I seek approval for the appointment Dr. Robert A. Blouin as the University’s next Executive Vice Chancellor and Provost. The proposed appointment, if approved, will be effective September 18, 2017.

This appointment is being made due to the recent resignation of the current Executive Vice Chancellor and Provost. It is a critical time for the university as we move forward this fall on a number of significant initiatives. If we were to launch a nation-wide search process, a successful candidate would be unlikely to start until the beginning of the 2018 academic year due to the academic calendar and associated commitments to his/her respective institution. It is not in the University’s best interest to risk leaving this critical University leadership position vacant or be filled on an interim basis for the remainder of the 2017–2018 academic year.

Several critical initiatives currently underway or soon to launch require a permanent appointee in this role as soon as possible. In order to be successful, I will need to undertake a complete review of the Provost’s Office and plan to add substantial responsibilities to this position. The immediate priorities include, but are not limited to:

- **University Strategic Framework, Blueprint to Next**
  A new University Strategic Framework outlining clear university-wide priorities was developed and adopted by the Board of Trustees in January 2017. The Provost is responsible for leading the implementation of the framework, and a number of the framework’s key initiatives are ready to be resourced and launched during the 2017-2018 academic year. It is imperative that we not lose momentum with these university-wide priorities. In particular, the Provost will be directly responsible for launching Extend Carolina, a strategic cross-campus collaboration to expand Carolina’s mission of high-quality education and increase access to meet changing student and employer needs through a diversified portfolio of online learning.

- **UNC System Strategic Plan, Higher Expectations**
  The UNC Board of Governors adopted a UNC System strategic plan, Higher Expectations, in January 2017 which established metrics in nine key areas. The Provost plays a key leadership role in the current effort of developing and confirming
UNC-Chapel Hill’s contribution to system-level targets, ensuring alignment with our institution’s strategic framework.

- University Budget Model
  We are mid-stream in developing an entirely new budget model that will improve the University’s process for resource management, planning and allocation. The Provost has been leading this initiative with plans for a FY 2019 implementation. Once the new budget model is refined, we will need to build the administrative processes and tools to support its integrity and long-term sustainability.

- BOG Funding Model
  While Carolina is evaluating its budget model, this fall, the Board of Governors Funding Model Task Force is evaluating the current system-wide enrollment based funding model. This is the first time the formula is being evaluated since 1998 and it will be critical to our financial stability. The Task Force wants to recognize the distinct missions of each UNC institution and how those differences affect the underlying cost structure of our institutions. The Provost needs to be integrally involved in these system-level deliberations.

- Ongoing NCAA Deliberations
  The University’s hearing with the NCAA is August 16 and 17, 2017. While the Provost will not be in attendance, he will need to be heavily involved in all subsequent actions involving the university’s response to the Amended Notice of Allegation.

- UNC-CH Capital Campaign
  The University will be launching a $3+ billion comprehensive capital campaign in Chapel Hill in October 2017, followed by events in New York, California, Atlanta and Florida. As the university’s chief academic officer, the Provost must be involved in all launch events, engaged in fundraising with lead donors, and advocating for key campaign priorities in support of the overall campaign.

- Carolina Service
  Phase One of Carolina Service is set to launch this academic year. The Provost serves a critical role in coordinating this effort and guiding the process through to implementation. Carolina Service will restructure how finance, information technology, human resources, communications and research administration are delivered across the University, and ensure that we improve support to faculty and staff, increase accountability, and enhance efficiency.

Dr. Blouin is currently the Vaughn and Nancy Bryson Distinguished Professor, Director of the Eshelman Institute for Innovation, and has served as Dean of the UNC Eshelman School of Pharmacy at the University since July 2003. His extensive career and experience within higher education and his distinguished service at the University make him particularly well suited and highly qualified for the position of Executive Vice Chancellor and Provost at this time. He has been integrally involved with the development of the University Strategic
Framework, has extensive experience in the university’s research mission, and has proven to be an exceptional fundraiser.

Since Dr. Blouin became dean in July 2003, the UNC Eshelman School of Pharmacy has seen significant growth and has undertaken a number of innovative initiatives. The School and its doctor of pharmacy program are ranked number one in the nation by U.S. News & World Report. Enrollment has increased by 23 percent since 2005 to approximately 650 students. A number of those students study at the School’s satellite campus in Asheville, North Carolina, which was launched in 2011.

The research enterprise at the UNC Eshelman School of Pharmacy has expanded greatly during Blouin’s tenure. The School’s total research funding stood at approximately $2.2 million in 2002. By 2016, funding had grown to nearly $36 million, and the School is currently second among the nation’s pharmacy schools in total research funding. The size of the school’s facilities has nearly doubled to 315,000 square feet with the opening of the Genetic Medicine Building in 2008 and Marsico Hall in 2014. Most of the space in the new buildings is dedicated to research. The number of faculty at the School has grown by more than 70% since 2005 to nearly 110, and there are more than 100 graduate students enrolled, an increase of more than 25 percent since 2005.

In 2014, thanks to Dr. Blouin’s leadership, the School received a $100 million gift from Fred Eshelman, the largest from an individual in the University’s history and the largest ever to a pharmacy school in the United States. The gift established the Eshelman Institute for Innovation, which aims to inspire a culture of innovation where imagination and creative solutions accelerate change in education, research and health care.

Before coming to UNC, Blouin was a faculty member and administrator at the University of Kentucky College of Pharmacy from 1978 to 2003. Blouin last served as professor and associate dean for research and graduate education from 1997 to 2003 at the University of Kentucky College of Pharmacy. His responsibilities as associate dean included overseeing the development and expansion of the Center for Pharmaceutical Sciences and Technology, a multimillion-dollar cGMP drug formulation and manufacturing facility. As the executive director of the Office for Economic Development and Innovations Management, he served as the College of Pharmacy representative on all issues external to the University of Kentucky and those relating to economic development of the pharmaceutical sciences. He represented the college on several statewide biotechnology initiatives and has worked to advance faculty-based intellectual property.

Dr. Blouin was selected as the 2016 recipient of the American College of Clinical Pharmacy’s Paul F. Parker Medal for Distinguished Service to the Profession of Pharmacy, one of the pharmacy profession’s most prestigious awards. He also received an honorary degree from the Monash University in Melbourne, Australia in May 2017.

Dr. Blouin’s impressive track record at the Eshelman School of Pharmacy and as the leader of a number of university-wide initiatives, his extensive relationships with faculty and staff throughout the university, his experience as an educator, research, innovator and
administrator, and his reputation through the state, region and country make him the best choice to serve as the next Executive Vice Chancellor and Provost for UNC-Chapel Hill.

The proposed annual salary for Dr. Blouin is $469,742. Dr. Blouin’s present base salary is $291,079 plus an administrative supplement of $25,000 for serving as Dean, and an administrative supplement of $41,764 for serving in the secondary appointment of Director of the Eshelman Institute for Innovation. The newly proposed total compensation request represents a 61.38% increase from his current base salary of $291,079, and a 31.27% increase from his current total compensation amount of $357,843.

The Board is asked to approve both Dr. Blouin’s appointment to Executive Vice Chancellor and Provost, a Tier I SAAO, and his proposed new salary amount. All of Dr. Blouin’s terms and conditions of employment are standard for Senior Officers of this rank in accord with the University’s EHRA Non-Faculty Employment Policies.

I am attaching a copy of Dr. Blouin’s CV for your information. I look forward to answering any questions you may have regarding Dr. Blouin’s proposed appointment, as I believe Dr. Blouin will continue to make a substantial and long-lasting contribution to our University in this new capacity. Presuming your approval, Dr. Blouin’s proposed salary increase is then subject to final approval by the UNC Board of Governors.
CURRICULUM VITAE
ROBERT A. BLOUIN
(Revised July 2017)

GENERAL INFORMATION

Home Address: 102 Lake Manor Road
Chapel Hill, NC 27516
(919) 218-5611 (cell)

Office Address: UNC Eshelman School of Pharmacy
University of North Carolina at Chapel Hill
CB# 7355, 100C Beard Hall
Chapel Hill, NC 27599-7355
(919) 966-1122 (Office)
(919) 966-6919 (Fax)
E-mail: bob_blouin@unc.edu

EDUCATION

1975 Bachelor of Science: Massachusetts College of Pharmacy
(Pharmacy) Boston, Massachusetts
1978 Doctor of Pharmacy: College of Pharmacy
University of Kentucky
Lexington, Kentucky
1975-78 Residency: University of Kentucky Medical Center
Lexington, Kentucky

PROFESSIONAL EXPERIENCE

1978-1984 Assistant Professor, University of Kentucky, College of Pharmacy
Director, Clinical Pharmacokinetics Program, University of Kentucky Medical Center
1984-1989 Associate Professor, University of Kentucky, College of Pharmacy, Clinical Practice Division
1984-2003 University of Kentucky Graduate Faculty (Full Member)
1984-1989 Associate Director, Drug Product Evaluation Program
1985-2003 Member, Toxicology Graduate Faculty
1985-1988 Member of Core Faculty, Geriatric Education Center Grant
1986-2003 Member, Lucille Parker Markey Cancer Center
1987-1988 Sabbatical, F. Hoffmann-LaRoche, Basel, Switzerland
1987-1998 Director, Clinical Pharmacology Program
1989-2003 Professor, University of Kentucky, College of Pharmacy,
Division of Pharmacology and Experimental Therapeutics
1994-1996 Director, Summer Minority Undergraduate Research Program in Clinical Pharmacology
1997-2003 Associate Dean for Research and Graduate Education
2001-2003 Executive Director - Economic Development and Innovations Management
2003- Dean, Vaughn and Nancy Bryson Distinguished Professor, UNC Eshelman School of Pharmacy
The University of North Carolina at Chapel Hill
2015- Director, Eshelman Institute for Innovation
2009- Co-founder: Infoporte Solutions – Software development company supporting academic institutions human resource, business and finance, and grant and contract business needs. First launch of Infoporte™ occurred in the summer of 2009 at The University of North Carolina at Chapel Hill.


ADMINISTRATIVE EXPERIENCE

Summary of Administrative Activities as Dean at the University of North Carolina

Dean (July 2003 – present): This position reports directly to the Provost and serves as the primary Chief Executive Officer of the UNC Eshelman School of Pharmacy. The UNC Eshelman School of Pharmacy has experienced unprecedented growth in its research and education programs over the past fourteen years and is consistently ranked amongst the top academic pharmacy programs in the world. The School is currently ranked #1 by US News & World Report ranking US Pharmacy Schools, #1 by TFE Times ranking US Pharmacy Schools, #2 by US News & World Report ranking of Global Universities under the subject area of Pharmacology and Toxicology, and #10 by QS World University Rankings under the subject area of Pharmacy and Pharmacology programs. The School successfully launched an innovative satellite professional degree-granting program in Asheville, NC. The School’s Educational Renaissance initiative has received critical acclaim throughout the pharmacy academic community and is being used as an exemplary education model on the UNC-CH campus and beyond.

Summary of Administrative Activities as Director of the Eshelman Institute for Innovation (December 2014 – present): This position reports to the Steering Committee of the Eshelman Institute for Innovation, a school-based center of the UNC Eshelman School of Pharmacy. As with all centers and institutes at the University of North Carolina at Chapel Hill, this center is also subject to University and Board of Governors oversight. The Institute was established to accelerate the creation and development of ideas leading to discoveries and high impact changes in education, research and health care. On December 3, 2014, the University of North Carolina at Chapel Hill announced a $100 million commitment from Dr. Fred Eshelman, the largest gift from an individual in the history of the university, to create the Eshelman Institute for Innovation at the UNC Eshelman School of Pharmacy.

Summary of Administrative Activities at the University of Kentucky

Associate Dean for Research and Graduate Education (1997 – 2003): This position reported directly to the Dean of the College of Pharmacy and served as the primary College interface with the Vice President for Research (University of Kentucky) and Associate Vice President for Research and Graduate Studies (A.B. Chandler Medical Center). During this period, the College of Pharmacy made significant progress in securing competitive research funding, nearly tripling its grant and contract portfolio from federal and industrial sponsors. The College was the first in the country to launch a graduate program in the clinical pharmaceutical sciences (1987); a program that remains a model among pharmacy programs across the country. In addition, the College of Pharmacy emerged as a campus leader in the creation of intellectual property and company spin-offs. The Office of the New Economy (direct report to the Governor of the Commonwealth of Kentucky) worked very closely with the College of Pharmacy and supported the development and construction of the Center for Pharmaceutical Science and Technology. This facility became a cornerstone in the University of Kentucky’s Coldstream Research Campus.

Executive Director of the Office for Economic Development and Innovations Management (2000 – 2003): This position reported directly to the Dean of the College of Pharmacy and served as the College of Pharmacy representative in all issues external to the University of Kentucky relating to matters of economic development of the pharmaceutical sciences. Interactions primarily consisted of working with the Commissioner of the Office for the New Economy (Frankfort, Kentucky), Kentucky Council on
Postsecondary Education (Frankfort, Kentucky), Kentucky Economic Development Authority (Frankfort, Kentucky), Lexington Chamber of Commerce (Lexington, Kentucky), Kentucky Science and Technology Corporation “The Innovation Group”, and Lexington United (Lexington, Kentucky).

**Director, Clinical Pharmaceutical Sciences Graduate Training Program (1987 – 1998):** This position was responsible for the creation and development of a graduate training track at the Ph.D. level in the Clinical Pharmaceutical Sciences at the University of Kentucky College of Pharmacy. This program was the first of its kind and has since trained over 30 graduate students to date who have pursued careers in academia, industry, and government.

**TEACHING ACTIVITY**

**PRIMARY RESPONSIBILITIES:**

- PHR 875 Clinical Pharmacokinetics
- PHR 760 Special Problems
- PHR 895 Independent Problems
- PHR 848 Pharmacy Practice III
- PHR 947 Applied Biopharmaceutics and Pharmacokinetics - Primary Responsibility
- PHR 760 Introduction to Clinical Pharmacology

**SECONDARY RESPONSIBILITIES:**

- PHR 876/878 Advance Pharmacotherapeutics
- PHR 868 Pharmacotherapeutics
- PHR 802 Pharmaceutics
- PHR 884 Pharmacy Practice Clerkship
- TOX/PAT 660 Clinical Toxicology and Drug Monitoring
- PAT 821 Laboratory Medicine Case Studies
- PHR 870 Clinical Orientation Clerkship
- PHR 612 Advanced Pharmacokinetics
- PHR 770 Proseminar in Toxicology
- TOX 680 Advanced Toxicology
- PHA 663 Drug Metabolism and Disposition

**ADVISING ACTIVITY**

<table>
<thead>
<tr>
<th>Student</th>
<th>Role</th>
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</thead>
<tbody>
<tr>
<td>Kim Rowse Brouwer</td>
<td>Co-Advisor</td>
</tr>
<tr>
<td>Philip Dickson (Toxicology)</td>
<td>Advisor</td>
</tr>
<tr>
<td>Inder Chaudhary (Toxicology)</td>
<td>Advisor</td>
</tr>
<tr>
<td>Philip Colangelo</td>
<td>Advisor</td>
</tr>
<tr>
<td>Steve Toler</td>
<td>Advisor</td>
</tr>
<tr>
<td>Somsong Tuntaterdtum (Toxicology)</td>
<td>Advisor</td>
</tr>
<tr>
<td>Peter Zannikos</td>
<td>Advisor</td>
</tr>
<tr>
<td>Karen Nishihara</td>
<td>Advisor</td>
</tr>
<tr>
<td>Ming Lu</td>
<td>Advisor</td>
</tr>
<tr>
<td>Amy Roe (Toxicology)</td>
<td>Advisor</td>
</tr>
<tr>
<td>Lihong Peng</td>
<td>Co-Advisor</td>
</tr>
</tbody>
</table>
1994-1999  Kevin Rockich  Advisor
1996-1999  Graham Warren (Toxicology)  Advisor
1996-1999  Samuel Poloyac  Advisor
1998-2002  Peter Van Ess  Advisor
1982-1984  William Fiske  Dissertation Committee Member
1982-1986  Kenneth Brouwer  Dissertation Committee Member
1983-1986  Scott Hamann (Toxicology)  Dissertation Committee Member
1983-1988  Sabah Akrawi  Dissertation Committee Member
1985-1990  Roxanne Hallak  Dissertation Committee Member
1986-1991  Hussein Hallak  Dissertation Committee Member
1987-1991  Mary Freeman (Chemistry)  Dissertation Committee Member
1988-1990  Yolanda Poppell  Dissertation Committee Member
1988-1990  Neil Hoglen (Toxicology)  Dissertation Committee Member
1989-1992  Renli Teng  Dissertation Committee Member
1990-1997  Richard Page  Dissertation Committee Member
1991-1996  David Burgio  Dissertation Committee Member
1992-1997  Naresh Punwani  Dissertation Committee Member
1992-1994  James Meece (Toxicology)  Dissertation Committee Member
1992-1995  Ujjwala Samant  Dissertation Committee Member
1992-1995  Sujatha Thampi (Toxicology)  Dissertation Committee Member
1992-1996  Cheach Yee Oo  Dissertation Committee Member
1992-1997  Yinzi Tang  Dissertation Committee Member
1993-1997  Greg Oakley (Toxicology)  Dissertation Committee Member
1995-1997  William Allan Rees (Toxicology)  Dissertation Committee Member
1996-2002  Mathew Cooper (Toxicology)  Dissertation Committee Member
1996-2003  Philip Gerk  Dissertation Committee Member
1997-2001  Brian Laden  Dissertation Committee Member
1998-2002  Gerome V. Burke  Dissertation Committee Member
1998-2002  Jane Alcorn  Dissertation Committee Member
1998-2002  Nilufer Tampal (Toxicology)  Dissertation Committee Member
1999-2002  Leigh Verbois  Dissertation Committee Member
1999-2000  Chris Cunningham  Dissertation Committee Member
2001-2007  Philip Empey  Dissertation Committee Member

