

**Personnel Committee  
University of North Carolina School of the Arts**

**Thursday, September 25, 2014  
3:00 p.m. - 4:00 p.m.**

**Conference Room Eisenberg South  
Hanes Student Commons  
Open Session**

**Personnel Committee**

\*Mariana Qubein, Chair

\*Skip Dunn

\*Michael Tiemann

\*Erna Womble

Rob King, (ex officio)

Phil Nelson, Emeritus

Susan Klutz, (ex officio)

Delores Harris, Staff

James Lucas, Staff

Jamie Moore, Staff Council Representative

Carolina Kava, faculty Council representative

Ron Rudkin, Faculty Council Representative

Betsy Towns, Faculty Council Representative

Rich Kucharski, General Administration

**Convening Open Session:**

The Personnel Committee Meeting of the University of North Carolina School of the Arts was convened at 3:00 p.m. A Quorum established and meeting was called to order. Motion was made to approve the minutes by the Chair. Second by Michael Tiemann and approved by the committee.

Chairperson Mariana Qubein apologized for not being able to attend the full BOT meeting on Friday, September 26 and asked if she could have a volunteer to stand in her place. Michael Tiemann volunteered.

James Lucas asked Delores Harris to give the Title IX update. Delores spoke about the July training for Faculty and Staff with Gina Smith. She made the committee aware of the campus commitment to Title IX and outreach efforts with Family Services and the SART Committee. (Sexual Assault Response Team), where she is an active member. Delores along with Residence Life are spearheading the WALK A MILE IN HER SHOES event campus wide. This will take place on 10/11.

Chairperson Qubein asked if we has access to the brochures at Family Services. She stated that the Family Services in High Point provides brochures and information about sexual assault awareness. Delores Harris stated that we have the information on campus as well as links to the information on our website.

James Lucas mentioned that while the campus may think they may heard an abundance about Title IX, it is important that we saturate the campus with this because the Office of Civil Rights will look for the types and levels of information we are providing to the campus to educate on Title IX issues.

Michael Tiemann mentioned that the campus was doing a very good job with this. While in the School of Film he notice the Know Your IX poster prominently placed on the bulletin board and clearly stating the information being discussed.

In conjunction with Title IX, Residence Life has promoted an employee to work with Delores Harris on the student side of Title IX issues. James mentioned that Thomas Espenschied held a Title IX orientation for incoming students that was very well done and very well received.

Skip Dunn asked if we had and issues on our campus that was title IX related and James Lucas said no that we investigate all claims to determine if it is an Title IX issue, we have not had any this school year nor in the recent past.

David Nelson expressed an appreciation for the level of work that Human Resources is doing in this area, but expressed his concern for the lack of manpower and feels at some point the department would need help to maintain the level of work that they currently do.

James Lucas echoed this concern and referenced that he makes a point to thank his staff daily. He feels that he has a good team and values the work that they do and expressed that if these individuals did not love this university they would probably not be working here for the money that is currently being paid.

James Lucas announced that in an effort to keep the committee updated overall on HR issues that don't necessary need their approval that the University had termed 28 employees through retirement, resignations and dismissals and hired 38 employees most of whom was new allocations due to the new buildings and one which was our very own Chancellor.

James mentioned that the HR department is integrating a new paperless system and that hopefully at the December meeting he would be able to give an update on how smoothly the project is progressing. He also mentioned that it is the hopes that this paperless system will be used campus wide to make the campus more efficient in its handling of documents.

James asked that the closed session be scratched because he did not have the signatures that he needed to discuss that item.

### **Other Business**

With no other business, Chairperson Quebein adjourned the meeting at 4:00 p.m.