

- I. Call to Order
Fielding Miller
Presiding
- II. Pledge of Allegiance and Invocation
- III. Administration of Oaths of Office
SaraBeth Rhodes
Pitt County Clerk of Court
- IV. Roll Call
- V. Conflict of Interest
- VI. Approval of Minutes
 - April 23, 2021
 - June 23, 2021
 - September 9, 2020 - Revised
- VII. Election of Officers
Megan Ayers
Asst. Secretary to the Board
- VIII. Chancellor's Report
Philip Rogers
Chancellor
- IX. Action Items
 - A. Property Leases
 - 1. 2355 West Arlington
 - 2. 2150 Herbert Court
 - 3. 517 and 521 Moye Boulevard
 - 4. 2160 Herbert Court
 - B. Audit Plan
 - C. Patent Policy
- X. Information Items
 - A. Pension Report
 - B. Salary Report
- XI. Closed Session
- XII. Items Recommended from Closed Session
- XIII. Unfinished Business
- XIV. New Business
- XV. Adjourn

**East Carolina University
Board of Trustees
April 23, 2021**

MINUTES

The ECU Board of Trustees met at 9 a.m. on April 23, 2021 as part of their regularly scheduled board meeting. The meeting originated from Main Campus Student Center Ballroom A, on the campus of East Carolina University in Greenville, NC. Chairman Vern Davenport called the meeting to order.

PLEDGE OF ALLEGIANCE

Mr. Davenport called on Mr. Vince Smith to lead the board in the Pledge of Allegiance.

ROLL CALL

Mr. Davenport called on Ms. Megan Ayers, Assistant Secretary to the Board of Trustees, to call the roll. A quorum was established.

PRESENT:

Vern Davenport
Leigh Fanning
Tom Furr
Van Isley
Max Joyner, Jr.
Fielding Miller
Angela Moss
Bob Plybon
Jason Poole
Tucker Robbins
Jim Segrave
Scott Shook
Vince Smith

ABSENT:

READING OF ETHICS STATEMENT

In compliance with the State Government Ethics Act, Mr. Davenport read the conflict-of-interest statement and asked if anyone had a conflict to disclose. No conflicts were identified.

APPROVAL OF MINUTES

Mr. Davenport asked for a motion to approve minutes from the February 12, 2021 regular board meeting and March 25, 2021 special called meeting. Mr. Robbins motioned to approve the minutes with Mr. Miller seconding the motion. Mr. Davenport called on Megan Ayers, Assistant Secretary to the Board of Trustees for the roll call vote. The minutes were unanimously approved.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

UPDATE FROM THE BOARD OF GOVERNORS

Mr. Davenport welcomed Mr. Randy Ramsey, Chair of the UNC System Board of Governors, via Zoom to recognize and thank Dr. Ron Mitchelson for his service to East Carolina University and the UNC System.

In addition to thanking Dr. Mitchelson, Mr. Ramsey welcomed Philip Rogers to his first Board of Trustees meeting as Chancellor of East Carolina University and he thanked the outgoing Board of Trustee members for their service to the university.

RECOGNITION OF RON MITCHELSON

Mr. Davenport called on Mr. Bob Plybon to offer the following resolution for consideration by the board.

A RESOLUTION HONORING RON MITCHELSON

WHEREAS, Dr. Ron Mitchelson became a Pirate in 1999 as a professor and chair of the Department of Geography; and

WHEREAS, during his tenure at East Carolina University, Ron Mitchelson lived the university motto, "SERVIRE," as he has served this institution as professor, department chair, Vice Chancellor for Research and Economic Development, Provost and Interim Chancellor; and

WHEREAS, as Interim Chancellor, Dr. Mitchelson led the university with a steady hand by focusing on the university's mission of student success, regional transformation and public service; and

WHEREAS, Dr. Mitchelson worked to maintain enrollment growth, promote innovation and entrepreneurship in order to transform eastern North Carolina, and strengthen the university's relationship with private industries to benefit the people of the region; and

WHEREAS, Dr. Mitchelson identifies strongly with ECU's core identity and its role in providing social mobility, taking students with fewer opportunities and not only accepting them, but ensuring their success.

WHEREAS, Ron and Sarah Mitchelson have demonstrated their commitment to the greater Greenville community by supporting the United Way of Pitt County's Imagination Library program to promote childhood literacy; and

WHEREAS, in recognition for his leadership, both at East Carolina University and in the region, Dr. Mitchelson was named 2020 Citizen of the Year by the Greenville-Pitt County Chamber of Commerce.

