



OPEN SESSION

1. Convene Meeting
2. Oath of Office – Newly elected/reappointed members
3. Election of Officers
4. Roll Call
5. Consent Agenda
 - a. [Approval of May 2017 Minutes \(Regular Meeting\)](#)
 - b. [Ratification of Mail Ballot dated June 21, 2017](#)
 - c. [Ratification of Mail Ballot dated June 25, 2017](#)
 - d. [Ratification of Mail Ballot dated July 6, 2017](#)
 - e. [Ratification of Mail Ballot dated July 10, 2017](#)
6. [ACC Governing Board Certification 2017-2018](#)
7. Chair's Remarks
8. Student Body President's Remarks
9. Chancellor's Remarks
10. Maynard Adams Fellowships for the Public Humanities – Lloyd Kramer, Professor of History and Director of Carolina Public Humanities
11. Report of the Commercialization & Economic Development Committee
12. Report of the External Relations Committee
13. Report of the Finance, Infrastructure & Audit Committee
14. Report of the University Affairs Committee

CLOSED SESSION

15. *Report of the External Relations Committee
16. *Report of the University Affairs Committee
17. *Legal Update

OPEN SESSION

18. Report of the External Relations Committee
18. Report of the University Affairs Committee
20. Adjournment

*Some of the business to be conducted is authorized by the N.C. Open Meetings Law to be conducted in closed session.

BOARD OF TRUSTEES MEETING
The University of North Carolina at Chapel Hill
May 25, 2017

The Board of Trustees met in regular session on Thursday, May 25, 2017 at The Paul J. Rizzo Conference Center, Magnolia Room. Chair Stone convened the meeting at 8:00 a.m.

OATH OF OFFICE

James Stanford, Clerk of Superior Court for Orange County, administered the oath of office for new student body president Elizabeth Adkins.

ROLL CALL

Secretary Duckett called the roll and the following members were present:

Dwight D. Stone, Chair	Kelly Matthews Hopkins
Haywood D. Cochrane, Vice Chair	William A. Keyes IV
Charles G. Duckett, Secretary	Allie Ray McCullen
W. Lowry Caudill, Past Chair	W. Edwin McMahan
Jefferson W. Brown	Hari H. Nath
Donald Williams Curtis	Elizabeth M. Adkins
Julia Sprunt Grumbles	

STATE GOVERNMENT ETHICS ACT

Chair Stone read the following statement:

As Chair of the Board of Trustees, it is my responsibility to remind all members of the Board of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this Board of Trustees' meeting. If any Board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time.

Trustee Brown recused himself from a vote in the Finance, Infrastructure, and Audit Committee regarding the construction manager at risk for the Berryhill vivarium migration project.

CONSENT AGENDA

Approval of Minutes and Mail Ballots

On motion of Vice Chair Cochrane and a second by Trustee Keyes, the minutes of the meeting of March 23, 2017 were approved as distributed; as was the ratification of the following mail ballots dated:

- April 20 – designer selection for South Building renovations
- April 25 – Personnel actions, actions conferring tenure, and compensation actions
(ATTACHMENTS A-B)

APPROVAL OF 2018 BOARD MEETING DATES

According to the bylaws of the Board of Trustees, "These meetings shall be held on the fourth Thursday and the preceding Wednesday in the months of January, March, May, July, September, and November, unless otherwise determined by the board."

Due to conflicts, the meetings for January, March, May, and November for 2018 need to be moved. The dates are as follows:

- January 21 – February 1

- March 28-29
- May 30-31
- July 25-26
- September 26-27
- November 14-15

A motion was made to approved these dates by Vice Chair Cochrane, seconded by Trustee Keyes and passed.

CHAIR'S REMARKS

- Chair Stone began his remarks by thanking those in the audience for attending and referencing today's presentation coming up later in the meeting.
- The Chair welcomed new Trustee Elizabeth Adkins to her first board meeting.
- Chair Stone expressed his gratitude for the privilege of representing the board at Commencement.
 - Congratulated Chancellor Folt, Provost Dean, Graduate School Dean Steven Matson, Commencement Committee Chair Ron Strauss, and events staff for their work.
 - Thanked Vice Chair Cochrane for representing the board at the doctoral hooding ceremony in the Smith Center.
- Thanked Trustee Don Curtis for his service on the board over the last eight years.
- The Chair called on Secretary Duckett to read a resolution of appreciation for departing Trustee Donald Curtis.

RESOLUTION OF APPRECIATION FOR DONALD WILLIAMS CURTIS MAY 25, 2017

WHEREAS, Donald Williams Curtis has provided steadfast, enthusiastic and thoughtful leadership to the University of North Carolina in many capacities over six decades; including eight years on the Board of Trustees;

WHEREAS, Mr. Curtis has served on many trustee committees, providing keen insights into and valuable oversight on student affairs and undergraduate education; finance, infrastructure and audit; commercialization and economic development; external and University affairs;

WHEREAS, Mr. Curtis lent his considerable talents to the University's Board of Visitors, and the boards of several constituent organizations, including School of Media and Journalism, the UNC-TV Foundation, the UNC Healthcare System, the General Alumni Association, and the Educational Foundation;

WHEREAS, Mr. Curtis' knowledge and direction have been pivotal at crucial junctures for Carolina, serving on the search committees recruiting Chancellor Carol Folt and Athletic Director Bubba Cunningham, and working to restructure ownership of WUNC-FM, one of our University's most prized assets, enabling it to provide broader service to the people of North Carolina;

WHEREAS, Mr. Curtis has been a generous benefactor, providing operating and general support to the School of Media and Journalism, the UNC Lineberger Comprehensive Cancer Center, and the NC Children's Hospital; and serving on the Raleigh regional committee for the Carolina First Campaign;

WHEREAS, Mr. Curtis and his wife, Barbara, established the Don and Barbara Curtis Excellence Fund for Extracurricular Student Activities to enable undergraduates studying journalism to engage in meaningful, out-of-class professional experiences that Mr. Curtis believes are equally important to the academic work they do inside Carolina classrooms;

WHEREAS, Mr. Curtis has always answered the call to serve the University and the State, his exemplary devotion and efforts have been recognized with accolades including The William Richardson Davie Award in 2005; induction into The Order of the Long Leaf Pine in 1989; induction into the North Carolina Broadcasters Hall of Fame in 2002; and the General Alumni Association's Distinguished Service Medal in 2014;

NOW, THEREFORE, LET IT BE RESOLVED that members of the Board of Trustees of the University of North Carolina at Chapel Hill express their sincerest gratitude to Donald Williams Curtis for his unwavering support for his alma mater, and wish him the very best for the future.

**RESOLUTION
BOARD OF TRUSTEES
THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL
May 25, 2017**

WHEREAS, Donald W. Curtis has served the people of North Carolina and the University of North Carolina at Chapel Hill faithfully and wisely as Trustee of the University; and

WHEREAS, Mr. Curtis has ended his service as Trustee;

NOW, THEREFORE, BE IT ENACTED BY THE BOARD OF TRUSTEES OF THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL THAT

1. Mr. Curtis is elected Honorary Trustee of the University of North Carolina at Chapel Hill.
2. Those elected to the position of Honorary Trustee of the University of North Carolina at Chapel Hill shall be invited to attend all regular meetings of the Board.
3. Those elected to the position of Honorary Trustee of the University of North Carolina at Chapel Hill shall become members ex-officio of the Board of Visitors.
4. An Honorary Trustee shall cease to hold that position if he or she again becomes a Trustee.

Secretary Duckett called for a motion to adopt both resolutions. Vice Chair Cochrane seconded and they passed unanimously.

- Chair Stone reflected on his tenure as chair.
 - Thanked Chancellor Folt and her senior leadership team, and the board for their support and hard work.
 - Thanked Vice Chair Cochrane and Secretary Duckett for their support as officers.
 - Thanked Executive Assistant to the Board TJ Scott for his support.
- The Chair concluded his remarks by calling on Trustee Caudill for the report of the nominating committee.

Trustee Caudill presented the slate of officers to be elected at the July 2017 meeting:

- Haywood Cochrane, Chair
- Chuck Duckett, Vice Chair
- Bill Keyes, Secretary

A motion came from committee to approve the slate of officers. Trustee Hopkins seconded, and it passed.

[A copy of these remarks is located in the Office of the Assistant Secretary and at bot.unc.edu.]

Chair Stone called upon Student Body President Elizabeth Adkins to provide remarks.

STUDENT BODY PRESIDENT'S REMARKS

- Student Body President Elizabeth Adkins shared her first remarks.
- Trustee Adkins is a journalism and political science double major from Fayetteville, NC.
- Trustee Adkins shared the goals of her administration for the coming year. The administration will focus on mental health, sexual assault reporting, and diversity and inclusion.

[A copy of these remarks is located in the Office of the Assistant Secretary and at bot.unc.edu.]