**POST-DOCS AND VISITING SCIENTISTS**

1985-1987  Mary H.H. Chandler  Post-Doctoral Fellow - Pharmacokinetics
1987-1989  Deborah A. Smith  Post-Doctoral Fellow - Pharmacokinetics
1989-1990  Ye Songbai  Visiting Scientist - Pharmacology
1990-1991  Bettina L. Hamelin  Post-Doctoral Fellow - Pharmacokinetics
1991-1993  Beth Israel  Post-Doctoral Fellow - Pharmacokinetics
1989-1993  Abhik Bandyopadhyay  Post-Doctoral Fellow - Molecular Biology
1996-1998  Angela Watson  Post-Doctoral Fellow - Toxicology
1999-2000  Asad Abrahamian  Post-Doctoral Fellow - Toxicology
UNIVERSITY SERVICE

COLLEGE COMMITTEES:

Administrative Council
Research and Graduate Program – Ex-Officio
Student Affairs Committee
Nominations Committee
Appointment, Promotion, and Tenure (Chairman)
ACPE Evaluation Committee
Curriculum Committee
Task Force on Professional Programs (Chairman)
Residency Advisory Committee
Center for Pharmaceutical Sciences at Coldstream Building Committee
Safety and Space
College Executive Committee
Pharmaceutical Sciences Executive Committee - Ex-Officio

MEDICAL CENTER COMMITTEES:

American Cancer Society Institutional Research
Academic Council Medical Center
IACUC Medical Center Subcommittee
Vice Chancellor for Research and Graduate Studies: Search Committee
Executive Committee, Graduate Center for Toxicology
Graduate Center for Toxicology Training Grant Committee
Graduate Center for Toxicology Admission and Finance Committee
Medical Center Clinical Sciences Area Advisory Committee
Graduate Center for Toxicology Academic Performance and Progress Committee
Medical Center Research Advisory Committee
Radiation Safety Committee

UNIVERSITY COMMITTEES:

University of North Carolina
Big Ideas Committee (Committee Chair)
The Lincoln Project (Member)
Health Informatics Oversight Committee (Member)
Dean’s Council (Member)
Clinical Translational Internal Advisory Board (Member)
NC TraCS Internal Advisory Board (Member)
UNC/Duke Collaborative Clinical Pharmacology Postdoctoral Training Program (T32) External Advisory Board
University Cancer Research Fund Oversight Committee (Member)
University Cancer Research Fund Executive Committee (Member)
UNC School of Medicine Liaison Committee on Medical Education (Member)
Pharmacy Foundation of North Carolina Executive Committee (Member)
UNC Campaign Planning Committee (Member)
Associate Vice-Chancellor for Research Search Committee (Member)
Dean, School of Nursing Search Committee (Committee Chair)
Carolina First Campaign Steering Committee (Member)
Task Force on Campus-wide Support Needs for Technology Mediated Teaching and Learning (Member)
A Su Salud Advisor Board (Member)
UNC Engagement Task Force (Member)
UNC Tomorrow: Task Force on Economic Transformation and Community Development (Member)
Kenan Institute Strategic Planning Advisor Board (Member)
Chair, UNC Eshelman School of Pharmacy Executive Committee (Member)
UNC Naming Committee (Member)
UNC Biomedical Research Imaging Center Advisory Committee (Member)
North Carolina Pharmacy Foundation Board (Ex Officio Member)
General Counsel Search Committee, (Member)
UNC Catalyst Board (Chair)
Strategic Framework Subcommittee: An experiential-active-learning/educational transformation initiative connecting all schools with unifying goals and outcomes (Co-Chair)
UNC Global Leadership Council (Member)
Arts and Science Strategic Planning Committee (Member)

University of Kentucky
Technical Advisory Committee of the Tobacco and Health Research Institute
University Self Study Research Subcommittee
Undergraduate Council
Graduate Council
Committee on Fellowship and Traineeships
Scientific Misconduct Review Committee
University Research Advisory Committee
Kentucky Center for Clinical Research and Investigator Services Advisory Committee
Biomedical/Biological Sciences Research Building Planning Committee
Intellectual Property Committee
CPST Building Committee, Chairman
Task Force on Biocomputing
Lexington’s Technology’s Visioning Committee
Program Review - Graduate Center for Toxicology
Program Review - Research and Graduate Studies Administrative and Fiscal Affairs
University of Kentucky Research Foundation Board of Directors
University of Kentucky Futures Task Force

SPECIAL ASSIGNMENTS / PRESENTATIONS

1983-84 SIG on Clinical Pharmacokinetic Practice - Chairman
1983-91 ASHP Research and Education Foundation's Selection Panel for the Fellowship in Clinical Pharmacokinetics
1988-90 Member - ASHP Council on Professional Affairs
1989 Member - Astra Clinical Pharmacy Research Award, Grant Selection Committee
1989 Alternate Member - ASHP Foundation Advisory Committee
1989-90 ACCP Research Affairs Committee
1990 VA Merit Award Reviewer
1990-95 USP Advisory Panel on Geriatrics
1990-92 University of Pittsburgh College of Pharmacy Advisory Committee
1990 ASHP Committee on Guidelines for Research Presentation at SPG Meetings
1991 Advisor, Geriatric Pharmacy Institute, Philadelphia College of Pharmacy
1991-92 ASHP Foundation Strategic Planning Team
1992-94 Elected, ACCP Research Institute Trustee
1992 VA Merit Award Reviewer
1995 Participation in Glaxo/AACP New Dean’s Leadership Institute
1998 Participation in the University of Kentucky Leadership Certificate Course
1999 Scientific Reviewer - Indiana 21st Century Research and Technology Fund
2000 BIO2001 Conference: Biotechnology Kentucky
2000 BIO2001 Conference: Planning Committee
2000 IDeA Workshop: Planning Institutional Grant Submission
2000-03 ACCP Research Institute Trustee
2001-02 ACCP Strategic Planning Committee
2001-03 ACCP Research Institute Fellowship Task Force
2004 Chair, State Employees Combined Campaign (SECC)
2004 NIH Road Map Committee, Member
2005 Administrative Review of the Position of Vice Chancellor for Finance and Business (Chair)
2005 External Advisory Board, Massachusetts College of Pharmacy and Health Sciences
2006 AACP Research & Graduate Affairs Committee
2006 IHI Health Professionals Education Collaborative
2006 AACP Task Force on Clinical Sciences – T1, Chair
2006 Participation in PharmD Pathways to Biomedical Research
2007 ACPE Rutgers Site Visit Team
2007 University of North Carolina CTSA Advisory Committee (present)
2007 Texas Tech Site Visit Team
2007 AACP Educating Clinical Scientists Task Force – T2
2007 University Cancer Research Fund Governance Board (present; legislative mandate)
2008 University of Wisconsin Institute for Clinical and Translational Research External Advisory Committee
2008-present AACP-ALFP (Dean mentor)
2009 University of North Texas Feasibility Committee for a New School of Pharmacy (Chairman)
2011 Good to Great at Carolina: A Conversation with Chancellor Emeritus James Moeser
http://www.youtube.com/watch?v=s7DfDEkyNDo
2012-present Frank Hawkins Kenan Institute for Private Enterprise Advisory Board (UNC)
2012-present AACP Research and Graduate Affairs Advisory Committee (Chairman)
2013-present Advisory Board for the University of North Texas College of Pharmacy
2013-present ACCLAIM Program Retreat Leadership Panel (UNC)
2013-present ACCP Chair-Elect Council of Deans
2013-2014 AACP-ACPE Standards Revision Committee
2013-2014 AACP Chalmers Award Review Committee
2014 ACCP Strategic Planning Committee
2015-present AACP Member of Board of Directors
2015-present Structural Genomic Consortium Board (Representative Member)
2016-present Macy Conference Planning Committee
HONORS/AWARDS

Pharm.D. Resident Impact Award - 1978
Rho Chi Pharmacy Honor Society
Fellow - American College of Clinical Pharmacy - 1991
University of Kentucky College of Pharmacy Outstanding Second Year Professor Award - 1997
University of Kentucky College of Pharmacy B.Sc. Senior Class Award - 1997
University of Kentucky College of Pharmacy Doctor of Pharmacy Senior Class Award - 1997
University of Kentucky College of Pharmacy Outstanding Second Year Professor Award - 1998
University of Kentucky College of Pharmacy Doctor of Pharmacy Senior Class Award - 1998
University of Kentucky College of Pharmacy Doctor of Pharmacy Senior Class Award - 1999
University of Kentucky College of Pharmacy Outstanding Second Year Professor Award - 2000
University of Kentucky College of Pharmacy Doctor of Pharmacy Senior Class Award - 2000
Fellow - American Association for Pharmaceutical Scientists - 2001
University of Kentucky College of Pharmacy Doctor of Pharmacy Senior Class Award - 2002
Paul F. Parker Award – 2003
The 11th Annual Michael J Ordman Memorial Lecture, Massachusetts College of Pharmacy and Health Sciences 2007
Massachusetts College of Pharmacy’s 2011 Rho Chi Lecturer
University of Tennessee’s 2009 First Tennessee Chair of Excellence Distinguished Visiting Professor
University of Kentucky’s 2009 Rho Chi Lecturer
Ohio State University’s 2012 Rho Chi Lecturer
2012 Milap Nahata Distinguished Lecturer Award
2013 Krantz Lecturer, University of the Sciences
2015 Graduation Speaker – University of California at San Diego Skaggs School of Pharmacy and Pharmaceutical Sciences
2015 University of Kentucky College of Pharmacy Hall of Distinguished Alumni Award
2015 NCAP Blanton Award for Pharmacy Contributions
2016 University of North Carolina General Alumni Association Faculty Service Award
2016 University of Michigan’s Dean’s Leadership Series Lecturer
2016 ACCP Parker Medal
2017 Robert G. Leonard Memorial Lecture Award
2017 Barry L. Reed Distinguished Lecturer
2017 Awarded – Doctor of Laws honoris causa from Monash University

PROFESSIONAL ACTIVITY AND PUBLIC SERVICE

SCIENTIFIC AND PROFESSIONAL SOCIETY MEMBERSHIPS:

American College of Clinical Pharmacy
American Association of Pharmaceutical Scientists
American Pharmacists Association
American Association of Colleges of Pharmacy
American Society of Health-System Pharmacists
North Carolina Association of Pharmacists
JOURNAL REFEREE:

American Journal of Hospital Pharmacy
Drug Intelligence and Clinical Pharmacy
Clinical Pharmacy
Pharmacotherapy
Journal of Pharmaceutical Sciences
Clinical Pharmacokinetics Newsletter
Clinical Pharmacokinetics
Journal of Geriatric Drug Therapy
Clinical Chemistry
Pharmaceutical Research
Biopharmaceutics and Drug Disposition
International Journal of Obesity
Drug Metabolism and Disposition
Journal of Pharmacology and Experimental Therapeutics
Biochemical Pharmacology
Journal of Biopharmaceutics and Pharmacokinetics
Pharmaceutical Development and Technology
Canadian Journal of Physiology and Pharmacology

EDITORIAL BOARDS:

Clinical Pharmacokinetics Newsletter
Journal of Geriatric Drug Therapy
Pharmacotherapy
SPEAKING ENGAGEMENTS

ABSTRACTS/POSTERS/PRESENTATIONS:


23. Blouin RA: "How to Develop and Implement a Clinical Pharmacokinetics Service", ASHP Institute, Cleveland, OH, August 1982 (presentation).


63. Blouin RA: "Clinical Scientists: Are They Needed?" Idaho State University, Pocatello, ID, November 1988 (seminar).


78. Blouin RA: "Stereoselective Drug Metabolism", Therapeutics and Pharmacokinetics in the 1990's, Breckenridge, CO, March 1990 (Symposia presentation).


108. Zannikos PN, Bandyopadhyay AM, Robertson LW, Blouin RA: "CYP2B Enzyme Induction following Treatment with 2,2',4,4',5,5'-Hexachlorobiphenyl in the obese Zucker rat”, AAPS, Orlando, FL, November 1993 (poster).


112. Blouin RA: "Research in Clinical Sciences”, 11th Annual Merrillville Symposium on Pharmaceutical Sciences Graduates Programs, Merrillville, IN, October 1993 (Symposia presentation).


129. Lu M, Blouin RA: "The Effect of Pregnenolone 16a-Carbonitrile on the Pharmacokinetics and Metabolism of Dapsone”, 1996 Midwest Cytochromes P450 Symposium, Purdue University, West Lafayette, IN, September 1996 (poster).


162. Van Ess PJ, Warren GW, Mattson MP, Blouin RA: “Effect of Phenobarbital on Cytochrome P450 Induction in Tumor Necrosis Factor and Interleukin-6 Deficient Mice”, 33rd Annual Pharmaceutical Graduate Student Research Meeting, Madison, WI, July 2001 (Dr. Van Ess received 2nd place poster presentation award for this work).


166. Blouin RA: “The Effect of the Acute Phase Response on CYP2E1 Expression and Regulation”, Department of Medicinal Chemistry Seminar Series, The Ohio State University, Columbus, OH, April 2002 (presentation).


171. Blouin, RA: “Moving up Bloom’s Taxonomy”, University of Maryland Faculty Assembly, Baltimore, MD, April 2007 (presentation).


175. Blouin, RA: “Educating the Next Generation of Learners”, University of West Virginia Faculty Retreat, Morgantown, WV, January 2008 (presentation).


182. Blouin RA: “Strategies to Focus and Enhance Research Funding”, University of Houston College of Pharmacy, League City TX, May 2009 (presentation).


205. Blouin RA: “Developing and Evaluating Faculty Excellence”, University of Texas at Austin, College of Pharmacy Faculty Retreat, Austin TX, August 2011 (presentation).


209. Blouin RA: “Integration of the Education and Research Mission: Optimizing Impact at a Research Intensive University”, The Ohio State University, Columbus, OH, April 5, 2012 (presentation).


211. Blouin RA: “Reimagining the Public University of the 21st Century: UNC Library Strategic Planning Retreat”, University of North Carolina at Chapel Hill, Chapel Hill, NC, June 2012 (reactor panel member).

212. Blouin RA: “Transformation of a School of Pharmacy through Strategic Planning”, University of New Mexico, Albuquerque, NM, January 2013 (presentation).


**RESEARCH AND CREATIVE PRODUCTIVITY**

**PUBLICATIONS:**


**BOOK CONTRIBUTIONS:**


GRANT ACTIVITY:

A. Completed

Industrial/Institutional Grants:

1. The Effect of Positive End Expiratory Pressure on the Total Body Clearance of Theophylline in Dogs; BRSG (College of Medicine), University of Kentucky; November 1977; (Co-investigator), $1,900.

2. Major Research Equipment Fund; UKRF, University of Kentucky; October 1978; (Principal investigator), $4,600.

3. Bioavailability and Safety Evaluation of Theophylline Sodium Glycinate; Merrell-National Laboratories; October 1978; (Co-investigator).

4. Aminoglycoside Pharmacokinetics in Obese Patients; UKRF, University of Kentucky; January 1979; (Principal investigator), $1,700.

5. Pharmacokinetics of Tobramycin in Morbidly Obese Patients; Eli Lilly Co.; May 1978; (Principal investigator), $1,000.

6. Pharmacokinetics of Amikacin in Morbidly Obese Patients; Bristol Lab; January 1979; (Principal investigator), $1,200.

7. Evaluation of the Disposition of Theophylline in the Elderly; Sanders Brown Aging Grant, University of Kentucky; April 1979; (Principal investigator).

8. Evaluation of the Pharmacokinetics of Doxorubicin in Liver Disease; American Cancer Society Institutional Grant; November 1980; (Co-investigator), $4,800.

9. Evaluation of Amikacin Pharmacokinetics During Pregnancy; UKRF, University of Kentucky; November 1980; (Principal investigator), $2,800.

10. Evaluation of Obese Animal Model; BRSG (College of Pharmacy), University of Kentucky; September 1981; (Principal investigator), $2,400.
11. Acute and Chronic Effects of Right Ventricular Dysfunction on Hepatic Drug Elimination; BRSG (College of Medicine), University of Kentucky; November 1981; (Co-investigator), $5,000.

12. Obese Rat Model: Physiologic/Pharmacokinetic Implications; Kircher Fund; January 1982; (Co-investigator), $5,000.

13. Obese Rat Model: Physiologic/Pharmacokinetics Implications; Incentive Award, University of Kentucky; February 1982; (Principal investigator), $1,000.

14. Hibernation Induction Trigger: Physiologic Effects in the Rat; UKRF, University of Kentucky; November 1982; (Principal investigator), $2,538.

15. Chemical and Physiological Characterization of a Hibernation Induction Trigger; BRSG (College of Medicine), University of Kentucky; February 1983; (Co-investigator), $2,000.

16. Tobramycin Bioequivalence in the Eye; Alcon Laboratories; October 1983; (Co-investigator), $6,000.

17. Estrogen Disposition in Obesity—A Link to Cancer; UKMC; October 1984; (Co-investigator), $5,500.

18. Formation and Inactivation of Highly Reactive Intermediate Metabolites in Obesity; UKMC; October 1984; (Principal investigator), $4,500.

19. Estrogen Disposition in Obesity—A Link to Cancer; UKMC Major Research Equipment; November 1984; (Co-investigator), $8,500.