NOW THEREFORE BE IT RESOLVED, East Carolina University and the Board of Trustees expresses its deepest gratitude and appreciation for the outstanding leadership contributions made by Dr. Ron Mitchelson during his 22-year career at East Carolina University; and

NOW THEREFORE BE IT FURTHER RESOLVED, this resolution be entered into the minutes of the April 23, 2021 board meeting as a part of the permanent record of East Carolina University.

Following Mr. Plybon’s reading of the proposed resolution, Mr. Davenport asked for a second on the resolution. Mr. Robbins seconded. Mr. Davenport called on Ms. Megan Ayers for the roll call vote.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

PRESENTATION OF THE ORDER OF THE LONG LEAF PINE

Mr. Davenport presented Dr. Mitchelson with the Order of the Long Leaf Pine.

The Order of the Long Leaf Pine is awarded to North Carolinians who have made significant contributions to the state and their communities through their exemplary service and exceptional accomplishments.

CAMPUS REPORTS

REPORT FROM THE CHANCELLOR

Mr. Davenport called on Chancellor Philip Rogers to provide an update to the board. A full text version of Chancellor Rogers’ remarks is listed as “Attachment A.”

REPORT FROM THE STUDENT BODY

Mr. Davenport called on Mr. Tucker Robbins, President of the Student Government Association, to provide an update to the board. A full text version of Mr. Robbins' remarks is listed as "Attachment B."

REPORT FROM THE FACULTY

Mr. Davenport called on Dr. Puri Martinez, Chair of the Faculty Senate, to provide an update to the board. A full text version of Dr. Martinez' remarks is listed as "Attachment C."

REPORT FROM THE STAFF

Mr. Davenport called on Mr. Todd Inman, Chair of the Staff Senate, to provide an update to the board. A full text version of Mr. Inman's remarks is listed as "Attachment D."

REPORT FROM THE BOARD OF VISITORS

Mr. Davenport called on Linda Hofler, Chair of the Board of Visitors, to provide an update to the board. A full text version of Ms. Hofler's remarks is listed as "Attachment E."

RECOMMENDATIONS FROM COMMITTEES

Board of Trustee committees met Thursday, April 22, 2021. Reports were not read during the meeting but have been entered into the minutes as part of the official record. Committee reports are listed as "Attachment F."

UNIVERSITY AFFAIRS COMMITTEE

Mr. Davenport called on Mr. Robbins to present a motion approving the conferral of degrees on behalf of the University Affairs committee.

Mr. Robbins moved that the candidates for degrees, as approved by the Chancellor and the Faculty Senate, be authorized for conferral at the annual Spring Commencement on Friday, May 7, 2021. Mr. Segrave seconded the motion. Mr. Davenport called on Ms. Ayers for the roll call vote. The motion carried.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

Mr. Davenport called on Ms. Fanning to present a motion regarding Faculty Senate Resolution Revisions. Ms. Fanning moved that the revisions to the Faculty Manual proposed in Faculty Senate Resolutions #19-69 and #19-70 be approved as presented in board materials. Mr. Robbins seconded the motion. Mr. Davenport called on Ms. Ayers for the roll call vote. The motion carried. This item is listed as "Attachment G."

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

ATHLETICS & ADVANCEMENT COMMITTEE

Mr. Davenport called on Mr. Fielding Miller to present motions on behalf of the Athletics & Advancement Committee.

Mr. Miller moved that the Board of Visitors nominees for reappointment and new member appointments be approved as presented in board materials. In addition, Mr. Miller moved that the officer recommendations from the Board of Visitors be approved as follows:

- Chair: Wanda Montano
- Vice Chair: Alisa Chapman
- Secretary: Preston Mitchell
-

Mr. Isley seconded the motion. Mr. Davenport called on Ms. Ayers for the roll call vote.

The motion carried. This item is listed as "Attachment H."

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

FINANCE & FACILITIES COMMITTEE

Mr. Davenport called on Mr. Bob Plybon to present two motions on behalf of the Finance & Facilities committee.

Mr. Plybon moved that the board approve the site and exterior elevation for the multi-sport strength center as presented in board materials. Mr. Robbins seconded the motion. Mr. Davenport called on Ms. Ayers for the roll call vote. The motion carried. This item is listed as "Attachment I."

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

Mr. Plybon moved that the board approve the lease agreement for approximately 110,000 square feet of office and warehouse space located at 220 Industrial Blvd. from Elliott Sidewalk LLC as presented in board materials. Mr. Segrave seconded the motion. Mr. Davenport called on Ms. Ayers for the roll call vote. The motion carried. This item is listed as "Attachment J."