CHANCELLOR'S REMARKS

- Chancellor Folt began her remarks by thanking Chair Stone and the Board for their continued guidance.
 - Thanked Chair Stone for his service as chair for the last two years.
- The Chancellor then thanked Curtis for his service on the board over the last eight years.
- Chancellor Folt welcomed Trustee Elizabeth Adkins to the board.
- Chancellor Folt recognized outgoing faculty chair Bruce Cairns and Employee Forum chair Charles Streeter for their service.
- The Chancellor then recognized Dale Bass, Rachel Gogal, and Julia Stroup, the Chancellor's Fellows for 2016-2017.
- Chancellor Folt shared highlights of the year and past few months:
 - Commencement 2017 included 3,790 undergraduate, 1,337 master's, 614 professional, and 294 doctoral students
 - This included 645 Carolina Firsts and 20 Chancellor's Science Scholars (first cohort)
 - The Chancellor shared information on commencement speaker Brooke Baldwin ('01) as well as honorary degree recipients Fred Eshelman, Patricia Horoho, and Thomas Kelly
 - Highlighted other commencement weekend events including various graduations and ceremonies
- The Chancellor will visit UNC projects in Malawi in June as well as speak at the Universidad San Francisco de Quito commencement ceremony
- The Chancellor visited the Carolina College Advising Corp in Guilford County in April
- Chancellor Folt honored 156 staff and faculty at the 20-year service society banquet
- Chancellor Folt highlighted the Morehead Planetarium visit of Capt. James Lovell (Apollo 13)
- The Chancellor shared information on yesterday's \$18M gift announcement by the Shuford family. This program will establish the Shuford Program in entrepreneurship
- The Chancellor highlighted information on recent federal congressional meetings.
- Chancellor Folt ended her remarks by introducing the presentations.

[A copy of these remarks is located in the Office of the Assistant Secretary and at bot.unc.edu.]

UNC HORIZONS

Chancellor Folt introduced Dr. Bill Roper, Dean of the UNC School of Medicine to introduce the first presentation. Dr. Roper introduced Dr. Hendree Jones, Executive Director of UNC Horizons. The UNC Horizons Program is a substance use disorder treatment program for pregnant and/or parenting women and their children, including those whose lives have been touched by abuse and violence. Dr. Jones explained that UNC Horizons has an estimated cost savings of over \$3M to the state as well as an international footprint. Recently, the program opened a new location in Carrboro and will be better positioned to provide the necessary services to these populations.

This presentation can be found on bot.unc.edu and on file in the Office of the Assistant Secretary.

UNC SCHOOL OF DENTISTRY

Chancellor Folt introduced Scott De Rossi, Dean of the School of Dentistry. Dean De Rossi introduced two students, Nehemiah Lawson and Sarah Strickland, both 2019 DDS candidates. Mr. Lawson and Ms. Strickland shared statistics on the service students in the School of Dentistry perform each year. The students' service extends to 12 countries, 96 NC counties, and all 50 states. The students then shared examples of service activities from the last year including international trips, Give Kids a Smile Day, DEAH DAY, and the Dental SHAC (Student Health Action Coalition). In total, in-kind service for the School of Dentistry students is over \$4M for the last year. To conclude their presentation, Mr. Lawson and Ms. Strickland entertained questions from the board.

This presentation can be found on bot.unc.edu and on file in the Office of the Assistant Secretary.

REPORT FROM THE COMMERCIALIZATION & ECONOMIC DEVELOPMENT COMMITTEE

Trustee Grumbles presented a review of the Commercialization and Economic Development Committee meeting. There were no action items for this committee in open session. The following items were presented to the committee for information:

- Executives and entrepreneurs-in-residence panel and discussion

A full review of the committee meeting are in the committee minutes in the Office of the Assistant Secretary.

REPORT OF THE EXTERNAL RELATIONS COMMITTEE

Trustee Hopkins presented a review of the External Relations Committee meeting. There were no action items for this committee in open session. Trustee Hopkins then shared the items presented for information:

- Communications update given by Joel Curran, Vice Chancellor for Communications
- Board of Visitors Update given by Jennifer Halsey, Chair
- Development report given by David Routh, Vice Chancellor for University Development
- Morehead Planetarium overview given by Todd Boyette, Director
- Arts Everywhere overview given by Rachel Ash, Associate Director and Dale Bass, Chancellor's Fellow

A full review of the committee meeting are in the committee minutes in the Office of the Assistant Secretary.

REPORT OF THE FINANCE, INFRASTRUCTURE & AUDIT COMMITTEE

Vice Chair Cochrane presented the report from the Finance, Infrastructure and Audit Committee. The following items were presented to the committee for action:

Site Approval

1. Media and Communications Studio Addition at Koury Natatorium

This project will construct a 12,000 square foot addition to Koury Natatorium to house media and communication studios for the ACC network. The facility will include three control rooms and two studios. The broadcast center will also provide a robust production service (live production, studio services) to campus entities and offer opportunities for academic partnerships and real-world experience in growing fields for students. The project budget is \$10,000,000 and will be funded by Athletics funds. The Chancellor's Buildings and Grounds Committee approved the site at its May 4, 2017 meeting.

(ATTACHMENT C)

Designer Approvals

1. Translational Research Building

This project will provide advance planning for the Translational Research Building. This 140,000 square foot facility will consolidate existing vivarium facilities and allow for additional program growth. Advance planning budget is \$500,000 and will be funded by F&A funds.

The project was advertised on March 10, 2017. Thirteen (13) proposals were received. Six

(6) firms were interviewed on May 2, 2017. Two members of the Board of Trustees participated in the interviews. The committee recommended the selection of the three firms in the following priority order:

- | | | |
|----|-------------------|------------------|
| 1. | HOK, Inc. | Washington, D.C. |
| 2. | Goody Clancy | Boston, MA |
| 3. | Lord Aeck Sargent | Chapel Hill, NC |

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

(ATTACHMENT D)

2. New East Elevator Project

This project will provide a new elevator in New East, which was constructed in 1861. This project will include the installation of a new elevator shaft, footing and foundation with minor roof and interior work as required to complete the project. The project budget is \$1,650,000 and will be funded by 2016 R&R appropriations.

This project was advertised on March 8, 2017. Nine (9) proposals were received. Four (4) firms were interviewed on April 26, 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. | Huffman Architects | Raleigh, NC |
| 2. | RND Architects | Durham, NC |
| 3. | Anegram Studio, PA | 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.

(ATTACHMENT E)

Construction Manager at Risk Approval

1. Berryhill Vivarium Migration Project

This project will renovate three vivarium facilities to accommodate the relocation of the Berryhill Hall vivarium and enable the development of the new Medical Education Building. The project budget is \$22,340,000 with funding from the Medical Education Building project and University funds.

The project was advertised on March 10, 2017. Five (5) proposals were received. Five (5) firms were interviewed on May 9, 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. C.T. Wilson | Durham, NC |
| 2. Atlantic Corporate Contracting | Raleigh, NC |
| 3. BE&K / Daniele Co. | Durham, NC |

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

(ATTACHMENT F)

Design Approval

1. Women's Field Hockey Facility

This project will construct a new 950 seat stadium, 9,800 square foot team facility, playing field and press box for Women's Field Hockey. The project budget is \$14,186,500 and will be funded by the Educational Foundation. The Board of Trustees received the preliminary design at its March, 2017 meeting.

(ATTACHMENT G)

Property Acquisition by Deed

1. UNC Mountain Area Health Education Center (MAHEC)

This request is to acquire approximately one-half acre of land located on the Hendersonville Road MAHEC Campus in Asheville. The property is currently owned by MAHEC and is required to be transferred to the University in order to execute construction contracts for a new 36,000 SF facility on the campus. There is no consideration for this property transfer.

(ATTACHMENT H)

Revised Internal Audit Charter

Phyllis Petree, Director of Internal Audit, presented a revised internal audit charter for review and approval. This revised version adopts the changes in the model internal audit charter published by the Institute of Internal Auditors. The changes provide more detail about duties and responsibilities of the Internal Audit Department and the Finance, Infrastructure, and Audit Committee's role in overseeing audit-related activities.

(ATTACHMENT I)

A motion came from committee to approve the actions. Trustee Grumbles seconded and they all passed.

Vice Chair Cochrane continued and shared the items for information only:

- Internal Audit report given by Phyllis Petree, Director of Internal Audit (ATTACHMENT J)
- Development report given by David Routh, Vice Chancellor for University Development
- Financial update given by Dwayne Pinkney, Senior Associate Vice Chancellor for Finance and Administration, and Aimee Turner, University Controller
- University Real Estate updated given by Gordon Merklein, Associate Vice Chancellor for Real Estate Operations

A full review of the committee meeting are in the committee minutes in the Office of the Assistant Secretary.

REPORT OF THE UNIVERSITY AFFAIRS COMMITTEE

Secretary Duckett presented the report from the University Affairs Committee. The following items were presented to the committee for information:

- Faculty recognition of Steven Zeisel, Gillings School of Global Public Health
- Faculty retention update given by Ron Strauss, Executive Vice Provost and Chief International Officer
- Employee Forum update given by Charles Streeter, Chair
- Faculty Update given by Bruce Cairns, Chair

A full review of the committee meeting are in the committee minutes in the Office of the Assistant Secretary.