20. Dose-Bioavailability Relationship of PN200-110 in Healthy Male Volunteers; Sandoz Pharmaceuticals; November 1984; (Co-investigator), $31,589.50.


22. Bioavailability Study of BW825C, Burroughs Wellcome; April 1985; (Co-investigator), $49,364.

23. Evaluation of the Bioavailability of Two Strengths of PN200-110; Sandoz Pharmaceuticals; April 1985; (Co-investigator), $52,535.

24. Levothyroxine Bioavailability: In Vivo Comparison, Flint Laboratories; November 1984; (Principal investigator), $62,829.

25. The Effects of Renal Function on the Disposition of PN200-110, Sandoz Pharmaceuticals, April 1985; (Principal investigator), $93,528.

26. The Effects of Liver Cirrhosis on the Disposition of Flurbiprofen, The Upjohn Co., April 1985; (Principal investigator), $40,000.

27. The Disposition of RO10-9359 and RO10-1670 in an Obese Rodent Model; Hoffmann-LaRoche; September 1985; (Co-investigator), $16,000.
28. Protein Binding of the Aldose Reductase Inhibitor AL1576; Alcon Pharmaceuticals; June 1985; (Co-investigator), $13,800.

29. Extended Multiple-Dose Safety and Pharmacokinetic Study of BW207U and Placebo in Normal Male Volunteers; Burroughs Wellcome; August 1985; (Co-investigator), $126,514.

30. A Pilot ViskinR Elan 7 Capsule Bioavailability Study in Fasted and Non-Fasted Healthy Male Volunteers; Sandoz Pharmaceuticals; April 1986; (Co-investigator), $40,615.

31. Dextromethorphan-Mephenytoin: Influence of Co-Administration on Patient Phenotyping; Bristol Laboratories; April 1986; (Co-investigator), $12,500.

32. Influence of Oxidative Phenotype on Midazolam Disposition; Hoffmann LaRoche; June 1986; (Co-investigator), $20,010.

33. Population Screening for Deficiencies in Oxidative Drug Metabolism; UKMC; October 1986; (Co-investigator), $6,000.

34. The Influence of Aging on the Stereoselective Disposition of Model Racemic Drugs; UKMC; October 1986; (Principal investigator), $6,743.

35. Protocol to Evaluate the Bioavailability of Two Dosage Forms of TL211-950 Relative to a Reference Solution in Healthy Male Volunteers; Sandoz Pharmaceuticals; September 1986; (Co-investigator), $77,000.

36. Evaluation of a Computer Software System for the Prediction of Serum Digoxin, Quinidine, Theophylline, and Aminoglycoside; Abbott Diagnostics; October 1986; (Principal investigator), $8,000.

37. Population Screening for Deficiencies in Oxidative Drug Metabolism; Bristol Laboratories; October 1986; (Co-principal investigator), $22,540.

38. A Bioequivalence and Safety Study of Vancomycin in Normal Adult Male Volunteers; Lyphomed Labs.; May 1987; (Co-investigator), $47,822.

39. Response of Cardiac Beta Receptors to Propranolol Stereoisomers in the Elderly; BRSG; May 1987; (Principal investigator), $5,000.

40. The Single Dose Pharmacokinetics of Nefazodone in Extensive and Poor Metabolizer of Dextromethophan; Bristol Laboratories; September 1987; (Principal investigator), $33,833.

41. Pulmonary Function in Elderly: Response to Theophylline Brochodilation; UKMC; October 1987; (Co-investigator), $5,000.

42. Age and Verapamil Stereoselective Disposition; Sandoz Foundation for Gerontological Research; November 1987; (Co-investigator), $25,720.

43. Absolute Bioavailability and Disposition of Fleroxacin in Healthy Subjects and Patients with Liver Cirrhosis; Hoffmann-LaRoche; July 1988; (Principal investigator), $102,000.
44. The Effect of Antacids on the Absorption of Lomefloxacin; G.D. Searle and Co.; October 1988; (Co-investigator), $65,000.

45. Age and Propranolol Enantiomeric Kinetics and Dynamics; UKMC Major Equipment Grant; January 1989; (Principal investigator), $13,965.

46. Evaluation of the Plasma Protein Binding of U-74006F; The Upjohn Co.; March 1989; (Co-investigator), $49,611.

47. Neonatal Phenobarbital Imprinting in Humans: Effect on the Cytochrome P-450 System; BRSG; May 1989; (Principal investigator), $5,000.

48. A Bioavailability Study of ANSAID (Upjohn) vs. Apo-Flurbiprofen (Apotex) in Normal Adult Male Volunteers; PTRL(Apotex); August 1989; (Co-investigator), $39,878.

49. The Effect of Renal and Liver Disease on the Serum Protein Binding of Flurbiprofen (Prospective); The Upjohn Co.; January 1990; (Principal investigator), $35,650.

50. The Effect of Renal and Liver Disease on the Serum Protein Binding of Flurbiprofen (Retrospective); The Upjohn Co.; June 1990; (Principal investigator), $20,125.

51. The Effect of Obesity on the Disposition of Fleroxacin; F. Hoffmann LaRoche; July 1990; (Principal investigator), $38,525.

52. Hydrolysis of Cefetamet Pivoxil in Gastric Juices; F. Hoffmann-LaRoche; July 1990; (Principal investigator), $20,700.

53. Age and Stereoselective Kinetics/Dynamics of Terbutaline; Astra Clinical Pharmacy Research Award; July 1990; (Co-investigator), $7500.

54. Regulation of Drug Metabolizing Enzymes: Use of Immunoblotting Techniques; UKMC Research Fund: December 1990; (Co-investigator), $20,000.

55. Major Equipment Grant: Beckman Optima XL-90 Ultracentrafuge Plus Rotors; UKMC Research Fund: April 1990; (Co-investigator), $71,100.


57. Major Equipment Grant: Shimadzu UV160 UV-Visible Recording Spectrophotometer with Super Micro Cell Holder; UKMC Research Fund; February 1992; (Co-Investigator), $8,845.

58. Major Equipment Grant: Tissue Culture Laboratory Equipment; UKMC Research Fund; February 1992; (Co-Investigator), $8,726.

60. Mechanistic Toxicity Study of Geriatric I. CI275,838 for Three Months in Rats and Mice; American Cyanamid Co.; October 1992; (Principal Investigator), $45,478.40.

61. Upper Aerodigestive Tract CA: Role of Cytochrome P450, UKMC Research Fund; April 1993; (Principal Investigator), $12,000.00.


63. Pharmacokinetics of venlafaxine in Extensive and Poor Metabolizers of Dextromethorphan; Wyeth-Ayerst Labs.; May 1994; Principal Investigator), $144,888.

64. Determination of Extensive or Poor Metabolism Status through Phenotyping with Dextromethorphan and Mephenytoin; Wyeth-Ayerst Clinical Pharmacology Laboratory; September 1994; (Principal Investigator) $16,807.

65. Mechanism of Chloroquine Induced Retinopathy; Pfizer Inc.; February 1999-April 2001; (Principal Investigator, 5% Effort), $120,130 (Total); $82,000 (direct).

66. NFkB Decoy DNA: Formulation and Liver Targeting; UKMC; July 2000-June 2001; (Principal Investigator, 5% Effort). $15,000.

67. Research Training in Environmental Toxicology; NIHEH (T32-ES07266-02); July 2000-June 2005; (Co-investigator, 5% effort), $704,392.

68. Alcohol-Induced Hepatic P450 in HCV/HIV Oxidative Injury, NIH (R01-AA012852-02); October 2000-September 2004; Co-Investigator, 5% effort), $982,590 (Total); $700,000 (Direct).

69. Career Training in Therapeutics & Translational Research; NIH (K30-HL04163-02); October 2000-September 2005; (Co-Principal Investigator, 25% effort), $1,000,000 (Direct).

70. Nanoplate Engineering of Cell-Specific Nanoparticle, NIH R21/R33 Phased Innovation Award (R21-EB00531-01); July 2002-June 2004; (Co-Investigator, 5% Effort), $300,864 (Total); R21/R33 Project Period, July 2002-June 2007; Co-investigator, 5%), $1,919,393 (Total).

Foundation Grants:


2. The Influence of Aging on the Stereoselective Disposition of Model Racemic Drugs; American Society of Hospital Pharmacists Research and Education Foundation; July 1986; (Principal investigator; Fellowship preceptor for Mary H. H. Chandler), $18,000.

3. Influence of Rifampin on Age-Related Stereoselective Metabolism of Hexobarbital; UKMC; October 1987; (Principal investigator), $6,178.
4. The Influence of Aging and Enzyme Induction with Rifampin on the Stereoselective Disposition of Hexobarbital; American Society of Hospital Pharmacists Research and Education Foundation; July 1988; (Principal investigator; Fellowship preceptor for Deborah A. Smith), $18,000.

5. Terbutaline and the Effects of Age on Beta-2 Adrenoceptor Sensitivity; American Lung Association of Kentucky; March 1989; (Co-investigator), $17,469.

6. The Effect of Endotoxin and Sepsis on Hepatic Drug Metabolism; American College of Clinical Pharmacy; July 1992; (Principal Investigator; Fellowship preceptor for Beth Israel); $19,500.

7. The Effect of Head Trauma/Acute Phase Response on Brain and Liver Cytochrome P450 Enzymes (BB-9502-K3); February 1996-December 1999; (Principal Investigator); Kentucky Spinal Cord and Head Injury Research Board; $231,897.

8. CYP2E1 Activity and Transcription Binding in Humans; American College of Clinical Pharmacy; July 1999-Dec 2000; (Principal Investigator, 10%), $10,000 (Direct).

Government Grants:

1. Age and Cardiovascular Drug Stereoselective Disposition; NIA (R01 AG07478); July 1988-June 1991; (Co-investigator, 10% effort), $420,612.

2. Enzyme Induction Defect: Implications for Toxicity; NIH (R01 GM42058); January 1990-December 1992; (Principal investigator, 25% effort); Total Award for Year 1 $157,395.

3. Effects of Cytokines on Hepatic Drug Metabolism; VA Program Project Grant; October 1989-September 1992; (Co-investigator, 5% effort), $237,400.

4. Research Training in Environmental Toxicology; NIHEH (ES07266); July 1990-June 1995; (Co-investigator, 5% effort), $978,112.

5. Xenobiotic Transfer into Milk-Diffusional Model; NIH; December 1991-November 1995; (Co-investigator, 5% effort), Total Award for Year 1 $184,745.

6. Effects of Cytokine on Hepatic Drug Metabolism; VA Program Project Grant; October 1992-September 1994; (Co-investigator, 5%), $269,700.

7. Effects of Cytokines on Hepatic Drug Metabolism; VA Program Project Grant; October 1996-September 2000; (Co-investigator, 5% effort), $304,400.

8. Mechanisms of Brain Injury and its Systemic Sequelae; NIH Program Project Grant 5PO1-NS31220; April 1994-March 1999; (Co-Investigator, 10%), $3,750,000 (Total Project); Approx. $110,000/yr (Altered Hepatic Metabolism following Head Injury).

9. Research Training in Environmental Toxicology; NIHEH (T32-ES07266); July 1995-June 2000; (Co-investigator, 5% effort), $704,392.

10. North Carolina Translational & Clinical Sciences Institute (NCTRACS): NIH (1UL1TR001111-01); October 2013-September 2018; (Co-investigator, 5% effort; PI - Dr. Marschall Runge), $5,650,505.
Attached for your review and approval is a memo concerning the terms of appointment and compensation for Dr. Robert A. Blouin as Executive Vice Chancellor and Provost. This mail ballot will be approved as part of the consent agenda at the full board meeting on Thursday, September 28, 2017.

The undersigned votes as follows with respect to the recommendation proposed in Chancellor Folt’s memorandum dated August 18, 2017.

Appointment and compensation for Dr. Robert A. Blouin as Executive Vice Chancellor and Provost.

Approve ☐  Disapprove ☐

Signature________________________________________________________
Printed Name_____________________________________________________
Date_____________________________________

Please fax to Debbie Dibbert at (919) 962-1647 or email to debbie_dibbert@unc.edu.

This ballot was approved by majority vote on August 18, 2017 by the following: Haywood Cochrane, Chuck Duckett, Bill Keyes, Jeff Brown, Lowry Caudill, Julia Grumbles, Kelly Hopkins, Allie Ray McCullen, Ed McMahan, Richard Stevens, Dwight Stone, and Elizabeth Adkins.
MEMORANDUM

TO: Members of the Board of Trustees

FROM: Carol L. Folt

RE: Mail Ballot

DATE: August 31, 2017

You have authorized my office to poll you by mail concerning personnel matters that require attention by the Board. Accordingly, we are transmitting to you herewith personnel actions as follows:

EHRA Faculty Compensation & Tenure Actions Attachment A

Please mark and return the enclosed mail ballot indicating whether or not you agree with the actions proposed. Thank you.
# Personnel Actions

## New Appointments without Tenure

<table>
<thead>
<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Health Affairs</td>
<td>Satish Gopal</td>
<td>Medicine</td>
<td>Clinical Assistant Professor</td>
<td>Associate Professor</td>
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<td>6/1/2017</td>
<td>$203,000.00</td>
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<td>2</td>
<td>Health Affairs</td>
<td>Nicholas Brown</td>
<td>Pharmacology</td>
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<td>9/1/2017</td>
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<tr>
<td>3</td>
<td>Academic Affairs</td>
<td>Yoshihide Higa</td>
<td>Biology/Cell Biology &amp; Physiology</td>
<td>N/A</td>
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<td>1/1/2016</td>
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<td>4</td>
<td>Health Affairs</td>
<td>Yuchao Jiang</td>
<td>Biostatistics/Genetics</td>
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<td>9/1/2017</td>
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<td>5</td>
<td>Academic Affairs</td>
<td>Suzanne Lye</td>
<td>Classics</td>
<td>N/A</td>
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<td>7/1/2018</td>
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<td>6</td>
<td>Health Affairs</td>
<td>Soram Machineni</td>
<td>Medicine</td>
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<td>9/1/2017</td>
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<td>7</td>
<td>Academic Affairs</td>
<td>William Polacheck</td>
<td>BME-UG</td>
<td>N/A</td>
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<td>8</td>
<td>Health Affairs</td>
<td>Katherine Tuminson</td>
<td>Maternal &amp; Child Health</td>
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<td>9/1/2017</td>
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<td>9</td>
<td>Health Affairs</td>
<td>Carmina Valle</td>
<td>Nutrition</td>
<td>Research Assistant Professor</td>
<td>Assistant Professor</td>
<td></td>
<td>9/1/2017</td>
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## Promotion to Full Professor

<table>
<thead>
<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Health Affairs</td>
<td>Kristin Reiter</td>
<td>Health Policy &amp; Management</td>
<td>Associate Professor</td>
<td>Professor</td>
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<td>9/1/2017</td>
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## Reappointments to the same Rank

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<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
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<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Health Affairs</td>
<td>John VaValle</td>
<td>Medicine</td>
<td>Assistant Professor</td>
<td>Assistant Professor</td>
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<td>9/1/2018</td>
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## Designation/Reappointments to Departmental Chair

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<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Academic Affairs</td>
<td>Allen Anderson</td>
<td>Music</td>
<td>Professor</td>
<td>Chair</td>
<td></td>
<td>1/1/2018</td>
<td>$106,067.00</td>
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<tr>
<td>2</td>
<td>Academic Affairs</td>
<td>Mark Crescenzi</td>
<td>Political Science</td>
<td>Distinguished Term Professor</td>
<td>Chair</td>
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<td>7/1/2017</td>
<td>$126,000.00</td>
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<tr>
<td>3</td>
<td>Academic Affairs</td>
<td>Richard Superfine</td>
<td>Applied Physical Sciences</td>
<td>Distinguished Professor</td>
<td>Chair</td>
<td></td>
<td>7/1/2017</td>
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## Designation/Reappointments to Distinguished Professorship

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<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
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<th>New Rank</th>
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<th>Salary</th>
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<tbody>
<tr>
<td>1</td>
<td>Academic Affairs</td>
<td>Ann Anderson</td>
<td>Government</td>
<td>Associate Professor</td>
<td></td>
<td>Albert and Gladys Coates Distinguished Term Associate Professor</td>
<td>9/1/2017</td>
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<tr>
<td>2</td>
<td>Academic Affairs</td>
<td>Willow Jacobson</td>
<td>Government</td>
<td>Associate Professor</td>
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<td>Albert and Gladys Hall Coates Distinguished Term Associate Professor</td>
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<td>Academic Affairs</td>
<td>Diane Juffras</td>
<td>Government</td>
<td>Professor</td>
<td>Distinguished Term Professor</td>
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<td>9/1/2017</td>
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<td>4</td>
<td>Academic Affairs</td>
<td>Kate Milionzi</td>
<td>Government</td>
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<td>5</td>
<td>Academic Affairs</td>
<td>Kimberly Nelson</td>
<td>Government</td>
<td>Associate Professor</td>
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<td>9/1/2017</td>
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<tr>
<td>6</td>
<td>Academic Affairs</td>
<td>Meredith Smith</td>
<td>Government</td>
<td>Assistant Professor</td>
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<td>Albert and Gladys Coates Term Assistant Professor</td>
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<td>7</td>
<td>Academic Affairs</td>
<td>Charles Szypszak</td>
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<td>Albert Coates Distinguished Professor</td>
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## Actions Conferring Tenure

