance—the ability to have a collective standard and to be judged by one’s peers—is one of the University’s most precious assets. We have a rich history, not simply of student involvement, but of genuine student leadership in its truest sense—taking ownership of our campus, making decisions that enable us to improve ourselves and our community, working to steer Carolina towards something better.”

**REPORT OF THE FINANCE COMMITTEE**

Mr. Schwab, chair of the Finance Committee, presented the committee’s report on the following consent agenda items, which were previously approved by the committee.

- Endowment Fund Annual Report for Fiscal Year Ending June 30, 2002. The report will be transmitted to the Board of Governors.  
(ATTACHMENT O)
- Change in use of the Cassas Endowment Fund  
(ATTACHMENT P)

Mr. Schwab moved ratification by the Board of the above consent agenda items. Ms. Mason seconded the motion and it carried.

The following items were presented previously to the committee for information only (no formal action was required).

- Report of Investment Funds by Max Chapman, chairman, The University of North Carolina at Chapel Hill Foundation Investment Fund, Inc.
- Overview of the University Financial Structure (including the UNC System Enrollment Funding Model and a brief introduction to the new G.A.S.B. financial statement formats, including new terminology used to describe the University’s financial position) by Vice Chancellor Nancy Suttentfield, Finance and Administration  
(ATTACHMENT Q)
- Budget Status Report for First Quarter of Fiscal Year 2003 by Vice Chancellor Suttentfield  
(ATTACHMENT R)

Mr. Fulton updated the Board on the progress of the Carolina First Campaign. Some of the things accomplished by the campaign so far include the commitment of 93 professorships, 115 endowed undergraduate scholarships, 60 expendable undergraduate scholarships, 68 endowed graduate fellowships, and 28 expendable graduate fellowships; and most recognizable is Hyde Hall, the new home to the Institute for the Arts and Humanities.

**REPORT OF THE UNIVERSITY AFFAIRS COMMITTEE**

Mr. Carter, chair of the University Affairs Committee, commented on a previous meeting attended by some members of the University Affairs Committee (Trustees Carson, Carter, and Kitchin) and members of the Chancellor’s Committee on Greek Affairs. Cindy Wolf-Johnson and Dean Bresciani assembled the meeting. Ms. Daum also attended the meeting.

The group discussed issues of concern within the Greek Community in terms of rush, boarded-up houses, and alumni involvement. There are also a lot of positive things occurring in the Greek Community in terms of investment, remodeling and renovations of historic buildings on campus.

Mr. Carter stated that the committee was primarily trying to get a direction from the group as to what they are working on so the University Affairs Committee can work in conjunction with the Chancellor’s Committee on Greek Affairs and the Office of Student Affairs to bring some issues to resolution and conclusion that may have been studied and evaluated for a number of years. The group is also trying to create an environment separating student

conduct issues from previous years and work on specific structural elements that pertain to Greek Life that possibly some reform and/or evaluation can be adopted.

Mr. Carter commented that the group will be meeting on a regular basis and is well represented by a number of groups that have involvement in the Greek Community and it is anticipated that there will be a number of action items to come before the University Affairs Committee in the early Spring.

Mr. Carter stated that the committee had issued an invitation to the Faculty Chair to join the University Affairs Committee at the meeting table. He advised Faculty Chair Sue Estroff about this and she was extremely receptive. She was unable to attend this committee meeting due to a previous commitment.

Mr. Carter presented the committee's report on the following items, which were presented previously to the committee for information only (no formal action was required).

- Increasing Graduate Enrollment: Strategies for Recruitment, Retention and Increased Support by Dean Linda Dykstra, Graduate School.
- Open Discussion with the Academic Leadership by Executive Vice Chancellor and Provost Robert Shelton

Chairman Burnett asked when the Salary and Gender Equity Report would be presented to the Board. Dr. Shelton responded that due to the extensive amount of work remaining to be done on the report, it would be Spring 2003 when the report will be ready for presentation to the Board.