MOTION TO CONVENE IN CLOSED SESSION

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

RECONVENE MEETING IN OPEN SESSION

Chair Stone made a motion to reconvene the meeting in open session; it was seconded and passed.

OPEN SESSION

REPORT OF THE UNIVERSITY AFFAIRS COMMITTEE

Secretary Duckett referred the members to the personnel matters submitted for review. A motion came from committee to approve; Trustee Keyes seconded, and it passed. Chair Stone stated that the personnel and salary actions voted on in open session had been distributed.

(ATTACHMENT K)

COACHES CONTRACT

Trustee Stone called for a motion to approve the contract for Head Football Coach Larry Fedora. Vice Chair Cochrane made a motion to approve. Trustee Grumbles seconded, and it passed.

(ATTACHMENT L)

ADJOURNMENT

There being no further business to come before the Board, Chair Stone called for a motion to adjourn. The motion was duly seconded and passed. Chair Stone adjourned the meeting at 12:12 p.m.

Clayton Somers, Assistant Secretary



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

CAROL L. FOLT
Chancellor

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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Carol L. Folt

RE: Mail Ballot

DATE: June 21, 2017

You have authorized my office to poll you by mail concerning personnel matters that require attention by the Board. Accordingly, I am submitting a recommendation from Executive Vice Chancellor and Provost Jim Dean to appoint Lissa Broome to the Burton Craige Distinguished Professorship effective July 1, 2017. Lissa is currently the Wells Fargo Professor of Banking Law and Director of the Center for Banking and Finance at the UNC School of Law.

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

Enclosure

cc: Jim Dean, Executive Vice Chancellor and Provost
Martin Brinkley, Dean of the UNC School of Law



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

OFFICE OF THE EXECUTIVE
VICE CHANCELLOR AND PROVOST

104 SOUTH BUILDING
CAMPUS BOX 3000
CHAPEL HILL, NC 27599-3000

T 919.962.2198
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June 20, 2017

JAMES W. DEAN JR.
Executive Vice Chancellor and Provost
James_Dean@unc.edu

Professor Lissa L. Broome
UNC Law
CB# 3380, Van Hecke-Wettach Hall
Carolina Campus

Dear Lissa:

I am pleased to inform you that you have been recommended to receive a Burton Craige Distinguished Professorship effective July 1, 2017, pending approval by the University's Board of Trustees. This appointment will entitle you to a salary stipend and a research fund annually until retirement or separation from the University.

A distinguished professorship is one of the most prestigious and visible honors that The University of North Carolina at Chapel Hill can bestow upon a member of the faculty, and it is a symbol of the value your colleagues have placed on your research and scholarship. It is a pleasure for me to include you in this distinguished group of Carolina faculty who share this honor with you.

My office will host a reception this fall to congratulate this year's recipients. Please watch for your invitation and I hope you will be available to join Chancellor Folt and me for this special occasion.

Sincerely,

James W. Dean, Jr.

JWDJr:st
copy: Dean Martin Brinkley



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

CAROL L. FOLT
Chancellor

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Mail Ballot

Board of Trustees

June 21, 2017

Chancellor Carol Folt submits for your review and approval the appointment of Lissa Broome to the Burton Craige Distinguished Professorship. This mail ballot will be approved as part of the consent agenda at the Full Board meeting on Thursday, July 27, 2017.

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

Approve Disapprove

Lissa Broome's appointment to the Burton
Craige Distinguished Professorship

☐☐

Signature_____

Printed Name_____

Date_____

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

This mail ballot was approved by majority vote on June 21, 2017 by: Haywood Cochrane, Chuck Duckett, Lowry Caudill, Jeff Brown, Julia Grumbles, Kelly Hopkins, Bill Keyes, Allie Ray McCullen, Ed McMahan, Hari Nath, and Elizabeth Adkins.



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

CAROL L. FOLT
Chancellor

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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Carol L. Folt

RE: Mail Ballot

DATE: June 25, 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

EHRA Non-Faculty Compensation Actions

Attachment B

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

EXECUTIVE SUMMARY

Board of Trustees

June 22, 2017

No.	College/Division	Name	Dept./School	Current Rank	New Rank	Tenure Request Reason	Effective Date	Salary
Personnel Actions								
New Appointments without Tenure								
1	Health Affairs	Aaron Anselmo	Pharmacy	N/A	Assistant Professor		7/31/2017	\$118,000.00
2	Academic Affairs	Andrii Babii	Economics	N/A	Assistant Professor		7/1/2017	\$132,000.00
3	Health Affairs	Edward Barnes	Medicine	N/A	Assistant Professor		7/1/2017	\$180,000.00
4	Health Affairs	Leslie Clark	OB-GYN	N/A	Assistant Professor		7/31/2017	\$220,000.00
5	Academic Affairs	Rachel Goode	Social Work	N/A	Assistant Professor		7/1/2017	\$79,000.00
6	Health Affairs	Wesley Legant	Biomedical Engineering/Pharmacology	N/A	Assistant Professor		8/1/2017	\$120,000.00
7	Health Affairs	Nathan Montgomery	Pathology & Laboratory Medicine	N/A	Assistant Professor		7/20/2017	\$160,000.00
8	Academic Affairs	Amy Nicholson	Physics & Astronomy	N/A	Assistant Professor		7/1/2017	\$79,000.00
9	Health Affairs	Mary Peavey	OB-GYN	N/A	Assistant Professor		7/24/2017	\$220,000.00
10	Academic Affairs	Stanislav Rabinovich	Economics	N/A	Assistant Professor		7/1/2017	\$132,000.00
11	Academic Affairs	Daniel Ringel	Kenan-Flagler Business School	N/A	Assistant Professor		7/1/2017	\$182,000.00
12	Academic Affairs	Yunzhi Hu	Kenan-Flagler Business School	N/A	Instructor w/Special Provisions		7/1/2017	\$227,000.00
13	Academic Affairs	Kristopher Keller	Kenan-Flagler Business School	N/A	Instructor w/Special Provisions		7/1/2017	\$182,000.00
14	Academic Affairs	Jeffrey Kuhn	Kenan-Flagler Business School	N/A	Instructor w/Special Provisions		7/1/2017	\$170,000.00
15	Academic Affairs	Andres Hincapie Norena	Economics	N/A	Instructor w/Special Provisions		7/1/2017	\$132,000.00
16	Academic Affairs	Timothy Ott	Kenan-Flagler Business School	N/A	Instructor w/Special Provisions		7/1/2017	\$170,000.00
17	Academic Affairs	Ovul Sezer	Kenan-Flagler Business School	N/A	Instructor w/Special Provisions		7/1/2017	\$175,000.00
Addition of Joint Appointment without Tenure								
1	Health Affairs	Zoe McElligott	Pharmacology	Assistant Professor	Assistant Professor		6/23/2017	\$106,575.00
2	Health Affairs	Qing Zhang	Pharmacology	Assistant Professor	Assistant Professor		6/23/2017	\$115,395.00
Promotion to Full Professor								
1	Health Affairs	Rebecca Fry	Environmental Sciences & Engineering	Associate Professor	Professor		7/1/2017	\$123,216.00
2	Academic Affairs	Sherick Hughes	Education	Associate Professor	Professor		7/1/2017	\$97,537.00
3	Health Affairs	Audrey Pettifor	Epidemiology	Associate Professor	Professor		7/1/2017	\$154,301.00
4	Health Affairs	Howard Weinberg	Environmental Sciences & Engineering	Associate Professor	Professor		8/1/2017	\$106,575.00
Reappointments to the same Rank								
1	Academic Affairs	Joanna Atkin	Chemistry	Assistant Professor	Assistant Professor		1/1/2019	\$80,000.00
2	Academic Affairs	Seyedmorteza Emadi	Kenan-Flagler Business School	Assistant Professor	Assistant Professor		7/1/2018	\$170,000.00
3	Academic Affairs	Sylvia Fitting	Psychology & Neuroscience	Assistant Professor	Assistant Professor		1/1/2018	\$84,698.00
4	Academic Affairs	Erik Hanson	Exercise & Sport Science	Assistant Professor	Assistant Professor		1/1/2019	\$76,125.00
5	Academic Affairs	Jacqueline Lawton	Dramatic Art	Assistant Professor	Assistant Professor		1/1/2019	\$70,035.00
6	Academic Affairs	Mahka Moeen	Kenan-Flagler Business School	Assistant Professor	Assistant Professor		7/1/2018	\$172,000.00
7	Academic Affairs	Lisa Villamil	Media & Journalism	Assistant Professor	Assistant Professor		7/1/2018	\$79,645.00
8	Academic Affairs	Amy Wilson	Social Work	Assistant Professor	Assistant Professor		7/1/2018	\$81,682.00
9	Academic Affairs	Xinxin Wang	Kenan-Flagler Business School	Instructor w/Special Provisions	Instructor w/Special Provisions		4/1/2017	\$220,000.00
Designation/Reappointments to Departmental Chair								
1	Academic Affairs	Elizabeth Engelhardt	American Studies	Distinguished Professor	Department Chair		7/1/2017	\$149,509.00