### Promotion Conferring Tenure

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<tr>
<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
</tr>
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<tbody>
<tr>
<td>1 Academic Affairs</td>
<td>Xiaodong Chen</td>
<td>Geography</td>
<td>Assistant Professor</td>
<td>Associate Professor</td>
<td>Promotion based on research, teaching and service</td>
<td>1/1/2018</td>
<td>$76,265.00</td>
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<tr>
<td>2 Health Affairs</td>
<td>Stuart Remie</td>
<td>Social Medicine</td>
<td>Associate Professor</td>
<td>Associate Professor</td>
<td>Promotion based on excellence in research</td>
<td>10/1/2018</td>
<td>$115,005.00</td>
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### New Appointments Conferring Tenure

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### Addition of Joint Appointment Conferring Tenure

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<table>
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<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Academic Affairs</td>
<td>Laura Miller</td>
<td>Biology/Mathematics*</td>
<td>Associate Professor</td>
<td>Professor</td>
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## Compensation Actions

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<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Department/School</th>
<th>Rank</th>
<th>Reason</th>
<th>Requested Amount of Increase **</th>
<th>Percent of Increase **</th>
<th>June 30 Salary</th>
<th>Current Salary</th>
<th>New Salary *</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Academic Affairs</td>
<td>Samuel Amago</td>
<td>Arts &amp; Sciences</td>
<td>Distinguished Term Professor/Chair</td>
<td>Increase due to participation in the Academic Leadership Program</td>
<td>$45,779</td>
<td>35.39%</td>
<td>$129,403</td>
<td>$166,965</td>
<td>$175,182</td>
<td>8/1/2017</td>
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<tr>
<td>2</td>
<td>Academic Affairs</td>
<td>Lorraine Aragon</td>
<td>Arts &amp; Sciences</td>
<td>Adjunct Associate Professor</td>
<td>Increase due to new secondary appointment as Adjunct Associate Professor in the Department of Asian Studies</td>
<td>$15,000</td>
<td>29.99%</td>
<td>$50,084</td>
<td>$50,084</td>
<td>$65,084</td>
<td>7/1/2017</td>
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<td>3</td>
<td>Health Affairs</td>
<td>Linda Beeber</td>
<td>Nursing</td>
<td>Professor</td>
<td>Increase due to new secondary administrative appointment as Assistant Dean for the PhD Division</td>
<td>$15,000</td>
<td>9.04%</td>
<td>$165,905</td>
<td>$165,905</td>
<td>$180,905</td>
<td>8/15/2017</td>
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<tr>
<td>4</td>
<td>Health Affairs</td>
<td>Charles Bush</td>
<td>Medicine</td>
<td>Clinical Associate Professor</td>
<td>Increase due to new administrative appointment as Fellow Director of the Orthopaedics APP Fellowship</td>
<td>$25,000</td>
<td>25.64%</td>
<td>$97,503</td>
<td>$112,503</td>
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<td>5</td>
<td>Health Affairs</td>
<td>Gaurav Dave</td>
<td>Medicine</td>
<td>Research Assistant Professor</td>
<td>Increase due to new secondary administrative appointment as Associate Director of the Center for Health Equity and Research</td>
<td>$20,000</td>
<td>19.94%</td>
<td>$100,292</td>
<td>$117,292</td>
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<td>6</td>
<td>Health Affairs</td>
<td>Cheryl Gocombe</td>
<td>Nursing</td>
<td>Associate Professor</td>
<td>Increase due to new secondary administrative appointment as Assistant Dean for the MSN Division</td>
<td>$15,000</td>
<td>11.77%</td>
<td>$127,403</td>
<td>$127,403</td>
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<td>7</td>
<td>Academic Affairs</td>
<td>Jacqueline Hagan</td>
<td>Arts &amp; Sciences</td>
<td>Sociology</td>
<td>Distinguished Professor Increase based on internal equity</td>
<td>$26,011</td>
<td>22.23%</td>
<td>$135,489</td>
<td>$143,000</td>
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<td>Academic Affairs</td>
<td>Martinette Homer</td>
<td>Education</td>
<td>Clinical Assistant Professor</td>
<td>Increase due to new secondary administrative appointment as Regional Director of the NC New Teacher Support Program</td>
<td>$10,000</td>
<td>9.29%</td>
<td>$107,611</td>
<td>$117,611</td>
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<td>9</td>
<td>Academic Affairs</td>
<td>Thomas Kash</td>
<td>Medicine</td>
<td>Pharmacology</td>
<td>Distinguished Professor Increase due to new secondary administrative appointment as Vice Chair for Faculty Development in the Department of Pharmacology</td>
<td>$10,000</td>
<td>5.97%</td>
<td>$167,475</td>
<td>$177,475</td>
<td>$187,475</td>
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<td>10</td>
<td>Health Affairs</td>
<td>Ching-Chang Ko</td>
<td>Dentistry</td>
<td>Orthodontics</td>
<td>Professor Increase based on retention, as Dr. Ko is being actively recruited by Indiana University</td>
<td>$42,945</td>
<td>19.79%</td>
<td>$217,055</td>
<td>$260,000</td>
<td>$260,000</td>
<td>9/1/2017</td>
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<td>11</td>
<td>Health Affairs</td>
<td>Shu Wen Ng</td>
<td>Public Health</td>
<td>Nutrition</td>
<td>Research Associate Professor Increase due to new appointment as Associate Professor via external competitive event</td>
<td>$17,420</td>
<td>14.99%</td>
<td>$116,180</td>
<td>$133,600</td>
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<td>Whitney Robinson</td>
<td>Public Health</td>
<td>Epidemiology</td>
<td>Assistant Professor Increase due to promotion to Associate Professor</td>
<td>$18,820</td>
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<td>$109,180</td>
<td>$128,000</td>
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<td>Health Affairs</td>
<td>Shielda Rodgers</td>
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<td>Clinical Associate Professor</td>
<td>Increase due to new secondary administrative appointment as Assistant Dean for Inclusive Excellence</td>
<td>$15,000</td>
<td>16.97%</td>
<td>$88,397</td>
<td>$103,397</td>
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<td>14</td>
<td>Health Affairs</td>
<td>Andrew Smitheman</td>
<td>Medicine</td>
<td>Pediatrics</td>
<td>Post Doc Research Associate Increase due to new appointment as Clinical Assistant Professor via external competitive event</td>
<td>$87,751</td>
<td>140.97%</td>
<td>$262,499</td>
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<td>15</td>
<td>Academic Affairs</td>
<td>Sarah Beth Verbiest</td>
<td>Social Work</td>
<td>Clinical Associate Professor</td>
<td>Increase due to new secondary administrative appointment as Director of the Jordan Institute for Families</td>
<td>$10,000</td>
<td>10.00%</td>
<td>$99,976</td>
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<td>7/1/2017</td>
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<tr>
<td>16</td>
<td>Academic Affairs</td>
<td>Sharon Holland</td>
<td>Arts &amp; Sciences</td>
<td>American Studies</td>
<td>Professor Increase due to being appointed as the Townsend Ludington Term Distinguished Endowed Professor</td>
<td>$7,500</td>
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<td>$152,709</td>
<td>$152,709</td>
<td>7/1/2017</td>
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** Based on cumulative increase(s) to 6/30 salary

## Non-Salary Compensation Actions

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<thead>
<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Department/School</th>
<th>Rank</th>
<th>Reason</th>
<th>Total Monetary Value of Non-Salary Compensation</th>
<th>Duration of Non-Salary Compensation</th>
<th>Effective Date</th>
<th>End Date</th>
</tr>
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<td>No.</td>
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<td>Department/School</td>
<td>Rank</td>
<td>Description</td>
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<td></td>
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<td></td>
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</table>

For Information
### Compensation Actions

*Available funding for each action has been confirmed by the appropriate Department and School Division management officials to support the proposed salary increase. Upon implementation, specific funding sources are reviewed and approved at the Department level, as well as by the applicable University, Central Financial offices, including the University Budget Office and the Office of Sponsored Research for non-funded salaries.*

| No. | College/Division | Name | Department/School | Rank | Reason | Requested Increase Amount | Percent of Increase | Current Salary | New Salary | Effective Date |
|-----|------------------|------|--------------------|------|--------|---------------------------|-------------------|---------------|------------|--------------|----------------|
| 1   | N/A              | N/A  | N/A                | N/A  | N/A    | N/A                       | N/A               | N/A           | N/A        | N/A          | NA             |

### Non-Salary Compensation Actions

| No. | College/Division | Name | Department/School | Rank | Reason | Total Monetary Value of Non-Salary Compensation | Duration of Non-Salary Compensation | Effective Date | End Date |
|-----|------------------|------|--------------------|------|--------|-----------------------------------------------|------------------------------------|----------------|----------|----------|------------------------------------------------|
| 1   | N/A              | N/A  | N/A                | N/A  | N/A    | N/A                                          | N/A                                | N/A            | N/A      | N/A      | NA                |
**Mail Ballot**

**Board of Trustees**

**August 31, 2017**

Chancellor Carol Folt submits for your review and approval the EHRA Faculty compensation and tenure actions as recommended for August 2017. This mail ballot will be approved as part of the consent agenda at the Full Board meeting on Thursday, September 27, 2017.

The undersigned votes as follows with recommendation to these proposed actions as presented by the Chancellor.

<table>
<thead>
<tr>
<th>Approve</th>
<th>Disapprove</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

EHRA Faculty Compensation and Tenure Actions (Attachment A)

Signature_____________________________________________________

Printed Name_________________________________________________

Date__________________________

Please fax to TJ Scott at (919) 962-1647 or email at tj_scott@unc.edu

The following mail ballot was approved by majority vote on August 31, 2017 by the following: Haywood Cochrane, Chuck Duckett, Lowry Caudill, Julia Grumbles, Allie Ray McCullen, Ed McMahan, Hari Nath, Richard Stevens, Elizabeth Adkins. Trustee Dwight Stone recused himself from the vote.
MEMORANDUM

TO: Members of the Board of Trustees

FROM: Carol L. Folt

RE: Mail Ballot

DATE: September 12, 2017

You have authorized my office to poll you by mail concerning personnel matters that require attention by the Board. Accordingly, we are transmitting for your review and approval the following salary adjustment recommendations resulting from the EHRA employee annual raise process.

According to General Administration regulations, the Board of Trustees must approve any increase (regardless of amount) for any SAAO Tier I Vice Chancellor or Provost.

Please mark and return the enclosed mail ballot indicating whether or not you agree with the actions proposed. Thank you.
MEMORANDUM

To: Annual Raise Process (ARP) Listserv
From: Barron Matherly, Assistant Provost for Finance  
Ann Lemmon, Assistant Provost for Human Resources 
Linc Butler, Associate Vice Chancellor for Human Resources  
Re: Fiscal Year 2017-18 EHRA Faculty and Non-Faculty ARP Guidelines 
Date: August 18, 2017

As you know, the state budget has been approved for FY2017-18 and includes legislative increase (LI) funding for EHRA employee annual salary increases. The LI funds for all EHRA employees will be pooled and allocated to MOUs for use in the ARP. In addition to the funds allocated thru the LI process, the Chancellor has directed that a minimum of 1.0% of each MOU's EHRA Faculty state funded salary base for filled positions be used to fund annual salary increases for EHRA Faculty employees only.

Policy Guidelines (PG)

1. For EHRA Faculty employees, the ARP must be completed and, at a minimum, include all of the LI allocations and the Chancellor directed MOU 1% funding requirement.  
2. For EHRA Non-Faculty employees, the ARP must be completed and, at a minimum, include all of the LI allocations.  
3. Use of MOU/departmental existing resources other than the Chancellor directed MOU 1% funding requirement is optional.  
4. The ARP applies to permanent full-time and part-time EHRA employees who were in active employment status as of January 1, 2017, and remain active in the month that the ARP increase is paid.  
5. Temporary EHRA employees are not eligible for the ARP.
6. Any ARP increase must be awarded on an individual employee basis at management’s discretion. There are no employee entitlements and the ARP cannot be implemented across-the-board.

7. Any ARP increase must be based on the following criteria:
   - Individual meritorious performance (including teaching, service, publications, and/or research productivity for faculty).
   - Retention of key or hard to recruit personnel.
   - Secondary criteria that may be considered include equity and labor market.

8. The ARP will be calculated on the June 30, 2017, base salary and included in the September payroll retroactive to July 1, 2017.

9. Any individual ARP increase for fiscal year 2017-18 shall not result in a new base salary that is greater than 4.99% of the June 30, 2017, base salary.

10. Any base salary adjustments made effective July 1, 2017, to date will count toward the ARP cap of 4.99%. For example, if an employee has already received a 3% increase in this fiscal year prior to the ARP, only 1.99% remains eligible for an ARP increase. If an employee has received greater than 4.99% in the current fiscal year prior to the ARP, then there is no eligibility for any ARP increase amount.

11. Previously approved faculty rank promotions do not count toward the ARP 4.99% cap.

12. Annual salary adjustments tied to BOT and/or BOG approved faculty incentive pay plans or other special BOT/BOG approved special compensation plans do not count toward the ARP 4.99% cap and should follow the provisions of those plans.

13. Supplemental payments are not part of the base salary and therefore excluded from the ARP.

14. Faculty who entered Phased Retirement on July 1, 2017, are not eligible for the ARP. However, faculty members who entered the Phased Retirement Program in prior years are eligible for an ARP increase based on annual evaluations.

15. Employees who are on leave without pay are eligible to receive an ARP increase upon returning to work.

16. An ARP increase may not exceed an established EHRA employee salary range.

17. Salary increases for EHRA Non-Faculty Research employees in positions assigned to Levels 1, 2 or 3 in the Social Sciences Research, Health Sciences Research and Physical Sciences Research job families may not result in a salary that exceeds the reference rate of the next highest job level within the same job family.

18. Salary increases for EHRA Non-Faculty Research employees in positions assigned to Level 4 may not result in a salary that exceeds the job level maximum.
19. Salary increases for EHRA Non-Faculty Instructional and Public Service employees may not result in a salary that exceeds the job level maximum.

20. Salary increases for EHRA Non-Faculty Senior Academic Administrative Officers (Tier I and II) may not result in a salary that exceeds the job level maximum.

21. No ARP increase can be officially communicated to EHRA employees until authorization is provided by the Academic Personnel Office (for EHRA Faculty employees) or the Office of Human Resources (for EHRA Non-Faculty employees).

22. All ARP increases must be specifically included in the relevant quarterly salary increase report provided to UNC-General Administration. It is possible that we may also need to provide a summary of ARP activity in advance of the quarterly reporting cycle if GA receives a time sensitive request for this information.

23. All post-ARP salary increase actions must be processed on a current basis and per regular salary increase procedures.

Operational Guidelines (OG)

1. The Office of Budget, Planning and Analysis will communicate information regarding the distribution of LI allocations and the Chancellor directed MOU 1% funding requirement for EHRA Faculty annual salary increases early during the week of August 21, 2017.

2. The Academic Personnel Office (EHRA Faculty HR) and the Office of Human Resources (EHRA Non-Faculty HR) each will distribute a spreadsheet identifying permanent EHRA employees by School/Division to all School/Division HR Officers and MOU Leads approximately August 18, 2017. The spreadsheets will require entries related to the proposed ARP salary increase for each EHRA employee receiving an increase. School/Division HR Officers and MOU Leads should work together to complete the spreadsheets.

3. Upon completion, the spreadsheets should be signed by the Dean, Vice Chancellor or designee, and returned to the Academic Personnel Office (for EHRA Faculty employees) at apo@unc.edu or to the Office of Human Resources (for EHRA Non-Faculty employees) at epanfsalaryrequest@unc.edu by August 30, 2017. School/Division HR Officers and/or MOU Leads will be contacted regarding any spreadsheet discrepancies.

4. The completed spreadsheets will be reflected in ConnectCarolina approximately September 14, 2017. September salary sources will be used to fund the retroactive payment.

5. School/Division HR Officers and MOU Leads should work together to implement the ARP for their areas of responsibility within the indicated timeframe. This includes communication between campus units that have EHRA employees with primary and secondary appointments.

6. Retroactive funding swaps can be made beginning September 28, 2017 by using the Payroll Accounting Adjustment Tool (PAAT).
ARP listserv subscribers will receive necessary updates during the ARP. MOU Leads and School/Division HR Officers and Secondary Contacts who are not already subscribed to the listserv should contact Karen Stone at karen_stone@unc.edu regarding subscribing (and unsubscribing) to the ARP listserv. ARP users in the College of Arts & Sciences, School of Medicine, School of Public Health, and Vice Chancellor for Research (VCR) do not subscribe to the ARP listserv but receive ARP related communications from their dean’s office or Office of the VCR.

Please see the attached detailed instructions regarding the FY2017-18 ARP implementation, including processing actions in ConnectCarolina during the ARP.

Attachment

c: Dwayne Pinkney, Senior Associate Vice Chancellor for Finance & Administration and CFO
Wendy Andrews, ARP Steering Committee (Co-lead)
Vanessa Ragland, ARP Steering Committee (Co-lead)
Dave Turner, ARP Steering Committee (Co-lead)
ARP Steering Committee
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<tr>
<th>Name</th>
<th>Title</th>
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<th>Annual Supplement/ Bonus</th>
<th>Total Salary of All Jobs</th>
<th>Proposed ARP Base Salary</th>
<th>Total Supplements</th>
<th>Proposed ARP % Increase</th>
<th>Proposed ARP $ Increase</th>
<th>Proposed Total Salary After ARP</th>
<th>Comments</th>
<th>Range Min</th>
<th>Market Rate (75th percentile)</th>
<th>Range Max</th>
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<td>CONE, JUDITH ANN</td>
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<td>310,854.00</td>
<td>0</td>
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<td>MERRITT, MARK WILLIAM</td>
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<td>MAGNUSON, TERRY</td>
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<td>231873</td>
<td>347809</td>
<td>463746</td>
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</table>
Chancellor Carol Folt submits for your review and approval the SAAO Tier 1 EHRA employee annual raise process increases. This mail ballot will be approved as part of the consent agenda at the Full Board meeting on Thursday, September 27, 2017.