Chairman Burnett also inquired concerning when there would be definitive decisions made on the issues being considered by the Chancellor's Committee on Greek Affairs. Mr. Carter responded that during the next two to three months the Chancellor's Committee on Greek Affairs and the University Affairs Committee will be engaged in discussions and it is hoped there will be a report brought to the Board in the spring of 2003.

Ms. Kitchin stated that she would be serving as the Board of Trustees liaison to the Chancellor's Committee on Greek Affairs.

### **MEASURES OF EXCELLENCE**

The first draft of the Measures of Excellence was presented to the Board for consideration at its September 26, 2002 meeting at which time the Board made comments and suggestions to the measures.

Dr. Shelton presented the following version of the Measures of Excellence, a copy of which was distributed to the Board. [A copy of the Measures of Excellence is filed in the Office of the Assistant Secretary.]

#### I. UNDERGRADUATE EDUCATION

- Proportion of courses with under 20 enrollment
- Financial Accessibility
  - Merit scholarships, including National Merits
  - Need-based scholarships (percentage of need)
- Freshmen retention rates
- Four-, five-, and six-year graduation rates
- Student experience: quality of teaching and advising; level of engagement (NSSE/CSEQ)
- Rate of student participation in enrichment programs (e.g., research, independent studies, internships, honors)
- Distinguished scholarship recipients (e.g., Rhodes, Marshall, Fulbright)

- II. GRADUATE AND PROFESSIONAL EDUCATION
  - University-wide indices
    - Competitive research awards and fellowships
    - Total externally funded training grants and awards
  - School-specific indices
    - Admission scores
    - Passing rates for professional examinations
    - Placement of doctoral and master's recipients
    - Student evaluation of quality of instruction, research supervision, and professional training
- III. INTELLECTUAL CAPITAL: FACULTY
  - Faculty awards and prizes (e.g., NEH, Fulbright, Humboldt, Guggenheim)
  - Memberships in research, scholarly, and creative societies (e.g., American Academy of Arts and Letters, National Academy of Science, Institute of Medicine)
  - Leadership roles in professional, disciplinary, educational and service societies
- IV. INTELLECTUAL CAPITAL: RESEARCH
  - Total external funds for research, scholarship, and artistic creation; support per faculty FTE
  - Number of postdoctoral appointees
  - Ranking of library system by the Association of Research Libraries
  - Number of intellectual property disclosures
  - Number of patents issued times the frequency of citations
- V. STAFF DEVELOPMENT AND PERFORMANCE
  - Number of staff with leadership roles in state and national professional and educational societies and boards
  - Number of staff participating in University professional development activities
  - Trends in departmental performance measures
- VI. ENGAGEMENT AND PUBLIC SERVICE
  - Number of jobs created through external grants and contracts
  - Number of jobs and businesses created from research patents and licenses
  - Number of client/patient contacts
  - Number of students enrolled in service learning courses
  - Level of volunteer participation by faculty, staff and students
  - External funding for public service initiatives
- VII. INTERNATIONALIZATION
  - Rate of student participation in international and study abroad programs
  - Number of faculty projects providing service to foreign nations
  - Number of faculty engaged in international research and creative activities
  - Level and trend of Title VI, USAID funding
  - Number of international visitors: students and faculty
- VIII. FINANCE AND FACILITIES
  - Standard ratings (Moody, S&P, Fitch)
  - Salaries and benefits
  - Endowment
    - Total
    - Per student
    - Performance
  - Annual giving: total & rate of alumni participation
  - Number of endowed professorships
  - Deferred maintenance: percentage of unmet need
- IX. ATHLETICS
  - Student athletes' academic performance (e.g., graduation rate and ACC Honor Roll)
  - NCAA compliance
  - Director's Cup ranking
  - Competitive excellence (e.g., bowl invitations, championships, top ten performances)
  - Number of students participating in club and intramural sports

The members of the Board and the Chancellor commented on and made suggestions to the Measures of Excellence, which will be refined and brought back to the Board for its review.