EXECUTIVE SUMMARY

Board of Trustees

June 22, 2017

No.	College/Division	Name	Dept./School	Current Rank	New Rank	Tenure Request Reason	Effective Date	Salary
2	Academic Affairs	Mary Floyd-Wilson	English & Comparative Literature	Distinguished Professor	Department Chair		7/1/2017	\$101,255.00
3	Academic Affairs	Carol Magee	Art	Associate Professor	Department Chair		7/1/2017	\$85,114.00
4	Academic Affairs	Patricia McAnany	Anthropology	Distinguished Professor	Department Chair		7/1/2017	\$136,365.00
5	Health Affairs	Cristen Page	Family Medicine	Interim Chair	Department Chair		3/30/2017	\$219,000.00
6	Academic Affairs	Marc Stern	Naval Science	N/A	Department Chair		6/1/2017	\$0.00
Designation/Reappointments to Distinguished Professorship								
1	Health Affairs	Alice Ammerman	Nutrition	Professor	Mildred Kaufman Distinguished Professor		7/1/2017	\$191,290.00
2	Health Affairs	Nina Browner	Neurology	Clinical Associate Professor	Bryson Distinguished Clinical Associate Professor		7/1/2017	\$167,074.00
3	Academic Affairs	John Coyle	Law	Associate Professor	Professor		7/1/2017	\$147,081.00
4	Health Affairs	Randal Detwiler	Medicine	Clinical Professor	Brewster Distinguished Professor		7/1/2017	\$240,181.00
5	Health Affairs	Katrina Donahue	Family Medicine	Professor	Charles Bayne Wilkerson Sr MD 2006 Distinguished Term Professorship of Family Medicine		6/23/2017	\$162,943.00
6	Academic Affairs	Annegret Fauser	Graduate School	N/A	Glass Distinguished Term Professorship		7/1/2017	\$119,745.00
7	Academic Affairs	Joseph Kennedy	Law	Professor	Martha Brandis Term Professor of Law		7/1/2017	\$160,533.00
8	Academic Affairs	Catherine Kim	Law	Associate Professor	George B Ward Term Professor of Law		7/1/2017	\$144,543.00
9	Academic Affairs	Holning Lau	Law	Professor	Willie Person Mangum Distinguished Professor		7/1/2017	\$151,155.00
10	Health Affairs	Cristen Page	Family Medicine	Clinical Professor	William B Aycock Clinical Professor		3/30/2017	\$219,000.00
11	Academic Affairs	Mary-Rose Papandrea	Law	Professor	Judge John J Parker Distinguished Professor		7/1/2017	\$177,625.00
12	Academic Affairs	Erika Wilson	Law	Associate Professor	Reef C Ivey, II Term Distinguished Professor		7/1/2017	\$135,021.00
Actions Conferring Tenure								
Promotion Conferring Tenure								
1	Academic Affairs	Juan Carrillo	Education	Assistant Professor	Associate Professor	Promotion based on research, teaching, and service	7/1/2017	\$77,647.00
2	Academic Affairs	Dana Thompson Dorsey	Education	Assistant Professor	Associate Professor	Promotion based on research, teaching, and service	7/1/2017	\$76,152.00
3	Academic Affairs	Matthew Pearsall	Kenan-Flagler Business School	Assistant Professor	Associate Professor	Promotion based on research, teaching, and service	7/1/2017	\$181,000.00
4	Health Affairs	Joseph Tucker	Medicine	Assistant Professor	Associate Professor	Promotion based on excellence in research	2/1/2018	\$134,173.00
New Appointments Conferring Tenure								
1	Health Affairs	Paul Carney	Neurology	Nominated Clinical Professor	Professor	Appointment based on excellence in clinical scholarship	8/1/2017	\$256,000.00
2	Academic Affairs	Elizabeth Frankenberg	Sociology	N/A	Professor	Appointment based on research, teaching, and service	7/1/2017	\$210,000.00
3	Academic Affairs	William Maddux	Kenan-Flagler Business School	N/A	Professor	Appointment based on research, teaching, and service	7/1/2017	\$255,000.00
4	Academic Affairs	Patricia Rosenmeyer	Classics	N/A	George L. Paddison Distinguished Professor of Classics	Appointment based on research, teaching, and service	7/1/2017	\$140,000.00

EXECUTIVE SUMMARY

Board of Trustees

June 22, 2017

No.	College/Division	Name	Dept./School	Current Rank	New Rank	Tenure Request Reason	Effective Date	Salary
5	Health Affairs	Susan Sumner	Nutrition	Nominated Professor	Professor	Appointment based on excellence in research	7/1/2017	\$195,000.00
Addition of Joint Appointment Conferring Tenure								
1	Academic Affairs	Morgan Pitelka	History	Professor	Professor	Joint appointment based on research, teaching, and service	7/1/2017	\$105,686.00
Corrections								
0								

The University of North Carolina at Chapel Hill
EXECUTIVE SUMMARY
Board of Trustees
July 14, 2014

Appendix B

No.	College/Division	Name	School	Department	Rank	Reason	Requested Amount of Increase **	Percent of Increase **	June 30 Salary	Current Salary	New Salary	Effective Date
Compensation Actions							increase. Upon implementation, specific funding sources are reviewed and approved at the Department level, as well as by the applicable University financial central offices, including the University Budget Office and the Office of Sponsored Research for grant-funded salaries. ** Based on cumulative increase(s) to 6/30 salary					
1	Academic Affairs	Michael Piehler	Vice Chancellor for Research	Institute of Marine Sciences	Professor	Increase due to secondary administrative appointment as Interim Director of Coastal Studies Institute	\$48,000	48.80%	\$98,370	\$98,370	\$146,370	7/1/2017
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No.	College/Division	Name	Department/School	Rank	Reason	Total Monetary Value of Non-Salary Compensation	Duration of Non-Salary Compensation	Effective Date	End Date
Non-Salary Compensation Actions									
0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NA

The University of North Carolina at Chapel Hill
EXECUTIVE SUMMARY
Board of Trustees
July 14, 2014

No.	College/Division Name	Department/School	Rank	Description
For Information				
0	N/A	N/A	N/A	N/A

No.	College/Division	Name	Department/School	Rank	Reason	Requested Increase Amount	Percent of Increase	Current Salary	New Salary	Effective Date
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 grant-funded salaries.				

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

Compensation Actions

No	Last Name	First Name	College/Division	Department/School	Rank/Title	June 30/Current Salary	Proposed Salary	Requested Increase \$\$	Requested Increase %	Effective Date	Justification
1	Somers	Clayton	VC Public Affairs	Public Affairs	Vice Chancellor	\$ 304,640	\$ 331,448	\$ 26,808	8.80	6/30/2017	This off-cycle salary request is based upon a review of Mr. Somers second quarter progress report and performance evaluation completed on June 22, 2017

Non-Compensation Actions

No	Last Name	First Name	College/Division	Department/School	Rank/Title	June 30 Salary	Proposed Salary	Requested Increase \$\$	Requested Increase %	Effective Date	Justification
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Information Only - Competitive Recruitment Actions approved by President

No	Last Name	First Name	College/Division	Department/School	Rank/Title	June 30 Salary	Proposed Salary	Requested Increase \$\$	Requested Increase %	Effective Date	Justification
1	Allison	Adrienne	Workforce Strategy	Equal Opportunity Compliance	Director Title IX Compliance	83,945.00	115,000.00	\$ 31,055	36.99	06/26/17	Promotion to Director Title IX Compliance resulting from a competitive external recruitment (). The requested salary (\$115,000) results in a 37% (\$31,055) increase over the current salary (\$83,945) and a market index of 77%. There is one similarly situated employee in the work unit whose salary is \$150,000 so no equity issues are created.
2	Burnie	Kate	VC Communications	WUNC FM	Major Gifts Officer	45,000.00	59,200.00	\$ 14,200	31.56	07/03/17	Promotion from an Administrative Support Specialist – Advanced (SHRA) to Grants and Major Gifts Officer (EHRA) resulting from a competitive external recruitment (10 applicants, three interviewed). The requested salary (\$59,200) results in a 29.6% (\$13,525) increase over the current salary (\$45,675) and a market index of 77%. Similarly situated employees in the work unit have an average salary of \$80,274, so no equity issues are created.
3	Edwards	Erin	School of Medicine	Medicine Administration - Sponsored Programs	Director, Sponsored Programs Office	81,200.00	109,200.00	\$ 28,000	34.48	06/26/17	Promotion from a Business Officer – Journey (SHRA) to Director of Professional Services, Contracts, and Affiliations (EHRA) resulting from a competitive external recruitment (14 applicants, four interviewed). The requested salary (\$109,200) results in a 34.5% (\$28,000) increase over the current salary (\$81,200) and a market index of 71%. The proposed salary represents the minimum of the range for this classification. There are no comparable positions in the work unit, so no equity issues are created.