The undersigned votes as follows with recommendation to these proposed actions as presented by the Chancellor.

<table>
<thead>
<tr>
<th>Approve</th>
<th>Disapprove</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SAAO Tier 1 EHRA employee annual raise process increases

Signature

Printed Name

Date

Please fax to TJ Scott at (919) 962-1647 or email at tj_scott@unc.edu

The following mail ballot was approved by majority vote on September 12, 2017 by the following: Haywood Cochrane, Chuck Duckett, Jeff Brown, Lowry Caudill, Julia Grumbles, Allie Ray McCullen, Ed McMahan, Hari Nath, Richard Stevens, Dwight Stone, and Elizabeth Adkins.
ELECTION OF MEMBERS TO THE BOARD OF TRUSTEES OF THE ENDOWMENT FUND AND THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL FOUNDATION, INC.

North Carolina General Statute 116-36 and Board of Governors’ regulations require that the Board of Trustees elect the membership of the Endowment Board of Trustees. There are three (3) vacancies. Attached is a chart showing the names and terms of the current Endowment Trustees. The nominees for each vacancy are shown in bold on the chart.

The Bylaws of The University of North Carolina at Chapel Hill Foundation, Inc. (“Foundation”) require that the Board of Trustees elect two (2) members from the Board of Trustees and three (3) members from the Endowment Board of Trustees to serve on the Board of Directors of the Foundation. There are two (2) vacancies. Attached is a chart showing the names and terms of the current Foundation board.

RECOMMENDED ACTION

A motion to elect Dwight Stone, David Carroll and John Ellison to the Board of Trustees of the Endowment Fund and Dwight Stone and Michael Kennedy to the Board of Directors of The University of North Carolina at Chapel Hill Foundation, Inc.
THE BOARD OF TRUSTEES OF THE ENDOWMENT FUND OF
THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

MEMBERSHIP – MINIMUM 6; MAXIMUM 9
(three year term)*

MEMBERS ELECTED BY BOARD OF TRUSTEES

TERM

Haywood Cochrane, Chairman Board of Trustees (Ex-Officio)
Carol Folt, Chancellor (Ex-Officio)

Dwight Stone (Ex-Officio)
(vacancy created by election of Haywood Cochrane as Chairman of the Board of Trustees)

Sallie Shuping-Russell 2018
Willard J. Overlock, Jr. 2018
Steve Lerner 2019
Michael Kennedy 2019

David Carroll 2020
(vacancy created by expiration of term of David Carroll)

John Ellison 2020
(vacancy created by expiration of second term of Max Chapman)

* Effective with appointments after July 26, 1996, individuals are eligible for a maximum of two consecutive 3 year terms. Individuals are eligible for reappointment after one year has elapsed from conclusion of most recent term.

September, 2017
BOARD OF DIRECTORS OF THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL FOUNDATION, INC.

17 MEMBERS; METHOD OF SELECTION

I. NINE EX-OFFICIO MEMBERS

A. 4 BY VIRTUE OF OFFICE (term concurrent with office tenure)

Chair of the Board of Trustees (Haywood Cochrane)
Chancellor (Carol Folt)
Vice Chancellor for Finance and Administration (Matt Fajack)
Vice Chancellor for University Advancement (David Routh)

B. 2 ELECTED BY BOARD OF TRUSTEES FROM BOARD OF TRUSTEES MEMBERSHIP (term concurrent with Board tenure)*

Dwight Stone 2021
(vacancy created by election of
Haywood Cochrane as Chairman
of Board of Trustees)
Julia Sprunt Grumbles 2019

C. 3 ELECTED BY BOARD OF TRUSTEES FROM MEMBERSHIP OF THE BOARD OF TRUSTEES OF THE ENDOWMENT FUND (term concurrent with Endowment tenure)*

Michael Kennedy 2019
(vacancy created by expiration of second
term of Max Chapman)
Sallie Shuping-Russell 2018
Steve Lerner 2019

II. EIGHT DIRECTORS ELECTED BY THE NINE EX-OFFICIO DIRECTORS (four year term)

David Pardue 2017
Kel Landis 2017
Nelson Schwab 2018
Roger Perry 2018
David Carroll 2019
Ed Fritsch 2019
John Townsend 2020
Williard J. Overlock, Jr. 2020

September, 2017
Risk Assessment and Internal Audit Plan
2017/18
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Risk Assessment Process……………………………………………………………………………. 4

Appendices:
   A: Calculation of Available Work Hours
   B: 2017/18 Audit Work Schedule
Introduction

Each year, the Internal Audit Department of the University of North Carolina at Chapel Hill develops an audit work plan based on a university-wide assessment of risk. This approach is in keeping with the Institute of Internal Auditors’ *International Standards for the Professional Practice of Internal Auditing* (IIA Standards) and the *Internal Audit Act* (NCGS § 143-746) which requires internal audit functions in NC State agencies and institutions to comply with the IIA Standards. Also, basing audit work plans on risk helps ensure that audit resources are allocated effectively and efficiently and in a way that best helps manage and the Board of Trustees provide governance and fulfill the University’s mission.

The primary objectives of the risk assessment process are to:

- Ensure compliance with *IIA Performance Standard 2010 – Planning* which states: “The chief audit executive must establish risk-based plan to determine the priorities of the internal audit activity, consistent with the organization’s goals” and with North Carolina’s *Internal Audit Act*;

- Gather information about the organizational structure of the University, its operations, and its finances and about trends and recent concerns in higher education;

- Identify risk concerns of University management and members of the Finance, Infrastructure, and Audit Committee of the Board of Trustees and expectations of the Internal Audit Department;

- Identify opportunities to coordinate work with other audit groups, such as the Office of the State Auditor, to reduce the potential for duplicative audits.

- Develop an audit work plan based on risks and opportunities identified during the assessment process; and

- Present the work plan and results of the risk assessment to the Chancellor of the University of North Carolina at Chapel Hill and the Finance, Infrastructure, and Audit Committee of its Board of Trustees for review and approval.

While the initial work plan is developed based on a formal risk assessment process, risks change throughout the year. Therefore, we monitor changes at the University and in higher education during the year and make revisions the work plan as needed.
Risk Assessment Process

The risk assessment and audit planning process involves developing an audit universe and considering how different components of risk affect individual auditable units and the University as a whole.

Audit Universe Development Model

1. **Management Input**
2. **Issues in Higher Education**
3. **Individual Units**
4. **Information Technology**
5. **Compliance Requirements**
6. **Core Business Functions**
7. **Mission, Goals, Objectives, Strategic Planning**

Risk Components

1. Strategic risks – relate to mission and goals of the University
2. Financial risks – relate to stewardship and safeguarding of resources
3. Operational risks – relate to processes used to achieve mission and goals
4. Compliance risks – related to laws, rules, regulations, and other requirements
5. Reputational/service risk – relate to public image and the impact of service failure
Step 1: Update and Create Audit Universe

The risk assessment process begins with a review of the organization structure of the University and the identifying by various missions, functions, and financial activities of individual departments and other units. What these units are here to do and how they seek to accomplish their mission, goals, etc. forms the base of the audit universe.

- We initially identified functions and activities that are unique to a particular department and activities that cross departmental lines. Examples include governance practices, the service-related activities of the Registrar’s Office, various elements of sponsored award management, facilities services, parking and transportation, etc. These functions/activities become individual audit units.

- We also created audit units for each core business function such as payroll, small order purchasing, travel, etc. Responsibility for core business functions is shared by departments and central offices; this shared responsibility affects both the risks associated with the core business functions and how they are best audited. We audit core business functions university-wide – an approach that includes an assessment of processes in central offices as well as in a sample of individual units. We believe this approach provides a “birth to death” review that can best identify gaps in or redundancies in internal controls.

- To supplement audits of core business functions, major functions, we also choose to do audit work in individual departments and other units. Departmental audits provide a way to more closely assess risks and governance across the University, to build additional working relationships with the campus community, and potentially to identify control weaknesses before these become problems.

- Although some elements of the audit universe are based on internal factors, external compliance requirements are major issues in the University’s risk and operating environment. The University has overall policies and procedures that govern how to comply with requirements. In many cases, one or more central units have primary responsibility for monitoring compliance. Since most compliance activities are overseen, centrally, we believe that they are best audited university-wide.

- Information technology (IT) supports and enables nearly all functions and activities of the University. IT has unique audit and business risks such as disaster recovery, data and physical security, patching, access controls, change controls, data retrieval and reporting, etc. IT at the University is a hybrid function with central systems and servers managed by Information Technology Services and departmental/school servers and systems managed by those units. The IT portion of our audit universe includes a combination of audits of central systems, governance, and policy. We will assess issues related to departmental/school systems through general controls review done as part of broader audits of these units.

- Some schools, departments, and centers have unique activities or IT systems. In addition, the highly decentralized nature of the University makes it necessary to include individual units in our audit universe. This practice provides a way to assess, on a more granular level, activities and potential
risks across the University. The audits will also provide an opportunity to share information with individual units and to keep the University community aware of Internal Audit as a resource for advice and guidance.

- The final steps in developing an audit universe involve tapping into and leveraging the knowledge of colleagues at other universities and of key members of University management. These individuals are a valuable resource for identifying any need to adjust audit units or approaches to better address current and future risks.

**Step 2: Assess Risk**

- Interview the Chairman of the Finance, Infrastructure, and Audit Committee of the Board of Trustees and key members of University management to identify their views of challenges and opportunities for the University and to get suggestion for items to be included in the audit work plan;

- Consider risk factors:
  - Significance of operations;
  - Impact of a service delay or failure;
  - Sensitivity of information managed;
  - Public or political sensitivity;
  - Extent of regulation;
  - Changes in management or the operating environment;
  - Key Performance Indicators calculated each month for the UNC Business Compliance Program; and
  - Amount of time since any prior audits (internal or external) and the status of findings from any prior audits; and

- Assign relative risk to auditable units: high, medium, or low risk.

**Step 3: Develop Audit Work Plan**

Determine available audit hours based on size of audit staff, available work hours per staff member, and estimates of time for administrative activities such as training, meetings, and leave. Refer to Appendix A for the calculation of available audit hours.

Allocate blocks of time for unplanned audits, investigations, advisory work, and annual projects.
To select items for the rest of the 2017/18 audit work schedule we considered:

- Available audit hours;
- Projects from the 2016/17 audit work plan that needed to be carried forward;
- Specific requests by management or members of the Board of Trustees;
- Nature and timing of any recent or anticipated changes in an area (such as a system conversion, new financial management, extensive process revisions, etc.); and
- Recent events at the University and at other colleges and universities that have raised the visibility and sensitivity of certain activities.

After possible units for the 2017/18 audit work schedule were selected, hours were budgeted for each project based on nature of the area audited and the anticipated audit work in an area. If necessary, possible units were added or dropped in order to have a work plan that fit available hours.

Refer to Appendix B for the 2017/18 Audit Work Plan.

**Step 4: Finalize the Work Plan**

Submit the risk assessment to the Chancellor and Finance, Infrastructure, and Audit Committee for review and approval.

Submit the approved plan to General and Administration and the Council of Internal Auditing for their records.
## Appendix A
### UNC Internal Audit
### Available Hours - 2017/18

<table>
<thead>
<tr>
<th>Description</th>
<th>Budgeted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Hours Available - Permanent Staff -1-</td>
<td>14,560</td>
</tr>
<tr>
<td>Add: Projected temporary employees</td>
<td>600</td>
</tr>
<tr>
<td>Less: Vacancies -2-</td>
<td>(3,120)</td>
</tr>
<tr>
<td><strong>Adjusted hours available</strong></td>
<td>12,040</td>
</tr>
<tr>
<td>Less: Leave Hours -3-</td>
<td>(1,904)</td>
</tr>
<tr>
<td>Less: Other Administrative Time -4-</td>
<td>(1,698)</td>
</tr>
<tr>
<td><strong>Available for projects</strong></td>
<td>8,439</td>
</tr>
<tr>
<td>Routine Audits &amp; Annual Projects</td>
<td>3,860</td>
</tr>
<tr>
<td>Audit Related</td>
<td>2,100</td>
</tr>
<tr>
<td>Special Reviews &amp; Management Requests</td>
<td>2,500</td>
</tr>
<tr>
<td><strong>Total Scheduled</strong></td>
<td>8,460</td>
</tr>
<tr>
<td><strong>Under/&lt;Over&gt;scheduled</strong> ** **</td>
<td><strong>(22)</strong></td>
</tr>
</tbody>
</table>

-1- = seven positions, 2080 hours each
-2- = one position projected to be filled by 12/31/17 (1,040 hours vacant); one position with insufficient funding to fill (2,080 hours)
-3- = based on official holidays and past use of vacation and sick leave
-4- = training, audit committee activities, meetings, professional reading, etc.
# Appendix B

## UNC-CH Internal Audit

### Audit Schedule - 2017/18

<table>
<thead>
<tr>
<th>Routine Audits</th>
<th>Hours Budgeted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Historically Under-utilized Business Program</td>
<td>150</td>
</tr>
<tr>
<td>Cleary Act Reporting</td>
<td>300</td>
</tr>
<tr>
<td>Governance - Trustee Orientation</td>
<td>400</td>
</tr>
<tr>
<td>Follow-up for Prior Internal Audit Findings</td>
<td>860</td>
</tr>
<tr>
<td>Follow-up for OSA IT GC Audit</td>
<td>250</td>
</tr>
<tr>
<td>Chemistry - departmental audit</td>
<td>400</td>
</tr>
<tr>
<td>Athletics Ticket Sales</td>
<td>400</td>
</tr>
<tr>
<td>Building Access</td>
<td>400</td>
</tr>
<tr>
<td>Energy Services Equipment</td>
<td>400</td>
</tr>
<tr>
<td><strong>Total for Routine Audits</strong></td>
<td><strong>3,560</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Annual Projects</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>UNC Business Compliance Program 2018</td>
<td>50</td>
</tr>
<tr>
<td>2017/18 Risk Assessment and Audit Plan</td>
<td>200</td>
</tr>
<tr>
<td>2017 State Audit</td>
<td>50</td>
</tr>
<tr>
<td><strong>Total for Annual Projects</strong></td>
<td><strong>300</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Audit Related</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Systems</td>
<td>500</td>
</tr>
<tr>
<td>Internal QAR</td>
<td>250</td>
</tr>
<tr>
<td>Audit Committee</td>
<td>100</td>
</tr>
<tr>
<td>KPI Reporting</td>
<td>20</td>
</tr>
<tr>
<td>HIPAA Security Liaisons</td>
<td>80</td>
</tr>
<tr>
<td>Data Access and Reporting</td>
<td>250</td>
</tr>
<tr>
<td>UCPPD</td>
<td>100</td>
</tr>
<tr>
<td>Policy Liaisons</td>
<td>50</td>
</tr>
<tr>
<td>Enterprise Data Coordinating Committee</td>
<td>50</td>
</tr>
<tr>
<td>Other Audit Related</td>
<td>200</td>
</tr>
<tr>
<td><strong>Total for Audit Related</strong></td>
<td><strong>1,600</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Unplanned Projects</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Hours Scheduled</strong></td>
<td><strong>8,460</strong></td>
</tr>
</tbody>
</table>

| Total Hours Available                              | (8,439)          |

| <Under>/Over Scheduled                             | **22**           |

---

**Approvals:**

Chancellor: [Signature] Date: 9/28/17

Chairman: [Signature] Date: 9/28/17

Finance, Infrastructure, and Audit Committee
## UNC Internal Audit
### Use of Audit Resources
#### Summary of Audit Hours Used - FY 2018 as of 08/06/17

<table>
<thead>
<tr>
<th>Description</th>
<th>Budgeted</th>
<th>Pro-Rated</th>
<th>Hours Charged</th>
<th>Variance (Over/Under)</th>
<th>Budgeted Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Hours Available -1-</td>
<td>14,560</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Add: Projected temporary staff</td>
<td>600</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Less: Vacancies -2-</td>
<td>(3,120)</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Adjusted hours available</td>
<td>12,040</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less: Leave</td>
<td>(1,904)</td>
<td>(159)</td>
<td>143</td>
<td>16</td>
<td></td>
</tr>
<tr>
<td>Less: Other Administrative Time -3-</td>
<td>(1,698)</td>
<td>(141)</td>
<td>172</td>
<td>(31)</td>
<td></td>
</tr>
<tr>
<td>Total for Training, Leave, &amp; Administrative</td>
<td>(3,602)</td>
<td>300</td>
<td>315</td>
<td>29.9%</td>
<td></td>
</tr>
<tr>
<td>Hours Available for Projects</td>
<td>8,439</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Routine Audits &amp; Annual Projects</td>
<td>3,860</td>
<td>322</td>
<td>365</td>
<td>(44)</td>
<td>32.1%</td>
</tr>
<tr>
<td>Audit Related -4-</td>
<td>2,100</td>
<td>175</td>
<td>119</td>
<td>56</td>
<td>17.4%</td>
</tr>
<tr>
<td>Unplanned Projects and Advisory Work</td>
<td>2,500</td>
<td>208</td>
<td>281</td>
<td>(73)</td>
<td>20.8%</td>
</tr>
<tr>
<td>Total Scheduled/Charged</td>
<td>8,460</td>
<td>705</td>
<td>766</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Under/&lt;Over&gt; Scheduled</td>
<td>(22)</td>
<td>1,081</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

-1- = seven staff members at 2080 hours/year
-2- = one position projected to be filled by 12/31/17 (1,040 hours vacant); one position with insufficient funding to fill (2,080 hours)
-3- = training, audit committee activities, meetings, professional reading, etc.
-4- = consulting and advisory work, activities that improve audit operations.
-5- = budget pro-rated for four weeks
UNC Internal Audit  
Status of 2017/18 Audit Schedule as of 08/06/17

**Planned Audits**

**In Process**
- Historically Under-utilized Business Program
- Cleary Act Reporting
- Follow-up for Prior Internal Audit Findings

**Scheduled**
- Governance - Trustee Orientation
- Follow-up for OSA IT GC Audit
- Chemistry - departmental audit
- Athletics Ticket Sales
- Building Access
- Energy Services Equipment

**Annual Projects**
- UNC Business Compliance Program 2018
- 2017/18 Risk Assessment and Audit Plan
- SACS 2018
- 2017 State Audit

**Audit Related**
- Audit Manual
- Time System
- Office Systems
- Audit Planning
- Audit Committee
- Media Requests
- Internal QAR
- IT Governance Committee & Data Custodian Work
- KPI Reporting
- Board of Governors’ Meetings
- HIPAA Security Liaison
- Continuous Auditing
- University Committee on the Protection of Personal Data
- Privacy Liaison
- Data Access and Reporting
- Enterprise Data Coordinating Committee

**Special Projects & Management Requests**

**Complete**
- Carolina Center for Educational Excellence
- Law - Center for Civil Rights
- School of Law - Teaching Loads

**In Process**
- Nutrition Research Institute
- Lineberger Cancer Center Tissue Culture Facility
- Journalism - Fair Labor Standards Act

**Multiple Short-term Advisory Projects**
SITE APPROVAL – SCIENCE COMPLEX PHASE 3

This project will provide advance planning for the redevelopment of the Naval Armory site and adjacent parking lot for a new 220,000 square foot building to house facilities for Applied Physical Sciences, Institute for Convergent Science and innovation space for faculty start-ups.

