

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

**Thursday, September 24, 2015  
3:10 p.m. – 4:10 p.m.**

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

**Personnel Committee**

\*Michael Tiemann – Chair

\*Skip Dunn

\*Mark Land

\*Erna Womble

Rob King, (ex officio)

Phil Nelson, Emeritus

Susan Kluttz, (ex officio)

Delores Harris, Staff

James Lucas, Staff

Jamie Moore, Staff Council Representative

Carolina Kava, faculty Council representative

**Convening Open Session:**

Chairman Tiemann convened the meeting of the UNC School of the Art Personnel Committee at 3:10. A quorum was confirmed. Michael asked for a motion to approve the last meeting minutes. Erna moved to approve the minutes as is. Mark second the motion to approve the minutes.

**Title IX update:** James Lucas gave an update on Title IX. He stated that seven (7) people will attend the level one Title IX/Investigation training course that will be held at Gardner-Webb University on September 29 & 30<sup>th</sup>. This training will give us additional investigators to help allocate the potential workload away from the primary investigator.

David Harrison is looking at policy 117 and trying to dense it down to be in line with other university outlines. We have scheduled a meeting in October to meet to discuss the whys and how to condense the policy. All of the state holders will be in attendance. We want to make sure that the students and employees of UNCSA know what Title IX is, who to contact, who the responsible people on campus are. Once contact has been made, we have trained staff in place that know what to do. The education piece is critical. We have a mandatory high school training for the high school students on October 7. Instructors and Deans are invited to attend

as well. Chairman Tiemann questioned why the high school training was being held as late as it was. HR Director stated that they recognized this as an issue and this is why this training is mandatory and insured the committee that this training will be at the beginning of the year moving forward.

There is a Clery, Title IX, VAWA training in Chapel Hill on October 8 in which five (5) staff members including the Title IX Coordinator will also attend.

HR Director gave an update on new hires and separations. He mentioned the hiring of the D&P Dean Michael Kelley. Mark Land asked if what type of notices were employees required to give prior to separation. James Lucas stated that normally employees are required to give 120 days' notice. Then there was an extensive conversation within the committee led primarily by David Nelson and Chairman Michael Tiemann on teacher recruitment and retention.

There was no new business, meeting was adjourned.