The University of North Carolina at Chapel Hill - EXECUTIVE SUMMARY (EPA Non-Faculty) - Board of Trustees - June 2017

No	Last Name	First Name	College/Division	Department/School	Rank/Title	June 30/Current Salary	Proposed Salary	Requested Increase \$\$	Requested Increase %	Effective Date	Justification
4	Whitaker	Sherry	School of Medicine	Medicine Administration - Sponsored Programs	Director of Professional Services, Contracts and Affiliations	80,794.00	109,200.00	\$ 28,406	35.16	06/26/17	Promotion from a Business Officer – Advanced (SHRA) to Director, Sponsored Programs Office (EHRA) resulting from a competitive external recruitment (eight applicants, four interviewed). The requested salary (\$109,200) results in a 35.2% (\$28,406) increase over the current salary (\$80,794) and a market index of 71%. The proposed salary represents the minimum of the range for this classification. There are no comparable positions in the work unit, so no equity issues are created.



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

CAROL L. FOLT
Chancellor

103 SOUTH BUILDING
CAMPUS BOX 9100
CHAPEL HILL, NC 27599

T 919.962.1365
F 919.962.1647
carol.folt@unc.edu

Mail Ballot

Board of Trustees

June 25, 2017

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

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

	Approve	Disapprove
EHRA Faculty Compensation and Tenure Actions (Attachment A)	<input type="checkbox"/>	<input type="checkbox"/>
EHRA Non-Faculty Compensation Actions (Attachment B)	<input type="checkbox"/>	<input type="checkbox"/>

Signature_____

Printed Name_____

Date_____

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

This mail ballot was approved by majority vote on June 26, 2017 by: Dwight Stone, Haywood Cochrane, Chuck Duckett, Lowry Caudill, Don Curtis, Julia Grumbles, Allie Ray McCullen, Ed McMahan, and Elizabeth Adkins.



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

CAROL L. FOLT
Chancellor

103 SOUTH BUILDING
CAMPUS BOX 9100
CHAPEL HILL, NC 27599

T 919.962.1365
F 919.962.1647
carol.folt@unc.edu

TO: Members of the Board of Trustees

FROM: Carol L. Folt

RE: Personnel Mail Ballot

DATE: July 6, 2017

You have authorized me to poll you by mail ballot concerning personnel matters which require the immediate attention of the Board.

I am seeking approval to appoint Ms. Elaine Westbrook as Vice Provost and University Librarian. The appointment is effective August 15, 2017.

The Board is asked to approve Ms. Westbrook's appointment and compensation. Attached is the formal offer letter and a copy of Ms. Westbrook's CV. Please complete the attached mail ballot and return to TJ Scott at your earliest convenience.

Cc: Jim Dean, Executive Vice Chancellor and Provost



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

OFFICE OF THE EXECUTIVE
VICE CHANCELLOR AND PROVOST

104 SOUTH BUILDING
CAMPUS BOX 3000
CHAPEL HILL, NC 27599-3000

T 919.962.2198
F 919.962.1593
provost.unc.edu

July 7, 2017

JAMES W. DEAN JR.
Executive Vice Chancellor and Provost
James_Dean@unc.edu

Elaine L. Westbrooks
Associate University Librarian for Research
University of Michigan
818 Harlan Hatcher Library
913 S. University Avenue
Ann Arbor, MI 48109

Dear Elaine:

I am pleased to recommend your appointment as Vice Provost and University Librarian at The University of North Carolina at Chapel Hill to the University's Board of Trustees for approval. As Vice Provost and University Librarian, you will be classified as Tier I Senior Academic and Administrative Officer of the University and subject to all of the relevant human resources policies for employees in this category. The following outlines the specific details of your appointment:

Employment effective date

August 15, 2017

Employment status

Your employment is at-will, which means it is subject to continuation or discontinuation at any time at the discretion of the Chancellor. After your arrival, we will initiate the process for a tenured position in the School of Information and Library Science. At the end of this appointment, tenured faculty are eligible to retreat to their faculty appointment in accordance with the provisions of the "Separation and Retreat Policy for Senior Academic and Administrative Officers (as amended May 2, 2010)" available for reference online at <http://hr.unc.edu/policies-procedures-systems/epa-non-faculty-employee-policies/appointment-and-end-of-appointment/separation-and-retreat-policy-for-senior-academic-and-administrative-officers/>.

Employment Policies

Your appointment will be subject to the Employment Policies for Tier I Senior Academic and Administrative Officers as presently defined and as they may be periodically revised and with other published University policies applicable to employees within your assigned job classification. A copy of the employment policies for EPA Non-Faculty employees currently in effect is enclosed with this letter and is also available at any time by consulting the University's Office of Human Resources web site at <http://hr.unc.edu>. In addition, as an EPA Non-Faculty employee, you are also subject to other policies of the University, including policies on discrimination, harassment, and conduct. You should consult the University and Administrative Policies web site at <http://policies.unc.edu> for more information and copies of individual policies.

Compensation

Your annualized base salary is \$225,000 per year based on a full-time work schedule of 1.0 FTE and is subject to periodic review. The Chancellor is responsible for initiating any changes in salary, subject to compensation policies adopted by The University's Board of Governors and/or Board of Trustees.

Elaine L. Westbrooks
July 7, 2017
Page 2

Leave Accrual

You will receive 26 days (208 hours) per year of annual (vacation) leave and 12 days (96 hours) per year of sick leave for full-time service. Up to 30 days (240 hours) of annual leave will be carried forward each calendar year with any excess balance converted to sick leave at year end. Sick leave does not have a maximum accrual rate.

Leave Payout at Appointment End

Up to 30 days (240) hours of annual leave; unused sick leave is not eligible for payout.

Background Check

Your appointment is conditional on satisfactory completion of the University's required background check process. In the event this process has not been fully completed at the time your appointment begins, this appointment may be rescinded if any remaining checks disclose information that in the University's judgment are sufficient to bar continued appointment. Before a final decision is made to rescind any appointment, the appointee will receive a copy of the information used in reaching this decision and will have an opportunity to provide clarifying information or proposed corrections to the background check results.

Moving Expenses

The University of North Carolina at Chapel Hill offers personalized assistance with all aspects of moving your household to Chapel Hill. As your first step, please contact Forrest Nidiffer fnidiffer@fmrelocation.com. She will work with you and our office to provide assistance and guidance throughout the process. You may also refer to <http://www.uncmoves.com/eligibility-requirements> for more information.

Orientation

You will be required to attend a new employee orientation within 30 days of your hire. Ms. Freda McClain, Human Resources Specialist for the Library, will be able to assist you with the registration. Information regarding our Employee Benefits is available for reference online at <http://hr.unc.edu/benefits/>.

Parking

The University Library will provide a parking space for you from their allocation. It will be subject to the usual costs for parking on campus. Payment for parking permits is done via payroll deduction.

Carolina Sporting Events

You will receive two complimentary tickets to the men's football and men's basketball games. Please note that these tickets are considered part of your taxable income.

Your appointment is conditional on your acceptance of the terms and conditions stated in this letter and as set out in the "EPA Non-Faculty Appointee Certifications and Conditions of Employment" (Form AP-2a), which is attached. Please signify your acceptance of these terms and conditions by signing and dating the enclosed copy of this letter and the Form AP-2a, and returning it to my office no later than seven (7) calendar days from the date of this letter.

Elaine L. Westbrook
July 7, 2017
Page 3

Elaine, I look forward with great enthusiasm to our working together in furthering the University's mission of teaching, research and public service.

Sincerely,



James W. Dean, Jr.
Executive Vice Chancellor and Provost

Enclosures: [Employment Policies for EPA Non-Faculty Employees](#)
[Form AP-2a \(Non-Faculty\)](#)

Acknowledgment and Acceptance by Appointee:

(Signature)

Date: _____

cc: Departmental Personnel File
School/Division Human Resources Officer
EPA Non-Faculty Human Resources

Elaine L. Westbrook
Associate University Librarian for Research
University of Michigan

818 Harlan Hatcher Library
913 S. University Avenue
Ann Arbor, Michigan 48109

e. elwestbrooks@gmail.com
m. 734-223-7997

PROFESSIONAL EXPERIENCE

Associate University Librarian for Research, University of Michigan.

(August 2012 - Present)

Coordinates and administrates the short and long-term objectives for Michigan Library's support of the research enterprise. Manages a \$8M budget and provides operational leadership to the Copyright Office, East Asia Library, Area Programs, as well as the bulk of subject specialists who represent the following teams: social sciences, arts and humanities, and science, engineering, and Research Data Services. Serves as a member of the executive committee, contributing to program development and assessment, budget formulation (\$65M) and allocation of resources in support of the Library's mission. Represents the Libraries within the university, and on committees and forums at the state, national, and international level related to data curation and preservation, Area Programs, and East Asian Library affairs.

Associate Dean of Libraries, University of Nebraska-Lincoln.

(August 2008 - July 2012)

Provided strategic, managerial, staff development, and operational leadership for Technical Services, Research and Instruction Services, Branch libraries as well as the Libraries data curation program. These units were comprised of over 70 staff housed in the Main Library as well as five branch libraries (Architecture, Music, Engineering, Mathematics, and Geology). Provided tactical direction for data curation, library-wide assessment, researcher networking tools and analysis (Digital Measures and VIVO). Oversees the completion and submission of library-wide statistics and surveys for ARL, NCES, and SPEC kits. Served as a key contributor to strategic planning efforts, program development, budget formulation and allocation of resources in support of the Libraries' mission. Represents the Libraries within the university, the CIC, and on committees and forums at the state, regional, and national level.