The anticipated project budget is $175 million.

RECOMMENDED ACTION:

A motion to approve the site.
Science Complex Phase III

Project Location

2006 Campus Master Plan

Site Approval
Science Complex Phase III

PROJECT SITE

CAMPUS MAP
SITE APPROVAL – TRANSLATIONAL RESEARCH BUILDING

This project will construct a new approximately 140,000 sf building that will consolidate existing vivarium facilities and allow for additional program growth.

The relocation of the grounds facilities and subsequent demolition of the existing facilities will be part of this project.

The anticipated project budget is $133 million.

RECOMMENDATION ACTION:

A motion to approve the site.
Translational Research Building

PROJECT LOCATION

2006 CAMPUS MASTER PLAN

Site Approval
Translational Research Building

Site Approval
DESIGNER SELECTION – KENAN CENTER 2nd FLOOR AND MCCOLL BUILDING 4th FLOOR RENOVATIONS

This project will renovate selected areas of the Kenan Center and the Kenan Flagler Business School to convert under-utilized rooms and public spaces into open office areas for administrative personnel and faculty.

The project budget is $1,325,293 and will be funded by an institutional trust fund supported by Business School operations.

The project was advertised on August 3, 2017. The Selection Committee received seven (7) proposals.

Three (3) firms were interviewed on September 5, 2017. The Selection Committee consisted of members from the Kenan Flagler Business School and Facilities Planning & Design. The committee recommended the selection of the three firms in the following priority order:

1. CJMW Architecture Winston-Salem, NC
2. 310 Architecture + Interiors Raleigh, NC
3. Allison Blanks Architect Pittsboro, NC

The firms were selected for their past performance on similar projects, strength of their consultant team and experience with campus projects.

RECOMMENDED ACTION:

A motion to approve the three firms in the following priority order:

1. CJMW Architecture Winston-Salem, NC
2. 310 Architecture + Interiors Raleigh, NC
3. Allison Blanks Architect Pittsboro, NC
KFBS Renovations 2nd & 4th Floors

PROJECT LOCATION

2006 CAMPUS MASTER PLAN
KFBS Renovations 2nd & 4th Floors

PROJECT LOCATION
August 21, 2017

The University of North Carolina at Chapel Hill
Department of Facilities Planning + Design
Jerry U. Guerrier, RA, LEEDTM AP
Assistant Director
103 Airport Drive
Campus Box #1090
Chapel Hill, North Carolina 27599-1090

Dear Mr. Guerrier,

On behalf of my team at CJMW Architecture (CJMW), I am excited to submit our qualifications for the renovations in the Kenan Center and McColl Building. We know these buildings well – I personally have been the lead interior designer for the firm’s work with Kenan-Flagler for more than 15 years. Our team has worked in both the McColl building and the Kenan Center on multiple projects, most of which involved administrative space. We have also recently completed multiple projects at the Rizzo Conference Center, including the Phase III addition and renovations, which included administrative and conference spaces.

In addition to experience working with the Kenan-Flagler Business School, CJMW has extensive experience in the renovation of business and administrative spaces. Our 12-person Interior Design Studio includes designers, a licensed architect, a Studio-dedicated BIM technician, and additional technical design support. We handle projects of all scales, from FFE for small spaces up to and including large scale corporate and hospitality project design. Information about our relevant experience as well as the proposed team can be found in the following pages of the Executive Summary as well as the SF330 submittal.

We appreciate your consideration of our team and look forward to the opportunity to discuss our qualifications and the project in more depth.

Sincerely yours,

Kathleen Warner
Principal • Director, Interior Design Studio
F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM’S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

<table>
<thead>
<tr>
<th>PROJECT OWNER</th>
<th>TITLE AND LOCATION</th>
<th>FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNC Kenan-Flagler Business School</td>
<td>Chapel Hill, NC</td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

22. YEAR COMPLETED

<table>
<thead>
<tr>
<th>PROFESSIONAL SERVICES</th>
<th>CONSTRUCTION (If applicable)</th>
</tr>
</thead>
</table>

23. PROJECT OWNER’S INFORMATION

a. PROJECT OWNER
b. POINT OF CONTACT NAME
   PI: Roger Perry / PII: Amy Wittmayer
c. POINT OF CONTACT TELEPHONE NUMBER
   PI: 919.929.0660 / PII: 919.962.3593

For the off-campus offices of Kenan-Flagler Business School’s program development, marketing and Online MBA school departments, CJMW Architecture designed a collaborative and contemporary space that reflects the less traditional team and program focus of the online MBA program. Blending modern forms with traditional finishes, the tenant upfit responds to the client’s need for collaborative, open and private office space. Several years later, the team upfit additional space for another MBA program division using a similar aesthetic. After seeing the benefit of the CJMW Architecture-designed glass-walled offices used in another division, the East 54 team opted for an aluminum framed glass wall system to keep the offices visually open and allow light to infuse the entire space. Carpet in the private offices carries through into the open office area; this texture plus rich wood finishes bring a balance to the harder, industrial feel of the concrete floors and open ceilings. Mechanical systems supporting the entire building are located in the East 54 space; ceiling planes mask the systems and provide a connective link between individual spaces.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

<table>
<thead>
<tr>
<th>(1) FIRM NAME</th>
<th>(2) FIRM LOCATION (City and State)</th>
<th>(3) ROLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. CJMW Architecture</td>
<td>Winston-Salem, NC</td>
<td>Architecture (phase II), Interior Design (phase I &amp; II)</td>
</tr>
<tr>
<td>b. KONTEK systems, inc.</td>
<td>Durham, NC</td>
<td>A/V Systems Design (Phase I only)</td>
</tr>
<tr>
<td>c.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT
(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

21. TITLE AND LOCATION (City and State)
Rizzo Conference Center Phase III
Chapel Hill, NC

22. YEAR COMPLETED
PROFESSIONAL SERVICES 2015
CONSTRUCTION (If applicable) 2016

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
UNC Kenan-Flagler Business School

b. POINT OF CONTACT NAME
Brent Haste

c. POINT OF CONTACT TELEPHONE NUMBER
800.727.5531

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)
Placed in connection with the existing residence hall, the 93,000 square foot, 5-story addition blends integrally into its surroundings and creates a dynamic new gathering place for the whole campus. A curved terraced section links new to old, forming a semi-enclosed courtyard that will be the outdoor social heart of the Rizzo Center campus. The executive lounge, fitness center, classrooms and other public areas on the courtyard level open directly onto the outdoor meeting and recreation spaces, enlivening and energizing the outdoor space. Additional renovations and refreshes of existing spaces were also a part of the overall effort. CJMW Architecture’s interior design team drew from their hospitality design experience to bring a fresh and updated interpretation for the guest room designs. The project is LEED Silver-targeted.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

<table>
<thead>
<tr>
<th>(1) FIRM NAME</th>
<th>(2) FIRM LOCATION (City and State)</th>
<th>(3) ROLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJMW Architecture</td>
<td>Winston-Salem, NC</td>
<td>Architecture, Interior Design</td>
</tr>
<tr>
<td>RDK Engineers</td>
<td>Raleigh, NC</td>
<td>MEP &amp; Fire Protection Engineering</td>
</tr>
<tr>
<td>KONTEK systems, inc.</td>
<td>Durham, NC</td>
<td>A/V Systems Design</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
DESIGNER SELECTION – MARSICO HALL MEP SYSTEMS PROJECT

This project will focus on improvements to the complex and highly integrated building mechanical, electrical, specialty lab and medical equipment, and control systems in Marsico Hall. This project will review adequacy of building system capacity, including required redundancy; power quality issues; and critical points of failure that have significant impact of the medical imaging function. Recommendations for mechanical, plumbing and electrical improvements will be reviewed with stakeholders and implemented as part of the project. The design team will provide a report summarizing findings of the investigative phase and recommendations.

The project budget is $600,000 and will be funded by State appropriations.

This project was advertised on July 14, 2017. Six (6) proposals were received. Three (3) firms were interviewed on August 22, 2017. Members of the Board of Trustees did not participate in the interviews.

The committee recommended the selection of the three firms in the following priority order:

1. Newcomb & Boyd Atlanta, GA
2. RMF Raleigh, NC
3. McKim & Creed Raleigh, NC

The firms were selected for their past performance on similar projects, the strength of their project team members, and experience with campus projects.

RECOMMENDED ACTION:

A motion to approve the three firms in the following priority order:

1. Newcomb & Boyd Atlanta, GA
2. RMF Raleigh, NC
3. McKim & Creed Raleigh, NC
Marsico Hall MEP Systems (CIP 663)

PROJECT LOCATION

2006 CAMPUS MASTER PLAN
Marsico Hall MEP Systems (CIP 663)
Newcomb & Boyd
CONSULTANTS AND ENGINEERS
303 Peachtree Center Avenue, NE
Suite 525
Atlanta, Georgia, 30303-1277
T: 404 730-8400
F: 404 730-8401

August 2, 2017

Ms. Cindy B. Register, PE
Assistant Director
Engineering Services
103 Airport Drive
Campus Box #1090
The University of North Carolina at Chapel Hill
Chapel Hill, North Carolina 275-1090

Re: Marsico Hall MEP Systems (CIP 663)
University of North Carolina at Chapel Hill

Dear Ms. Register:

We are pleased to submit this Statement of Qualifications to provide engineering services to evaluate and implement enhancements to the MEP systems in Marsico Hall.

Newcomb & Boyd is uniquely qualified for this evaluation as we were the engineer-of-record for the original design and the team of engineers we have selected for this evaluation is aware of the full project history, including the original design intent and all the revisions made during construction.

The foundation of our practice is built on long-term relationships with our clients. We welcome the opportunity to build on our existing relationship with the University of North Carolina at Chapel Hill.

Yours very truly,

[Signature]

Jeffrey L. Linde, PE
Partner
F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM’S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT

21. TITLE AND LOCATION (City and State)
University of North Carolina at Chapel Hill
Marsico Hall
Chapel Hill, North Carolina

22. YEAR COMPLETED
PROFESSIONAL SERVICES
2011
CONSTRUCTION (if Applicable)
2014

23. PROJECT OWNER’S INFORMATION

a. PROJECT OWNER
University of North Carolina at Chapel Hill
b. POINT OF CONTACT NAME
Greg Graves
c. POINT OF CONTACT TELEPHONE NUMBER
919-843-5659

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

Marsico Hall is a high-rise research facility including laboratories for drug discovery and delivery, a vivarium housing 3,000 small and 18 large animal cages, general wet laboratories, a USP 797 cleanroom, and a campus district energy plant. Marsico Hall houses many of the School of Medicine’s and the Eshelman School of Pharmacy’s research programs, including the Marsico Lung Institute, the Biomedical Research Imaging Center, and researchers from the Lineberger Comprehensive Cancer Center, nanomedicine, microbiology and immunology, and pharmaco-engineering. Underground chilled water piping work includes the replacement of 800 linear feet of 24” chilled water mains and a new 18” connection to the Lineberger Comprehensive Cancer Center. Imaging equipment located in the facility includes a cyclotron, a small bore 9T MRI, a 3T MRI, MR/PET, PET/CT, and multiple NMRs. Sustainable features include a district energy plant with heat recovery chillers, a runaround loop energy recovery system, variable volume laboratory controls, a non-potable water system, low flow plumbing fixtures, and laboratory equipment water saving options. This building is pursuing LEED Silver certification. 343,000 square feet, $153,884,220 construction cost.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

<table>
<thead>
<tr>
<th>(1) FIRM NAME</th>
<th>(2) FIRM LOCATION (City and State)</th>
<th>(3) ROLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Newcomb &amp; Boyd CONSULTANTS AND ENGINEERS</td>
<td>Atlanta, GA</td>
<td>Mechanical, Electrical, Plumbing, Fire Protection, Audio-Visual, Communications, Security</td>
</tr>
<tr>
<td>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM’S QUALIFICATIONS FOR THIS CONTRACT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------------------------------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>20. EXAMPLE PROJECT KEY NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>21. TITLE AND LOCATION (City and State)</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Orleans BioInnovation Center</td>
</tr>
<tr>
<td>Retrocommissioning</td>
</tr>
<tr>
<td>New Orleans, Louisiana</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>22. YEAR COMPLETED</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROFESSIONAL SERVICES: 2016</td>
</tr>
<tr>
<td>CONSTRUCTION (if Applicable): 2016</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>23. PROJECT OWNER’S INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. PROJECT OWNER: New Orleans BioInnovation Center, Inc.</td>
</tr>
<tr>
<td>b. POINT OF CONTACT NAME: Aaron Miscenich</td>
</tr>
<tr>
<td>c. POINT OF CONTACT TELEPHONE NUMBER: 504-680-2973</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Retrocommissioning of an incubator facility housing laboratory space, office space, and meeting and conference rooms. 66,500 square feet.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. FIRM NAME: Newcomb &amp; Boyd</td>
</tr>
<tr>
<td>FIRM LOCATION (City and State): Atlanta, GA</td>
</tr>
<tr>
<td>ROLE: Commissioning</td>
</tr>
</tbody>
</table>
APPROVAL FOR PROPERTY DEMOLITION – 2311 HOMESTEAD ROAD

This request is for approval to demolish the fire-damaged house as well as the ancillary structures (barn and shed) located at 2311 Homestead Road in Chapel Hill. The existing residential structure was destroyed by fire on April 19, 2017 and is damaged beyond repair. The 2311 Homestead Road property was originally acquired in 1992 for the purpose of providing additional frontage and access to Carolina North along Homestead Road.

RECOMMENDED ACTION

A motion to approve the demolition of all structures at 2311 Homestead Road in Chapel Hill, North Carolina.
2311 Homestead Road

Sources: Esri, HERE, DeLorme, TomTom, Intermap, INCREMENT, iDEP, GEOS, USGS, FAO, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, and the GIS User Community

14 September 2017
ATTACHMENT K

SPECIAL OBLIGATION BOND PROJECT

The General Statutes permit the Board of Governors to issue special obligation bonds payable from obligated resources to fund the costs of acquiring, constructing or providing a special obligation project at any of the constituent institutions of the University of North Carolina. The General Statutes require the Board of Trustees of The University of North Carolina at Chapel Hill to approve the issuance of the bonds for its special obligation bond projects. Attached is a resolution authorizing the issuance of special obligation bonds for self-liquidating projects recently approved by the North Carolina General Assembly.

RECOMMENDED ACTION:

A motion to approve the attached resolution.
RESOLUTION OF THE BOARD OF TRUSTEES OF
THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL
APPROVING THE ISSUANCE OF SPECIAL OBLIGATION BONDS

WHEREAS, under Article 3, Section 116D General Statutes of North Carolina (the “Act”) the Board of Governors (the “Board of Governors”) of the University of North Carolina (the “University”) may issue special obligation bonds, payable from obligated resources to pay the costs of acquiring, constructing or providing a special obligation project at one of the constituent institutions of the University or refunding any obligations previously issued by the Board of Governors;

WHEREAS, The University of North Carolina at Chapel Hill (“UNC-CH”) will request the Board of Governors to issue its special obligation bonds in one or more series to be known as “The University of North Carolina at Chapel Hill General Revenue Bonds” or “The University of North Carolina System Commercial Paper Bonds (UNC at Chapel Hill/NC State)”, with appropriate series designations for each series (collectively, the “Bonds”), the proceeds of which will be applied to (1) financing the costs of the projects approved by the North Carolina General Assembly in Chapter 141 of the 2017 North Carolina Session Laws (collectively, the “Special Obligation Bond Projects”), including (a) Indoor Practice Facility and Fetzer Field, (b) Media and Communication Studios (Athletics), (c) DLAM Renovations (swing space for Berryhill Hall) & AAALAC Certification, (d) Kenan Labs – Renovations to Labs 7A, 7B, 7C, 8B & 8C for Applied Physics and (e) Medical Education Building and (2) paying the costs incurred in connection with the issuance of the Bonds; and:

WHEREAS, Section 116D-26(b) of the Act requires the Board of Trustees of The University of North Carolina at Chapel Hill to approve the issuance of the Bonds for the Special Obligation Bond Projects;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of The University of North Carolina at Chapel Hill as follows:

Section 1. Approval of Issuance of Bonds. The issuance of the Bonds for the Special Obligation Bond Projects is approved.