Dr. Shelton summarized that the Board wishes to:

- add a parameter to the Measures of Excellence that deals with the retention/longevity rates of staff
- add a measure concerning the quality of the incoming freshman class
- beef up the accessibility factor by looking at the number of applications, or percentage of total applications, received from low-income groups
- include a median time to degree with regard to graduate and professional education
- gather historical data (3-5 years) to see the slopes in a graphic presentation, footnote them to let us know when the parameters are used by other well-known organizations

Dr. Shelton stated that he would be more comfortable if this could be done at the next meeting plus one. He does not wish to delay it, but commented that due to other studies also being compiled, his preference would be a presentation at the Board's meeting in March 2003. Chairman Burnett agreed that it should be complete when it is brought back to the Board.

The Board agreed that future presentations of the Measures of Excellence should be made in separate portions and the Board requested they be provided with the material prior to the Board meeting. Chairman Burnett also recommended that the graphs be indicated in some manner as to their order of importance to the Measures of Excellence.

#### **MOTION TO CONVENE IN CLOSED SESSION**

On motion of Ms. Kitchin, seconded by Mr. Schwab, the Board voted to convene in closed session pursuant to North Carolina General Statutes Section 143-318.11 (a) (1) (to prevent the disclosure of privileged information under Section 126-22 and the following); and also pursuant to Section 143-318.11 (a) (2), (3), (5), and (6).

#### **CLOSED SESSION**

#### **REPORT OF THE FINANCE COMMITTEE**

Mr. Schwab, chair of the Finance Committee, presented the committee's report on the following items, which were previously approved by the committee.

- Report of the Committee on Honorary Degrees and Special Awards. Joseph Ferrell, secretary of the faculty, presented the report to the committee concerning the selection of six nominees for Distinguished Alumna/Alumnus Awards to be presented at the University Day Convocation on October 12, 2003. [A copy of the Report of the Committee on Honorary Degrees and Special Awards is filed in the Office of the Assistant Secretary.]

Mr. Pardue moved ratification by the Board of the Report of the Committee on Honorary Degrees and Special Awards. Mr. Stevens seconded the motion and it carried.

- Report of the Naming Committee by Vice Chancellor Kupec. [A copy of the Report of the Naming Committee is filed in the Office of the Assistant Secretary.]

Mr. Schwab moved ratification by the Board of the Report of the Naming Committee. Mr. Fulton seconded the motion and it carried.

#### **REPORT OF THE UNIVERSITY AFFAIRS COMMITTEE**

Mr. Carter, chair of the University Affairs Committee, presented the committee's report on the following items, which were previously approved by the committee.

- Personnel changes in Academic Affairs  
(ATTACHMENT S)
- Personnel changes in Health Affairs  
(ATTACHMENT T)
- Personnel tenure-conferring actions  
(ATTACHMENT U)
- Personnel change for consultation. The Chancellor will forward this information to the President and the Board of Governors.  
(ATTACHMENT V)

The personnel changes for information did not require action by the Board.  
(ATTACHMENT W)

Mr. Stallings moved ratification by the Board of the personnel and salary actions listed above. Ms. Kitchin seconded the motion and it carried.

#### **LEGAL ADVICE**

Ms. Glenn George, deputy general counsel, advised the Board regarding several legal matters.

#### **EXECUTIVE CLOSED SESSION**

Chairman Burnett convened the Board in executive closed session to discuss a personnel matter.

#### **DEEP EXECUTIVE CLOSED SESSION**

Chairman Burnett convened the Board in deep executive closed session.

#### **OPEN SESSION**

Chairman Burnett reconvened the meeting in open session.

#### **ADJOURNMENT**

There being no further business to come before the Board, Mr. Stevens moved that the meeting be adjourned at 12:50 p.m. Mr. Carson seconded the motion and it carried.

---

Assistant Secretary