Head of Metadata Services, University Libraries, Cornell University.

(October 2006 - July 2008)

Directed the Metadata Services Department, which provided metadata consultation, design, development, and data conversion services to support the digital collection management efforts of Cornell University Libraries (CUL), Cornell University, and University partners. Served as Library Technical Services (LTS) principal resource and spokesperson on matters related to metadata solutions for CUL digital collections and networked resources. Developed cost models and marketing strategies for department services. Developed and maintained strategic alliances with other CUL units to maintain Metadata Services as an integral component of the digital collection management services offered by CUL. Worked with the Head of LTS to contribute to metadata policy development and system-wide implementation.

Senior Metadata Librarian, Technical Services, Albert R. Mann Library, Cornell University.
(August 2005 - October 2006)

Provided metadata consultation, design, and development services to support Cornell University Library's digital collection management efforts. Performed a leadership role among metadata librarians with regard to the above services. Worked closely with staff throughout Technical Services and other divisions to improve access to library collections. Served as a primary metadata contact and library liaison with the faculty and staff of the College of Agriculture and Life Sciences and College of Human Ecology.

Metadata Librarian, Technical Services, Albert R. Mann Library, Cornell University.
(August 2000 - August 2005)

Analyzed new developments concerning metadata standards, and created and maintained repositories of non-MARC metadata i.e. CSDGM, Dublin Core, EAD, and TEI. Served as the metadata specialist for the Cornell University Geospatial Information Repository. Facilitated access to resources through original cataloging of materials in various formats according to local and national standards; conducted staff training sessions in areas related to cataloging and metadata; additional responsibilities included library instruction.

Digital Research Librarian and Latin American Cataloger, University of Pittsburgh.
(September 1998 - August 2000)

Collected metadata and created the relational database for the Historic Pittsburgh online plat map collection in the Digital Research Library; was responsible for encoding archival finding aids to current standards, applying the Encoded Archival Description (EAD) DTD and the International Standard for Archival Description-G (ISAD-G); was Hispanic/Latin American language cataloger responsible for original, adaptive, and difficult copy cataloging of materials in all formats in Spanish, Portuguese, and native Indian languages chiefly published in the Iberian Peninsula and Latin America.

Technical Support Specialist, Pittsburgh Public Schools, Belmar Elementary School.
(January 1996 - June 1998)

Monitored the computer network, school homepage, troubleshooted, and repaired personal computers. Additional responsibilities included reviewing educational software, organizing and upgrading hardware and software; conducted technical and software training for students and teachers.

Clerk III & Clerical Supervisor, Carnegie Library of Pittsburgh, Music & Art Department.
(September 1991 - January 1996)

Supervised and managed clerical staff and volunteers. Duties included work scheduling, managing payroll, timecards, and all financial transactions. Monitored the circulation of audiovisual materials.

RESEARCH (*selected*)

Books

Westbrooks, E., and Meth, M., Dearie, T. (Eds.), (2017). Case Studies in Academic Librarianship Management, Chicago, IL: ALA (*Forthcoming*).

Westbrooks, E. and Jenkins, Keith G. (Eds.), (2010). Metadata and Digital Collections: A Festschrift in Honor of Thomas P. Turner. Ithaca: Cornell University Library.
<http://cip.cornell.edu/Turner>

Hillmann, Diane and Westbrooks, E. (Ed.), (2004). Metadata in Practice: Building the Diverse Digital Library. Chicago, IL: ALA.

Book Chapters

Flynn, S., Lust, B., Blume M., Westbrooks, E., Tobin, T. (2011). Constructing Adequate Language Documentation for Multifaceted Cross-Linguistic Data: A Case Study from a Virtual Center for Study of Language Acquisition in Language Documentation, in Language Documentation. Practices and values. Lenore Grenoble and Louanna Furbee (Eds.)
Netherlands: John Benjamins. <http://digitalcommons.unl.edu/libraryscience/208/>

Westbrooks, E. (2004). A Vision of the Future: Cornell University's Geospatial Information Repository (CUGIR). In Innovative Redesign and Reorganization of Library Technical Services: Case Studies and Paths for the Future. Brad Eden (Ed.). Westport: Libraries Unlimited.
<http://digitalcommons.unl.edu/libraryscience/165/>

Westbrooks, E. (2004). Distributing and Synchronizing Heterogeneous Metadata in Geospatial Information Repositories for Access in Metadata in Practice: Building the Diverse Digital Library. D. Hillmann and E. Westbrooks (Eds.) Chicago: ALA.

Interviews

Enis, Matt. (October 14, 2016) University of Michigan Launches “Deep Blue Data” Repository.
<http://lj.libraryjournal.com/2016/10/academic-libraries/university-of-michigan-launches-deep-blue-data-repository/>

Articles

Westbrooks, E. (2005). Remarks on Metadata Management. *OCLC Systems and Services*, 21:1 (2005), pp. 5-7. <http://digitalcommons.unl.edu/libraryscience/163/>

Westbrooks, E., Chandler, A. (2002). Distributing Non-MARC Metadata: The CUGIR Metadata Sharing Project. *Library Collections, Acquisitions & Technical Services*, 26(3), 207-217.

Poster Presentations

Deards, K., Westbrooks, E. Joint Conference of Librarians of Color 2012, “Data Curation: Preserving the Present to Inform the Future- Issues in Data Preservation and Access” Kansas City, MO (September 21, 2012).

Westbrooks, E., Delserone, L., 13th Biennial USAIN Conference 2012. “University of Nebraska-Lincoln Data Repository,” United States Agricultural Information Network Conference, Minneapolis, MN (April, 30, 2012).

Presentations

Westbrooks, E., CNI Fall 2014 Membership Meeting, Panel Discussion "Rights and Access Challenges for Large Scale Collections, Aggregators, and Repositories," Coalition of Networked Information, Washington, DC (December 9, 2014)

Westbrooks, E., 2014 Charleston Conference, Panel Discussion "Help your Researchers Get the Credit they Deserve." Charleston, SC (November 7, 2014).

Westbrooks, E., 13th Biennial United States Agricultural Information Network Conference 2012, "Preconference II: Collection Management for the 21st Century." Minneapolis, MN (April 29, 2012).

Westbrooks, E., ALA Midwinter Conference 2012, "The Future of Cataloging and Technical Services," ARL Annual Leadership Symposium, Dallas, TX (January 20, 2012).

Westbrooks, E., and Notter, K. CNI Fall 2011 Membership Meeting, "UNL Data Repository: Partnerships Between IT and Libraries for Seamless Data Archiving," Coalition of Networked Information, Arlington, VA (December 13, 2011)

Westbrooks, E., ALA Annual Conference 2011, Panel Discussion, "Urging Leaders: Moving Diverse Librarians' Careers Forward," American Library Association, New Orleans, LA (June 25, 2011).

Westbrooks, E., GPN Annual Meeting 2011. "Archival Data Management for Research," Great Plains Network, Kansas City, MO (June 2, 2011).

Westbrooks, E., ALA Annual Conference 2010, "Next Generation Catalogs (NGCs): Meeting User Needs with Metadata and Search Technology," American Library Association, Washington DC. (June 28, 2010).

Westbrooks, E., ALA Annual Conference 2010, "Politics of Promotion: Career Strategies for Librarians," American Library Association, Washington DC. (June 27, 2010).

Westbrooks, E., UNO Libraries All Staff Meeting, "Getting the Most out of ClimateQUAL,TM" University of Nebraska - Omaha Library, Omaha, NE. (October 15, 2009).

Westbrooks, E., ALA Annual Conference 2009, "Black Studies and Information Technology," (Panel Moderator) American Library Association, Chicago, IL. (July 12, 2009).

Westbrooks, E., ALA Annual Conference 2009, "Planning Effective Interventions to ClimateQUALTM Findings," American Library Association, Chicago, IL. (July 10, 2009).

Westbrooks, E., ACRL 14th National Conference, "Using the READ Scale (Reference Effort Assessment Data): Capturing Qualitative Statistics for Meaningful Reference Assessment," ACRL, Seattle, Washington. (March 14, 2009).

Westbrooks, E., ALA Annual Conference/ALCTS Cataloging Norms Discussion Group, "Access, Fear, and Change: Bringing Catalogers along in the Non-MARC Metadata Arena,"

American Library Association. (June 28, 2008).

Westbrooks, E. Living the Future 7, Transforming Libraries Through Collaboration, "Metadata Infrastructure for Data Curation," Tucson, Arizona. (May 1, 2008).

Westbrooks, E. "Data Curation: Problem and Promise," Purdue Libraries. (Aug. 6, 2007).

Westbrooks, E., Lust, B., Flynn, S., Tobin, T., Linguistics Society of America Symposium on Language Documentation, "Developing Adequate Documentation for Multi-faceted Cross Linguistic Language Acquisition Data," Boston, Massachusetts. (July 9, 2005).

Westbrooks, E., "Geospatial Resource Control through Metadata Management," National Agriculture Library, Beltsville, MD (May 5, 2005).