Section 2. Effective Date. This Resolution is effective immediately.

ADOPTED AND APPROVED this 28th day of September, 2017.

THE BOARD OF TRUSTEES OF THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

By:  
Assistant Secretary

PPAB 3863651 v1
STATE OF NORTH CAROLINA )
COUNTY OF ORANGE )

I, Clayton Somers, the duly elected Assistant Secretary of the Board of Trustees of The University of North Carolina at Chapel Hill, **DO HEREBY CERTIFY** that (1) the foregoing is a full, true and correct copy of the Resolution adopted by the Board of Trustees of The University of North Carolina at Chapel Hill at its meeting of September 28, 2017 and appearing in the minutes of such meeting, (2) notice of the meeting of the Board of Trustees of The University of North Carolina at Chapel Hill held on September 28, 2017 was sent to each member of the Board, and (3) a quorum was present at the meeting on September 28, 2017 at which time the foregoing Resolution was adopted.

**WITNESS,** my hand and the seal of The University of North Carolina at Chapel Hill this 28th day of September, 2017.

[Seal]

Assistant Secretary
REPORT TO THE FINANCE, INFRASTRUCTURE, AND AUDIT COMMITTEE OF THE BOARD OF TRUSTEES

Internal Audit Department
University of North Carolina at Chapel Hill

September 27, 2017
STAFFING UPDATE

Andrew Baker joined the Internal Audit staff on June 19, 2017. He previously worked with the Office of the State Auditor in its Performance and Investigative Audit units. He holds a Masters of Accounting degree for NC State and is a Certified Fraud Examiner.

This year, we plan to make use of the State of North Carolina’s Internal Audit Staffing Services term contract to obtain additional resources for audit projects.

COMPLETED PROJECTS

Facilities Use of Consortiums – review of potential for use of repair and renovations services procured under the National Joint Powers Alliance (NJPA). We determined that the NJPA is an allowed source for repair and renovations services. Management agreed to consider using the NJPA as an alternative for future projects.

School of Government – Development Finance Initiative – review of contracts and the relationship between the School and an outside entity that provides redevelopment project management services. This review identified undisclosed conflicts of interest and commitment and advance payment for services.

The School no longer uses the outside entity that was the focus of this audit and has implemented a new process for providing redevelopment services to its clients. Management agreed to discontinue the practice of paying for goods and services in advance. The individual with the conflicts of interest and commitment has since left the University.

Carolina Center for Education Excellence (CCEE) – management request – an assessment of financial matters related to community program run by the School of Education including revenue levels and matching of revenue and costs. We found that some expenses for this program were charged to other sources of funds rather than revenue the program generated.

Management responded that they discontinued the program that was the focus our review and all of the CCEE’s other revenue producing programs. Management also committed to taking steps to ensure that, in the future, costs are charged to the appropriate sources of funds.

School of Law - Center for Civil Rights – Assistance to management in reviewing allocations of shared costs. Our review determined that the method that the School of Law used to allocate shared costs to the Center for Civil Rights was reasonable and accurate.

School of Law – Teaching Loads – review of allegations that faculty teaching loads were not in keeping with School policy. We reviewed teaching loads for all School of Law faculty members since academic year 2006/07 and determined that all faculty teaching loads were in compliance with School policy.
We concluded that the allegations did not have merit. However, we found occasional differences between the School’s records and the Academic Personnel Office’s records for faculty members who were on extended leave. We also identified opportunities to clarify language in the School’s Faculty Reference Manual.

School management agreed to resolve these issues.

**Anesthesiology 2017** – assistance to management in following-up on allegations referred by the Office of the State Auditor. We worked with management of the Department of Anesthesiology (Department) and determined that the allegations did have merit. We will provide the Department with a summary of the results of the review. There will not be a formal audit report.

**IN PROCESS**

**Follow-up of Prior Internal Audit Findings** – a review and evaluation of steps that management has taken to resolve issues reported from past audits. Standard 2500 – Monitoring Progress of the International Standards for the Professional Practice of Internal Auditing requires that “the chief audit executive must establish and maintain a system to monitor the disposition of results communicated to management.”

This year, we will take a different approach to reporting the results of our follow-up work. We will issue a separate follow-up report for each prior audit with findings that have not been corrected as of April 30, 2017.

In the past, we issued only one summary follow-up report that identified unresolved items, only. Individual follow-up reports will provide more complete information about the status of prior findings by identifying audits that have been cleared as well as those with unresolved issues.

At any point in time, we can provide a report of all unresolved findings.

**Historically Under-utilized Business Program** – a review of processes used to promote and encourage full and open competition, promote equal access to contracting opportunities among the various contractors and vendors that do business with the University, and ensure compliance with policy reporting requirements related to this program. This project has been delayed by time-sensitive projects requested by management.

**Nutrition Research Institute** – a review of allegations of incorrect purchasing practices and use of requisitions when needed. We have expanded the scope of this review to include a wider range of fiscal activities at the Institute. Internal control work is in process.

**Clery Act Reporting** – a review of processes used to manage notifications and reporting required by the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act”. This project has been delayed by the Nutrition Research Institute review and work done to assess the status of prior audit findings.
Lineberger Comprehensive Cancer Center Tissue Culture Facility – a review of allegations regarding camera and computer purchases made by the Tissue Culture Facility.

ON-GOING ADVISORY PROJECTS AND COMMITTEE WORK

- AICPA Business Environment and Concepts Subcommittee (CPA examinations);
- Data Analytics Committee – team of internal auditors that will work to identify and develop data analytics tools and techniques;
- HIPAA Privacy Liaisons;
- University-wide Committee on the Protection of Personal Data;
- Policy Liaisons;
- Compliance Strategy Committee; and
- Multiple short-term projects done to assist management with identifying and managing risks.
## UNC Internal Audit

### Use of Audit Resources

#### Summary of Audit Hours Used - FY 2017 as of 06/30/17

<table>
<thead>
<tr>
<th>Description</th>
<th>Budgeted</th>
<th>Charged</th>
<th>Variance (Over)/Under</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Hours Available</td>
<td>14,560</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Less: Vacancies -2-</td>
<td>(3,640)</td>
<td>5200</td>
<td>1,560</td>
</tr>
<tr>
<td>Less: Training &amp; Professional Development</td>
<td>(420)</td>
<td>712</td>
<td>(292)</td>
</tr>
<tr>
<td>Less: Leave</td>
<td>(2,341)</td>
<td>1,438</td>
<td>903 -a-</td>
</tr>
<tr>
<td>Less: Other Administrative Time -3-</td>
<td>(1,240)</td>
<td>1,146</td>
<td>94 -a-</td>
</tr>
<tr>
<td><strong>Total for Training, Leave, &amp; Administrative</strong></td>
<td>4,001</td>
<td>8,496</td>
<td></td>
</tr>
<tr>
<td><strong>Hours Available for Projects</strong></td>
<td></td>
<td>6,919</td>
<td></td>
</tr>
</tbody>
</table>

- **Routine Audits**
  - Budgeted: 1,625
  - Charged: 527
  - Variance: 1,098 -b-

- **Annual Projects**
  - Budgeted: 1,200
  - Charged: 1,728
  - Variance: (528)

- **Audit Related -4-**
  - Budgeted: 1,580
  - Charged: 1,207
  - Variance: 373

- **Unplanned Projects and Advisory Work**
  - Budgeted: 2,800
  - Charged: 2,728
  - Variance: 72

- **Total Scheduled/Charged**
  - Budgeted: 7,205
  - Charged: 6,190
  - Variance: (286)

---

- **Notes:**
  1. -1- = seven staff members at 2080 hours/year
  2. -2- = one vacancy projected to be filled by 09/30/16; another to be filled by end of calendar year; one position projected to be left vacant due to lack of funding. Actual was one position filled in January 2017, one filled in June 2017, and two vacant for full year.
  3. -3- = meetings, professional reading, and other office activities
  4. -4- = consulting and advisory work, activities that improve audit operations.
  5. -a- = fewer hours due to vacancies
  6. -b- = fewer hours due to vacancies and time spent on audit follow-ups
UNC Internal Audit
2016/17 Audit Schedule as of June 30, 2017

Planned Audits

**Complete**
- Assistance with 2017 OSA IT General Controls Audit
- Historically Underutilized Business Program
- Clery Act Reporting

**In Process - will continue in FY 2017/18**
- Governance - Trustee Orientation

**Carried-Forward to FY 2017/18**
- Export Controls - deferred past FY 2017/18, University is recruiting for Export Controls Officer
- Access Revocation - replaced with assistance with OSA IT audit

**Cancelled**
- Export Controls - deferred past FY 2017/18, University is recruiting for Export Controls Officer
- Access Revocation - replaced with assistance with OSA IT audit

Annual Projects

**Complete**
- 2016/17 Risk Assessment and Audit Plan
- 2016 State Audit
- UNC Business Compliance Program 2017
- 2016 OSA Federal Compliance Audit Follow-up
- 2nd Follow-up - 2015 OSA Financial Statement Audit
- Enterprise Resource Planning

**In Process - will continue in FY 2017/18**
- Follow-up for Prior Internal Audit Findings
- 2017/18 Risk Assessment and Audit Plan

Audit Related

**Complete**
- SACS 2016
- HIPAA Risk Assessment
- UNCAA Conference Planning

**Carried-Forward to FY 2017/18**
- Internal QAR

**On Going**
- Audit Manual
- Time System
- Office Systems
- Audit Planning
- Audit Committee
- Media Requests
- Audit Process Improvement
- IT Governance Committee & Data Custodian Work
- CERTIF
- KPI Reporting
- Board of Governors' Meetings
- HIPAA Security Liaison
- Continuous Auditing
- University Committee on the Protection of Personal Data
- Privacy Liaison

Special Projects & Management Requests

**Complete**
- Orthodontics
- Auxiliary Equipment (referral from Office of State Auditor)
Lineberger Cancer Center Grants  (referral from Office of State Auditor)
Health Behavior
Law - Travel
Maternal and Infant Health
NC Institute of Public Health - assistance to management
Gene Therapy 2016- assistance to management
Neurology - NIH
Radiology 2016
School of Government
Law - EPAP
Facilities Use of Consortiums
Anesthesiology 2017
Communications
Health Behavior Advances - assistance to management
Radiology Follow-up

**In Process - will continue in FY 2017/18**
- Carolina Center for Education Excellence
- Center for Civil Rights
- Law - Teaching Loads
- Nutrition Research Institute
- Lineberger Cancer Center Tissue Culture Facility

**Multiple Short-term Advisory Projects**
1. Introduction

Under Section 300.5.2 of the UNC Policy Manual, an employee who is exempt from the State Human Resources Act (an "EHRA employee") must submit this petition for review before becoming a candidate for or accepting an appointive or elective public office.

2. Relevant Definitions

a. "Appointive public office" means a public office that is filled or obtained by means other than an election.

b. "Conflict of commitment" relates to an individual's distribution of time and effort between obligations to University employment and participation in other activities outside of University employment. A conflict of commitment occurs when the pursuit of such outside activities involves an inordinate investment of time or is conducted at a time that interferes with the employee's fulfillment of University employment responsibilities.

c. "Conflict of interest" means situations in which financial or other personal considerations, circumstances, or relationships may compromise, may involve the potential for compromising, or may have the appearance of compromising, an employee's objectivity in fulfilling their University duties or responsibilities, including research, service, teaching activities, and administrative duties.

d. "Elective public office" means a public office that is filled or obtained through the results of an election.

e. "Full-time employee" means an individual who is employed by the University at least three-quarter (3/4) time, including faculty who are employed on a nine-month per calendar year basis.

f. "Major public office" means (1) any public office requiring full-time service, regardless of the amount of compensation; (2) any public office requiring service on a part-time basis for which compensation is more than nominal; or (3) membership in the North Carolina General Assembly.

g. "Minor public office" means any public office that is not a major public office.

h. "Part-time employee" means an individual who is employed but who is not a full-time employee.

i. "Public office" means any national, state, or local governmental position of public trust and responsibility, whether elective or appointive, which is created, prescribed, or recognized by constitution, statute or ordinance (other than within the University of North Carolina).

3. Instructions for Completing Section B of the Petition

The table on the following page specifies which portions of Section B the petitioner must complete. Petitioners also should read Section 300.5.2 in its entirety to ensure they are aware of all applicable requirements and deadlines.

---

1 The definitions in Sections 300.5.1 and 300.5.2 of the UNC Policy Manual are incorporated herein by reference.

2 In this context, "compensation which is more than nominal" means actual annual compensation or expected annual compensation, whichever is greater, in excess of $10,000, excluding direct reimbursements for expenses incurred by the officeholder incident to holding office, whether such expenses are calculated on a per diem basis or an actual expense basis.
## UNC General Administration
### Petition Regarding Political Activity

<table>
<thead>
<tr>
<th>TYPE OF EMPLOYEE AND PROPOSED ACTIVITY</th>
<th>IN SECTION B, COMPLETE:</th>
<th>POLICY NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Any EHRA employee seeking authorization to:</strong></td>
<td>☐ Parts 1 and 5</td>
<td>☐ Promptly file with your supervisor a written statement of the amount of any payments to which you would be entitled as a candidate or officeholder <strong>and</strong></td>
</tr>
<tr>
<td>☐ Become a candidate for any minor public office</td>
<td>☐ Part 3 required only if requesting leave</td>
<td>☐ If directed by the president or chancellor, submit a petition demonstrating that holding this public office will not create a conflict of commitment</td>
</tr>
<tr>
<td>☐ Occupy any minor public office</td>
<td>☐ Part 4 required only if directed by president or chancellor</td>
<td></td>
</tr>
<tr>
<td><strong>Any EHRA employee seeking authorization to:</strong></td>
<td>☐ Parts 1, 2, 3, and 4</td>
<td>☐ Submit a petition for a full or partial leave of absence during period of candidacy <strong>and/or</strong></td>
</tr>
<tr>
<td>☐ Become a candidate for any major public office</td>
<td></td>
<td>☐ Submit a petition demonstrating that becoming a candidate for this public office will not create a conflict of commitment</td>
</tr>
<tr>
<td><strong>A full-time EHRA employee seeking authorization to:</strong></td>
<td>☐ Parts 1 and 3</td>
<td>☐ Submit a petition for a full leave of absence (for up to two years) for the time during which you will hold public office</td>
</tr>
<tr>
<td>☐ Occupy a full-time public office</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>A full-time EHRA employee seeking authorization to:</strong></td>
<td>☐ Parts 1, 2, 3, and 4</td>
<td>☐ Submit a petition for a full or partial leave of absence during time in office <strong>and/or</strong></td>
</tr>
<tr>
<td>☐ Occupy a part-time public office for which compensation is more than nominal</td>
<td></td>
<td>☐ Submit a petition demonstrating that holding this public office will not create a conflict of commitment</td>
</tr>
<tr>
<td>☐ Occupy a seat in the NC General Assembly</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>A part-time EHRA employee seeking authorization to:</strong></td>
<td>☐ Parts 1, 2, 3, and 4</td>
<td>☐ Submit a petition for a full or partial leave of absence during time in office <strong>and/or</strong></td>
</tr>
<tr>
<td>☐ Occupy a full-time public office</td>
<td></td>
<td>☐ Submit a petition demonstrating that holding this public office will not create a conflict of commitment</td>
</tr>
<tr>
<td>☐ Occupy a seat in the NC General Assembly</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>A part-time EHRA employee seeking authorization to:</strong></td>
<td>☐ Parts 1 and 5</td>
<td>☐ Promptly file with your supervisor a written statement of the amount of any payments to which you would be entitled as a candidate or officeholder <strong>and</strong></td>
</tr>
<tr>
<td>☐ Occupy a part-time public office for which compensation is more than nominal</td>
<td>☐ Part 3 required only if requesting leave</td>
<td>☐ If directed by the president or chancellor, submit a petition demonstrating that holding this public office will not create a conflict of commitment</td>
</tr>
<tr>
<td></td>
<td>☐ Part 4 required only if directed by president or chancellor</td>
<td></td>
</tr>
</tbody>
</table>
### UNC General Administration
Petition Regarding Political Activity

**SECTION B: PETITION INFORMATION**

<table>
<thead>
<tr>
<th>Petitioner's Name:</th>
<th>Richard Watkins</th>
</tr>
</thead>
<tbody>
<tr>
<td>Petitioner's Institution:</td>
<td>University of North Carolina at Chapel Hill</td>
</tr>
</tbody>
</table>

1. **NATURE OF PETITION**

- [x] New Petition
- [ ] Supplement/Amendment to a previously submitted Petition

**UNC Position Title**

<table>
<thead>
<tr>
<th>Petitioner's UNC Appointment Type</th>
<th>Petitioner's Full/Part Time Status</th>
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<tbody>
<tr>
<td>9-Month Faculty</td>
<td>[x] Full-Time (at least ¼ time or 9 months)</td>
</tr>
<tr>
<td>12-Month Faculty</td>
<td>Part-Time (less than ¼ time or 30 hrs/wk)</td>
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<tr>
<td>Senior Academic and Administrative Officer, Tier I</td>
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<tr>
<td>Senior Academic and Administrative Officer, Tier II</td>
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<tr>
<td>[x] Other EPA Non-faculty appointment</td>
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**Public Office Title**

<table>
<thead>
<tr>
<th>Public Office Type (as defined in Section A)</th>
<th>Activity Type (check all that apply)</th>
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<tbody>
<tr>
<td>[x] Full-Time Public Office</td>
<td>[x] Campaign for Public Office</td>
</tr>
<tr>
<td>Member of General Assembly</td>
<td>Occupy a Public Office</td>
</tr>
<tr>
<td>Part-time public office with compensation exceeding $10,000</td>
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</tr>
<tr>
<td>Part-time public office with compensation not exceeding $10,000</td>
<td></td>
</tr>
</tbody>
</table>

2. **DESCRIPTION OF DUTIES AND WORK SCHEDULE** (Supplemental information may be attached to this Petition.)