Westbrooks, E., USGS Policy Forum, "Geospatial Data and Rights: ODRL Geospatial Working Group Activities," Washington DC. (December 9, 2004).

Westbrooks, E., Martindale, J., LITA National Forum, "Adding Value and Enhancing Access to GS Repositories," Norfolk, VA (October 3, 2003).

Westbrooks, E., Dublin Core 2003, "Efficient Distribution and Synchronization of Heterogeneous Metadata for Digital Library Management and Geospatial Information Repositories," Seattle, WA (September 28, 2003).

Westbrooks, E., Lust, B., Blume, M., Joint International Conference of the Association for Computers and the Humanities Association for Literary and Linguistic Computing, "Creating a Virtual Center as an International Web-Based Interactive Infrastructure for Research & Teaching in the Language Sciences: A New Research and Library Collaboration," Athens, GA. (May 29, 2003).

Westbrooks, E., Black Caucus of the ALA, "Everything You Wanted to Know about Metadata, but Were Afraid to Ask," American Library Association, Fort Lauderdale, FL (August 14, 2002).

Westbrooks, E., Chandler, A., Digital Library Federation Forum, "Moving Geospatial Metadata to MARC & OAI: The CUGIR Model," Pittsburgh, PA (November 16, 2001).

SERVICE (*selected*)

University Service

- UM Data Acquisition for Data Science Committee; 2016-Present.
- UM Consulting for Statistics, Computing, and Analytics Research Executive Board; 2016-Present.
- UM Research Associate Deans Committee; 2012-Present.
- UM Research Data Compliance Committee; 2014-Present.
- UM Data Storage Committee, CIC Consortium; 2012-Present.
- UNL Data Storage Committee, CIC Consortium; 2011-12.
- UNL University Wide Assessment Committee; 2008-12.
- UNL Senior Vice-Chancellor for Academic Affairs Search Committee; 2010-11.

- UNL Web Advisory Group; 2008-12.
- UNL Faculty Advisory Committee on Diversity Initiative; 2009-10.
- UNL Chief Information Officer Search Committee; 2009.
- Cornell Carl A. Kroch University Librarian Search Committee; 2008.

Library Service

- UM Library Diversity Specialist Search Committee, Chair; 2015
- UM AUL for Publishing/Dir. of Michigan Press Search Committee, Chair; 2013-14
- UNL Libraries VIVO Implementation Team, Chair; 2010-12.
- UNL Libraries Data Curation Working Group, Chair; 2009-12.
- UNL Libraries Graduate Student Advisory Board, Convener; 2009-12.
- UNL Libraries Assessment Committee, Chair; 2009-10.
- UNL Libraries Digital Measures Committee; Chair, 2009.
- Cornell University Libraries Data Working Group; 2007-08.
- Cornell University Libraries Metadata Working Group Steering Committee; 2006-07; Chair 2007-08.

Professional Service

- ARL Assessment Program Visioning Taskforce, Member; 2016-Present.
- HathiTrust, Rights & Access Committee, Chair 2014-Present.
- HathiTrust Program Steering Committee; 2013-Present
- ProQuest International Dissertations and Theses Advisory Board; 2014-15.
- Taiga Forum Steering Committee; 2014-16.
- ACRL Ethics Committee; 2010 - 2011; Chair 2011.
- Program Committee, Second Annual VIVO Conference, 2011.
- Session Proposal Reviewer for EDUCAUSE Midwest 2012 Regional Conference, 2011.
- *EDUCAUSE Quarterly* Editorial Review Board; 2009-11.
- ALCTS *Library Resources & Technical Services* Editorial Board; 2009 - 2013.
- ALA Editions Publications Advisory Board; 2004-11.
- ACRL Lazerow Fellowship for Research in Acquisitions and Technical Services; 2009-11.
- Grant Reviewer, IMLS, Washington DC; 2010-12.
- ALCTS Budget and Finance Committee; 2009-10.
- Open Digital Rights Language, Geospatial Information Committee; 2004-06.
- *OCLC Systems & Services: International Digital Lib. Perspectives* Editorial Adv. Board; 2002-06.

Public Service

- Sheldon Art Association Board of Trustees, Lincoln, NE.; 2010-12.
 - *Jazz in June* Planning Committee, Lincoln, NE.; 2009-12.
 - Budget & Finance Committee, Lincoln, NE.; 2009-12.
- City of Lincoln One Book - One Lincoln Committee, Lincoln, NE.; 2009-11.
- Program Organizer, Basketball, US National Special Olympics 2010, Lincoln, NE.; 2009-10.
- Coach, YMCA - Spirit Basketball, Lincoln, NE; 2009-10.
- City of Lincoln Abraham Lincoln Bicentennial Planning Committee, Lincoln, NE.; 2008-09.

Professional Memberships

- American Library Association; 2006 - 2014.
- Association for Library Collections & Technical Services; 2000 - 2012.
- Association of College and Research Libraries; 2000 - 2012.
- Black Caucus of the American Library Association; 1997 - 2012.

Awards, Training, and Honors

- Foreign Expert, Fudan University Libraries, Shanghai, China; 2015-Present.
- Fellow, UCLA Senior Fellows Program, 2014.
- Association of Classified *Library* Personnel's Creating an Atmosphere of Mutual *Respect* in the Workplace (CAMRE) Award Recipient, UNL Libraries; 2011.
- Leadership Institute for Academic Librarians, Harvard Graduate School of Education; 2010.
- Fellow, Leadership Career Development Program, Association of Research Libraries; 2007.
- Chancellors Award for Excellence in Librarianship, State University of New York; 2005.
- Ans van Tienhoven Travel Award to China, Cornell University Libraries; 2004.
- Student Fellowship, University of Pittsburgh University Library System/Graduate School of Information Science; 1998.

EDUCATION

- MLIS, University of Pittsburgh, 1999.
Library Science
- BA, University of Pittsburgh, 1998.
Linguistics



Mail Ballot

Board of Trustees

July 6, 2017

Attached for your review and approval is a memo concerning the terms of appointment and compensation for Elaine Westbrooks as Vice Provost and University Librarian. This mail ballot will be approved as part of the Consent Agenda at the Full Board meeting on Thursday, July 27, 2017.

The undersigned votes as follows with respect to the recommendation proposed in Chancellor Folt's memorandum dated July 6, 2017.

	Approve	Disapprove
Appointment and compensation for Elaine Westbrooks as Vice Provost and University Librarian	<input type="checkbox"/>	<input type="checkbox"/>

Signature_____

Printed Name_____

Date_____

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

This mail ballot was approved by majority vote on July 7, 2017 by: Dwight Stone, Haywood Cochrane, Chuck Duckett, Lowry Caudill, Jeff Brown, Don Curtis, Julia Grumbles, Bill Keyes, Allie Ray McCullen, Hari Nath, and Elizabeth Adkins.



THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL

OFFICE OF UNIVERSITY COUNSEL

110 BYNUM HALL
CAMPUS BOX 9105
222 EAST CAMERON AVENUE
CHAPEL HILL, NC 27599-9105

T 919-962-1219
F 919-843-1617

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Mark Merritt, Vice Chancellor and General Counsel

RE: Mail Ballot

DATE: July 10, 2017

I am writing on behalf of Rachel Schaevertz, Postdoctoral Fellow for the Public Humanities. Ms. Schaevertz intends to seek election to the Chapel Hill Town Council and, if elected, to serve as a Council Member.

Board of Governors Policy 300.5.1, entitled "Political Activities of Employees," establishes requirements for University employees who wish to hold public office. In general, the policy requires that, before an employee announces his or her candidacy for a public office that pays more than "nominal" compensation, Board of Trustees' approval is required.

The Board of Governors' current standard for "nominal" compensation is annual compensation in excess of \$10,000. The Town of Chapel Hill's stipend for Council Members is \$14,652 per year.

The Board of Governors' Policy establishes a presumption that part-time service for which compensation is "more than nominal" interferes with the responsibilities of University employment and requires the employee to obtain a leave of absence or to resign from University employment. In order to rebut this presumption, the employee is required to establish that her candidacy will not, in fact, hinder her service to the University. If the employee can demonstrate this fact to the satisfaction of the University, the employee will not be required to resign or to secure a leave of absence. The employee is directed to make this showing in a petition submitted to the Board of Trustees for its consideration and resolution. The Board of Trustees' decision will then be forwarded to the Board of Governors for its information.

In order to aid your determination regarding whether Ms. Schaevitz's service as a Council Member would interfere with the responsibilities of her University employment, please find an attached petition packet from Ms. Schaevitz including:

- (i) Detailed information from Ms. Schaevitz outlining her employment commitments and how she intends to balance those obligations with her candidacy and, if elected, holding public office; and
- (ii) A letter from Ms. Gist's supervisor, Maximilian Owre, Executive Director of Carolina Public Humanities, supporting Ms. Schaevitz's intention to seek election to the Chapel Hill Town Council and, if elected, to serve as a Council Member.

I would recommend that Ms. Schaevitz be permitted to run for election to the Chapel Hill Town Council and, if elected, to serve as a Council Member without being required to obtain a leave of absence or to resign her University employment. Her submission establishes her ability to fulfill the requirements of her job in the event she is elected.

THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

Petition Regarding Political Activity:

Part-Time Office for Which Compensation is More Than Nominal

FROM:

Rachel Schaevitz
Department: Carolina Public Humanities
Position held: Postdoctoral Fellow for the Public Humanities

TO: Academic Affairs Committee
UNC-CH Board of Trustees
c/o Office of the Chancellor
The University of North Carolina at Chapel Hill
CB# 9100, 103 South Building
Carolina Campus

SUBJECT: Request for review of proposed political candidacy or office-holding

A. In accordance with The University of North Carolina Board of Governors' Policy regarding political activities of its employees, this petition concerns:

My intention to campaign for election to a major part-time political office

Title of office: member of Chapel Hill Town Council

Primary or general election date: November 7, 2017

Period of proposed campaign activity: July 15, 2017 – November 7, 2017

B. With respect to my candidacy for election to political office, I request permission:

To maintain my full-time University employment while campaigning; in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)
2. An explanation of proposed campaign activity, demonstrating how such activity will be limited to available personal time, so as not to interfere with the satisfactory performance of full-time employment responsibilities (Attachment B)

3. The written concurrence of my supervisors in the conclusion that engagement in campaign activities will not interfere with the satisfactory performance of my full-time employment responsibilities

C. With respect to my occupancy of a major part-time office, I request permission:

To maintain my full-time University employment while holding office; in support of my request I have provided/attached:

1. A detailed account of my anticipated normal employment responsibilities during the affected period of employment (Attachment A)

2. An explanation of the time requirements associated with holding the public office, demonstrating how such activity will be limited to available personal time, so as not to interfere with the satisfactory performance of my full-time employment responsibilities (Attachment D)

3. The written concurrence of my supervisors and the Chancellor in the conclusion that the time requirements associated with holding the public office will not interfere with the satisfactory performance of my full-time employment responsibilities.

D. With respect to any request embodied in this petition, the petitioner should offer any additional written explanation or information that in his or her judgment would assist supervisors, the Chancellor, or the Board of Trustees in making a decision whether to grant the request.

Signature of Petitioner *Dachul Schanitz*

Date submitted *21 June 2017*

Approved:

Chancellor

Approval by



The Board of Trustees of The University of North Carolina at Chapel Hill:

Assistant Secretary of The Board of Trustees

Date

Petition Attachment A

Detailed account of anticipated normal employment responsibilities during the affected period of employment; the information to be provided presupposes a standard eight-hour work day and a forty-hour work week and requires a demonstration of how that amount of employment time is accounted for and scheduled; the petitioner may supplement this form with a narrative account that further explains employment obligations and time commitments.

Name of Petitioner Employment period affected:

Rachel Schaevitz July 15, 2017- Nov. 7, 2017

2. Faculty employees (and other employees who do not necessarily follow standard schedule of eight-hour days and forty-hour weeks)

Duties Hours per week

Teaching (classroom, laboratory, etc.) 3 hours/week

Instructional preparation 3 hours/week

Counseling students: 1 hour/week

Other instructional responsibilities none

Evaluating student performance: 2 hours/week

Research and writing: 1 hour/week

Institutional Committee service: none

Administrative service: none

Current professional development: none

Other (specify) Public Event Planning & Executing: 30 hours/week

Totals: 40 hours/week

Narrative account of employment obligations and time commitments:

In my roles as Postdoctoral Fellow for the Public Humanities, and Lecturer in the Communication Studies department, I work approximately 40 hours a week. For the Fall 2017 academic semester, I will co-teach one course on Tuesday afternoon from 2:00-5:00 pm. Aside from these teaching and student counseling hours, very few of my working hours occur during the traditional Monday to Friday 9am to 5pm structured work week. At Carolina Public

Schaevitz - Petition Regarding Political Activity

Humanities, much of my responsibility lies in the planning and execution of public lectures, seminars, and other scholarly events geared toward a public audience. Seeking to make our events accessible to members of the community who work during the weekday, most of our events occur in the evenings and on weekends. Therefore, most of my work for Carolina Public Humanities occurs in the evenings and on weekends, allowing me time for campaign efforts during the week.

Petition Attachment B

Explanation of nature, extent and schedule of proposed campaign activity.

I propose to run for the office of Councilmember on Chapel Hill's Town Council. Filing for this office begins on Friday, July 7, 2017 and concludes Friday, July 21, 2017. Candidates campaign throughout the months of July, August, September and October, culminating in the election on Tuesday, November 7, 2017.

The nature of my campaign activities include:

- participating in public forums and debates,
- participating in public events such as listening sessions, Q&A coffees, and other events designed to receive input from constituents on issues of importance to them,
- attendance at current Town Council meetings
- attendance at current Task Force, Commission, and other citizen meetings
- canvassing neighborhoods to receive input from constituents on issues of importance to them
- authoring Op-Ed pieces on issues of importance

My participation in each of these activities will be limited to available personal time, so as not to interfere with the satisfactory performance of my full-time employment responsibilities. As detailed in Petition Attachment A, my duties related to Carolina Public Humanities often occur outside of the standard work week schedule, thereby opening up the opportunity for my participation in daytime activities such as those detailed above, without interfering or competing with my role at the University. I also understand that my participation in public events conducted under the auspices of Carolina Public Humanities will be conducted completely separately from any public events I attend or organize as a candidate for public office.

June 19, 2017

To Whom It May Concern :

Please allow this letter to serve as an attachment to Dr. Rachel Schaevitz's Petition Regarding Political Activity. In my role as Executive Director at Carolina Public Humanities, I am Dr. Schaevitz's direct supervisor and I wholeheartedly support her candidacy for Chapel Hill Town Council and affirm that her engagement in campaign activities will not interfere with the satisfactory performance of her full-time employment responsibilities.

Much of what we do at Carolina Public Humanities involves encouraging civic engagement and critical thinking in all those who attend our public events. Dr. Schaevitz's desire to continue her scholarly role at CPH, while also serving the Town of Chapel Hill as a Councilmember illustrates her commitment to the values of civil discourse, respectful dialogue, and public service that we seek to promote every day.

We support her decision to run for office and encourage the Office of the Chancellor to approve her Petition.

Sincerely,



Dr. Maximilian Owre
Executive Director of Carolina Public Humanities

Petition Attachment D

Explanation of the time requirements associated with holding the public office

As an elected Councilmember, responsibilities include:

- Attendance and participation in regularly scheduled public meetings (usually two per month) and private work sessions (usually two per month)
- Attendance and participation in regularly scheduled meetings of various Boards and Commissions (usually once per month, per group)
- Attendance at occasional public meetings, charrettes or forums
- Attendance at other public events, social gatherings, openings, and other honorary events as necessary

As sitting Councilmembers, historically and currently, have also conscientiously held full-time occupations outside the scope of their Council obligations, I do not anticipate that I will encounter significant issues in this regard. The responsibilities outlined above tend to occur on regularly scheduled days and times. My duties at Carolina Public Humanities largely occur on my own time, meaning that I can arrange my meetings, events, and work time in a way that avoids conflict and allows for the responsible discharging of duties for both the Town of Chapel Hill and Carolina Public Humanities, with minimal interference or overlap. As such, I do not anticipate that carrying out my duties as a Councilperson would impede the satisfactory performance of my full-time employment responsibilities.



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Mail Ballot

Board of Trustees

July 10, 2017

Attached for your review and approval is a memo regarding Rachel Schaevitz's intention to seek election to the Chapel Hill Town Council. This mail ballot will be approved as part of the Consent Agenda at the Full Board meeting on Thursday, July 27, 2017.

The undersigned votes as follows with respect to the recommendation proposed in Vice Chancellor Merritt's memorandum dated July 10, 2017.

Petition for Rachel Schaevitz to run for Chapel Hill Town Council, and if elected, to serve

Approve

☐

Disapprove

☐

Signature_____

Printed Name_____

Date_____

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

This mail ballot was approved by majority vote on July 10, 2017 by: Dwight Stone, Haywood Cochrane, Chuck Duckett, Lowry Caudill, Jeff Brown, Julia Grumbles, Kelly Hopkins, Bill Keyes, Allie Ray McCullen, Ed McMahan, Hari Nath, and Elizabeth Adkins.



Governing Board Certification Form
Academic Year 2017-18

As Chairman of the Governing Board at **University of North Carolina**, I attest that:

- 1) Responsibility for the administration of the athletics program has been delegated to the Chief Executive Officer of the Institution.
- 2) The Chief Executive Officer has the mandate and support of the board to operate a program of integrity in full compliance with NCAA, Conference and all other relevant rules and regulations.
- 3) The Chief Executive Officer, in consultation with the Faculty Athletics Representative and the Athletics Director, determines how the institutional vote shall be cast on issues of athletics policy presented to the NCAA and the Conference.

Date Presented to the Governing Board: _____

Signed: _____
(Chairman of the Governing Board)

Signed: _____
(CEO of Member Institution)

*Please return completed form before **October 20, 2017** to:*

*Commissioner John D. Swofford
Atlantic Coast Conference
4512 Weybridge Lane
Greensboro, NC 27407*