**Petitioner's University Duties**

(Provide a breakdown of the percent of time dedicated to assigned work duties assuming a 40-hour work week unless regularly schedule to work fewer hours per week. Examples of categories include teaching and grading, instructional preparation, mentoring/advising students, supervision of staff, research and writing, University committees or service, external committees or service, fundraising, or other project/program management.)

- Teaching – 2.5% (5% in Spring)
- Instructional Preparation – 5%
- Mentoring (Office hours/one on one) – 37.5%
- Programmatic Planning and management – 25%
- Student Services (Letters of recommendation/resource acquisition and identification) – 25%
- Staff & Faculty Meetings – 5%

**Petitioner's Assigned Work Schedule**

(Even if not regularly defined, indicate all key obligations that are on a set schedule.)

- 8am-5pm
- Depending on student's scheduling, 1 hour one on one meeting (minimum)
- 2 hour 9am Staff meeting on Wednesdays (Thursdays during summer)
- 3:30pm-4:30 Teaching obligation (Fall)
UNC General Administration
Petition Regarding Political Activity

<table>
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<tr>
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<tbody>
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</tbody>
</table>

2:30-4:30 Teaching Obligation (Spring)
Monthly partnership meetings with partner Universities (University of Maryland, Baltimore County and Pennsylvania)

Campaign Activities (Provide a description of campaign activities, including types of campaign events, meetings with constituents and campaign staff, travel time for such meetings, or other expected activities.)

All campaign activities will be restricted to weekends, lunch hours, and after hours.

Events include:

Expected Time Commitments for Campaigning (Include beginning and end dates for campaign, dates/times of all key obligations known or anticipated, expected average hours per work week, particularly hours that would fall within the petitioner’s assigned work schedule.)

Anticipated approximately 28 hours per week. No campaign hours fall within assigned work schedule.

Public Office Duties (Provide a description of the duty requirements for the public office, including meetings with constituents, travel time, standing committee obligations, or other expected service requirements.)

Public office would be full-time

Expected Time Commitments for Holding Office (Include beginning and end dates of term, dates/times of all key obligations known or anticipated, expected average hours per work week, particularly hours that would fall within the petitioner’s assigned work schedule.)

Full-time

3. LEAVE REQUEST

- No leave requested.
- Full leave of absence (Required if full-time employee occupying a full-time public office, not to exceed two years.)
- Partial leave of absence (Approval of scope and duration are at the discretion of the Petitioner’s institution.)

Describe the proposed work schedule, including total hours per work week. Provide the time frame for the absence, using specific dates as often as practicable. Clarify if this leave or reduced schedule is being requested intermittently or continuously.
UNC General Administration
Petition Regarding Political Activity

<table>
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</tr>
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</tr>
</tbody>
</table>

4. ATTESTATION OF NO CONFLICT OF COMMITMENT

Explain why the proposed campaigning and/or office-holding does not create a conflict of commitment with your University duties. If requesting a partial leave of absence, clarify what duties you propose to eliminate or reduce, if any, during this period. Please note that the Board of Governors do not permit partial leave of absence or full leave of absence for a portion of a semester that adversely would affect the instructional services available to students, (for example, substituting another instructor for the petitioner to teach a course for a portion of the academic term.)

Campaigning will not compromise, involve the potential for compromising, or have the appearance of compromising, my objectivity in fulfilling my University duties or responsibilities.

5. PAYMENT FOR PUBLIC OFFICE

Indicate the amount of any payments you would be or are entitled to as a candidate for or officeholder of this public office.

The congressional salary is $174,000 per year.

SECTION C: SIGNATURE OF PETITIONER

I hereby certify that all information submitted on this Petition and any supporting documentation provided is true, complete to the best of my knowledge and belief, and filed in good faith.

Petitioner’s Signature

Date 7-24-17

SECTION D: REVIEW AND DECISION

This petition will be reviewed and a decision will be made pursuant to Section 300.5.2 of the UNC Policy Manual.

If the Petition is in regard to a minor public office (or, for a part-time employee, for a part-time public office with compensation less than $10,000), then only supervisory receipt is required and no further action is necessary. However, if the president (with respect to senior academic and administrative officers (SAAO) and employees of General Administration) or the chancellor (with respect to other employees of the constituent institution, other than SAAOs) believes that a material conflict of commitment may exist in a particular case, the president or the chancellor may direct this petitioner to complete the
UNC General Administration
Petition Regarding Political Activity

<table>
<thead>
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</tr>
</tbody>
</table>

attestation of no conflict of commitment, and the chancellor (or president) would submit the petition either to the Board of Governors or the appropriate board of trustees for resolution.

Petitions by SAAOs, and by any other employee if the petition concerns candidacy and office-holding in the General Assembly, shall be addressed to and resolved by the Board of Governors, shall be transmitted through the president, and shall be accompanied by a recommendation from the Petitioner’s chancellor, if applicable. If the petition pertains to a chancellor, it shall be accompanied by a recommendation of the board of trustees of the chancellor’s institution.

Petitions by University employees other than SAAOs, with the exception of petitions concerning candidacy and office-holding for the General Assembly, shall be addressed to and resolved by the appropriate board of trustees and shall be transmitted through the chancellor. With respect to each such decision rendered by a board of trustees, the chancellor shall transmit to the Committee on University Governance of the Board of Governors a report, containing such information as the committee may specify, concerning the action of the board of trustees.

**SIGNATURES (if required)**

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Thomas</td>
<td>7/24/17</td>
</tr>
<tr>
<td>Chancellor</td>
<td>7/27/17</td>
</tr>
<tr>
<td>President</td>
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<td>Board of Trustees</td>
<td>9/28/2017</td>
</tr>
<tr>
<td>Board of Governors</td>
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</table>
August 3, 2017

To whom it may concern:

I am writing to express my support for the petition filed by Dr. Richard Watkins to run for U.S. Congress. I fully expect and trust that Dr. Watkins will continue to satisfactorily fulfill his duties and meet expected obligations to UNC and the Chancellor’s Science Scholars Program as a Program Coordinator during and after his campaign seeking a seat in the U.S. Congress.

Sincerely,

Thomas Freeman, PhD
Executive Director, Chancellor’s Science Scholars Program
STEM Teaching Assistant Professor, Chemistry
### Personnel Actions

#### New Appointments without Tenure

<table>
<thead>
<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Health Affairs</td>
<td>Mirnela Byku</td>
<td>Medicine</td>
<td>Nominated Clinical Assistant Professor</td>
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<td>10/1/2017</td>
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<td>2</td>
<td>Health Affairs</td>
<td>Melissa Gilkey</td>
<td>Health Behavior</td>
<td>Nominated Clinical Assistant Professor</td>
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**Departmental Transfer**

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<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Health Affairs</td>
<td>Arlene Chung</td>
<td>Medicine/Pediatrics</td>
<td>Assistant Professor</td>
<td>Assistant Professor</td>
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**Addition of Joint Appointment without Tenure**

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<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
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**Promotion to Full Professor**

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<tr>
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<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
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<tbody>
<tr>
<td>1</td>
<td>Health Affairs</td>
<td>Carol Golin</td>
<td>Medicine/Health Behavior</td>
<td>Associate Professor</td>
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<td>2</td>
<td>Health Affairs</td>
<td>Gretchen Stuart</td>
<td>OB-GYN</td>
<td>Associate Professor</td>
<td>Professor</td>
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<td>9/1/2017</td>
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**Reappointments to the same Rank**

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<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
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**Designation/Reappointments to Departmental Chair**

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<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
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<th>Tenure Request Reason</th>
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**Designation/Reappointments to Distinguished Professorship**

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<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Health Affairs</td>
<td>Henrik Dohlman</td>
<td>Pharmacology</td>
<td>Professor/Chair</td>
<td>Sanford Steelman Distinguished Professor</td>
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<td>9/29/2017</td>
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<tr>
<td>2</td>
<td>Academic Affairs</td>
<td>Sarah Verbiest</td>
<td>Social Work</td>
<td>Clinical Associate Professor</td>
<td>John A. Tate Early Career Scholar</td>
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<td>10/1/2017</td>
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<tr>
<td>3</td>
<td>Academic Affairs</td>
<td>Lisa Zerden</td>
<td>Social Work</td>
<td>Clinical Associate Professor</td>
<td>John A. Tate Early Career Scholar</td>
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### Actions Conferring Tenure

#### Promotion Conferring Tenure

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<th>Dept./School</th>
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<th>New Rank</th>
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#### New Appointments Conferring Tenure

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#### Addition of Joint Appointment Conferring Tenure

<table>
<thead>
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<th>No.</th>
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**Corrections**

<table>
<thead>
<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Dept./School</th>
<th>Current Rank</th>
<th>New Rank</th>
<th>Tenure Request Reason</th>
<th>Effective Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Academic Affairs</td>
<td>Kara Millonal*</td>
<td>Government</td>
<td>Professor</td>
<td>Albert and Gladys Coates Distinguished Term Professor</td>
<td></td>
<td>9/1/2017</td>
<td></td>
</tr>
</tbody>
</table>
### Compensation Actions

**Table:**

<p>| No. | College/Division | Name                  | Department | Rank                      | Reason                                                                 | Requested Amount of Increase ** | Percent of Increase ** | June 30 Salary | Current Salary | New Salary * | Effective Date |
|-----|------------------|-----------------------|------------|---------------------------|------------------------------------------------------------------------|---------------------------------|----------------------|----------------|----------------|--------------|---------------|----------------|
| 1   | Academic Affairs | Ann Anderson          | Government | Associate Professor       | Increase due to new appointment as Albert and Gladys Coates Term Associate Professor | $9,203                          | 7.65%                | $120,319       | $123,522       | $129,522     | 9/1/2017       |
| 2   | Health Affairs   | Shauna Berthabour     | Biomedical Engineering | Research Assistant Professor | Increase due to new appointment as Tenure Track Assistant Professor via external competitive event | $95,030                        | 41.23%               | $84,970        | $84,970        | $120,000     | 9/1/2017       |
| 3   | Health Affairs   | Alison Brewer         | Medicine   | Research Associate        | Increase due to new appointment as Research Assistant Professor via external competitive event | $18,935                        | 26.27%               | $72,065         | $75,661        | $91,000      | 10/1/2017      |
| 4   | Health Affairs   | Kimberly Brownley     | Medicine   | Psychiatry                 | Increase due to new secondary administrative appointment as Director of the NCThoracic Regulatory Support Program | $25,030                        | 29.99%               | $83,382         | $88,385        | $108,385     | 10/1/2017      |
| 5   | Health Affairs   | Thomas Caramasos      | Medicine   | Surgery                    | Increase due to new secondary appointments as Surgical Director of the McAllister Heart Institute, and as Surgical Lead for the structural heart program in the SOM | $60,000                        | 18.65%               | $468,000        | $528,000       | $528,000     | 9/1/2017       |
| 6   | Health Affairs   | Stephen Eckel         | Pharmacy   | PAC                        | Increase due to new secondary appointment as Clinical Associate Professor | $10,000                        | 5.74%                | $174,358        | $174,358       | $184,358     | 9/1/2017       |
| 7   | Health Affairs   | Rebecca Fry           | Public Health | Environmental Sciences &amp; Engineering | Professor Increase due to retention counteroffer as Dr. Fry has received a formal offer from Rutgers University | $114,284                      | 9.75%                | $135,538        | $135,538       | $140,000     | 11/1/2017      |
| 8   | Health Affairs   | David Gerber          | Medicine   | Surgery                    | Increase due to new secondary appointment as Vice Chair | $90,106                        | 19.03%               | $471,000        | $501,000       | $501,000     | 10/1/2017      |
| 9   | Academic Affairs | Willie Jacobsen       | Government | Professor                  | Increase due to new appointment as Albert and Gladys Coates Term Professorship for Teaching Excellence | $10,709                        | 8.85%                | $120,942        | $125,651       | $131,651     | 9/1/2017       |
| 10  | Academic Affairs | Diane Juffa           | Government | Professor                  | Increase due to new appointment as Albert and Gladys Coates Term Professorship for Teaching Excellence | $8,312                         | 6.24%                | $131,160        | $135,472       | $141,452     | 9/1/2017       |
| 11  | Academic Affairs | Anna Mikosz           | Government | Professor                  | Increase due to new appointment as Albert and Gladys Coates Term Professorship for Teaching Excellence | $10,958                        | 8.06%                | $135,766        | $140,724       | $146,624     | 9/1/2017       |
| 12  | Academic Affairs | John Nelson           | Government | Associate Professor        | Increase due to new appointment as Albert and Gladys Coates Term Associate Professor | $9,684                         | 8.28%                | $118,388        | $122,052       | $128,052     | 9/1/2017       |
| 13  | Health Affairs   | Elben O'Shaughnessy   | Medicine   | Pharmacology               | Increase due to new appointment as Research Assistant Professor via external competitive event | $30,000                        | 30.21%               | $48,000          | $52,140        | $62,500      | 9/1/2017       |
| 14  | Health Affairs   | Carl Seidenwein       | Medicine   | Pediatrics                 | Increase due to new secondary administrative appointment as Director of Pediatric Informatics Innovation | $33,067                        | 17.94%               | $193,912        | $216,979       | $216,979     | 10/1/2017      |
| 15  | Health Affairs   | Kavita Singh Ongelco  | Public Health | Maternal and Child Health | Associate Professor Increase due to new appointment as Associate Professor via external competitive event | $26,150                        | 22.38%               | $114,284        | $116,850       | $143,000     | 9/1/2017       |
| 16  | Academic Affairs | Meredith Smith        | Government | Assistant Professor        | Increase due to new appointment as Albert and Gladys Coates Term Assistant Professor | $9,503                         | 9.48%                | $100,255        | $103,758       | $109,758     | 9/1/2017       |
| 17  | Academic Affairs | Charles Soyerczak     | Government | Professor                  | Increase due to new appointment as Albert and Gladys Coates Term Assistant Professor | $14,528                        | 9.53%                | $155,787        | $155,787       | $167,285     | 9/1/2017       |
| 18  | Health Affairs   | Jennifer Yang         | Medicine   | OBSTETRICS                | Increase due to internal equity | $15,514                        | 9.99%                | $155,295        | $155,295       | $170,809     | 10/1/2017      |
| 19  | Health Affairs   | Katherine Turnillson  | Public Health | Maternal and Child Health | Post Doc Research Associate Increase due to new appointment as Assistant Professor via external competitive event | $49,000                        | 73.13%               | $67,000          | $67,000        | $116,000     | 9/1/2017       |
| 20  | Academic Affairs | Sarah Beth Vieira     | Social Work | Clinical Associate Professor/Adjunct Assistant Professor | Increase due to new appointment as John A Tate Early Career Scholar for Children in Need | $30,500                        | 20.50%               | $99,976          | $122,476       | $120,476     | 10/1/2017      |
| 21  | Academic Affairs | Lisa Zenden            | Social Work | Clinical Associate Professor | Increase due to new appointment as John A Tate Early Career Scholar for Children in Need | $15,142                        | 15.14%               | $100,039        | $107,681       | $115,181     | 10/1/2017      |
| 22  |                  |                      |            |                           |                                         |                                 |                      |                |               |              |               |               |
| 23  |                  |                      |            |                           |                                         |                                 |                      |                |               |              |               |               |
| 24  |                  |                      |            |                           |                                         |                                 |                      |                |               |              |               |               |
| 25  |                  |                      |            |                           |                                         |                                 |                      |                |               |              |               |               |</p>
<table>
<thead>
<tr>
<th>No.</th>
<th>College/Division Name</th>
<th>Department/School</th>
<th>Rank</th>
<th>Description</th>
</tr>
</thead>
<tbody>
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### Compensation Actions

<table>
<thead>
<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Department/School</th>
<th>Rank</th>
<th>Reason</th>
<th>Requested Increase Amount</th>
<th>Percent of Increase</th>
<th>Current Salary</th>
<th>New Salary</th>
<th>Effective Date</th>
</tr>
</thead>
</table>

* Available funding for each action has been confirmed by the appropriate Department and School Division management officials to support the proposed salary increase. Upon implementation, specific funding sources are reviewed and approved at the Department level, as well as by the applicable University Central Financial offices, including the University Budget Office and the Office of Sponsored Research for non-funded salaries.

### Non-Salary Compensation Actions

<table>
<thead>
<tr>
<th>No.</th>
<th>College/Division</th>
<th>Name</th>
<th>Department/School</th>
<th>Rank</th>
<th>Reason</th>
<th>Total Monetary Value of Non-Salary Compensation</th>
<th>Duration of Non-Salary Compensation</th>
<th>Effective Date</th>
<th>End Date</th>
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</tbody>
</table>