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

EXECUTIVE SESSION

Mr. Smith motioned for the board to move into Executive Session to prevent the disclosure of confidential information under N.C. General Statutes §126-22 to §126-30 (personnel information) and the federal Family Educational Rights and Privacy Act; and to consider the qualifications, competence, performance, character, fitness, or appointment of prospective and/or current employees and/or to hear or investigate a complaint or grievance by or against one or more employees; and to consult with an attorney to preserve the attorney-client privilege between the attorney and the Committee. The motion was seconded. Mr. Davenport called on Ms. Ayers for the roll call vote. The motion carried.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

RETURN TO OPEN SESSION

Upon the return to open session, the board had items for consideration from committee recommendations.

ACTIONS FROM EXECUTIVE SESSION

Mr. Davenport called on Ms. Fanning to present the Academic Affairs tenure items.

Ms. Fanning moved that the board approve the conferral of tenure for those candidates presented in board materials. Mr. Robbins seconded the motion. Mr. Davenport called on Ms. Ayers for the roll call vote. The motion carried. This item is listed as "Attachment K."

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY

Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

Mr. Davenport called on Mr. Furr to present the Health Sciences tenure items.

Mr. Furr moved that the board approve the conferral of tenure for those candidates presented in board materials. Mr. Robbins seconded the motion. Mr. Davenport called on Ms. Ayers for the roll call vote. The motion carried. This item is listed as "Attachment L."

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

UNFINISHED BUSINESS

Mr. Davenport shared a report from the UNC Board of Governors Governance committee that met on April 22, 2021.

The Board of Governors voted to approve reappointments and new member appointments to the ECU Board of Trustees.

Reappointment included Mr. Jason Poole and Mr. Fielding Miller.

New appointment included Ms. Cassandra Burt and Mr. Dave Fussell.

NEW BUSINESS

In his last act as Chair of the Board of Trustees, Mr. Davenport appointed a nominating committee to vet and propose a slate of nominees to fill board leadership positions for the upcoming academic year.

Mr. Van Isley will chair the committee and Ms. Leigh Fanning and Mr. Tom Furr will also serve on the committee. The board will vote on new leadership at the July Board of Trustees meeting.

RECOGNITION OF OUTGOING MEMBERS

Mr. Davenport called on Mr. Scott Shook to present a resolution honoring Mr. Bob Plybon for his years of service to the Board of Trustees.

A RESOLUTION HONORING BOB PLYBON

WHEREAS, Bob Plybon served East Carolina University with excellence, dedication and distinction as a member of the Board of Trustees since 2013; and

WHEREAS, Trustee Plybon brought a trusted, steadfast and thoughtful perspective to the board; and

WHEREAS, Trustee Plybon possesses an entrepreneurial expertise and used that knowledge in his role as chairman of the Finance and Facilities Committee since 2019; and

WHEREAS, Trustee Plybon, along with his wife Mary, championed access and affordability by supporting students through scholarships, including, but not limited to, Access Scholarships, an Endowed EC Scholars Award and a scholarship within the College of Business.

NOW THEREFORE BE IT RESOLVED, East Carolina University and the Board of Trustees expresses its deepest gratitude for the outstanding contributions made by Mr. Bob Plybon during his eight years of service as a Trustee to East Carolina University; and

NOW THEREFORE BE IT FURTHER RESOLVED, that this resolution be entered into the minutes of the April 23, 2021 board meeting as a part of the permanent record of East Carolina University.

Following Mr. Shook's reading of the proposed resolution, Mr. Davenport asked for a second on the resolution. Mr. Isley seconded the motion. Mr. Davenport called on Ms. Ayers for the roll call vote. The motion carried.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

Mr. Davenport called on Mr. Jason Poole to present a resolution honoring Mr. Max Joyner for his years of service to the Board of Trustees.

A RESOLUTION HONORING MAX R. JOYNER, JR.

WHEREAS, Max R. Joyner, Jr. served East Carolina University with excellence, dedication, and distinction as a member of the Board of Trustees since 2013; and

WHEREAS, as a lifelong Greenville resident, Trustee Joyner exhibited a strong commitment to serve his City, his State and East Carolina University; and

WHEREAS, Trustee Joyner brought to the Board a unique and uninhibited passion for championing student issues, specifically those related to the Greek community.

WHEREAS, by serving as a Trustee he carried on the legacy set by his father, Max Ray Joyner, Sr.

WHEREAS, Trustee Joyner and his family continues to demonstrate their generosity through philanthropic means, including but not limited to gifts to ECU Athletics and the ECU Foundation.

NOW THEREFORE BE IT RESOLVED, East Carolina University and the Board of Trustees expresses its deepest gratitude for the outstanding contributions made by Mr. Max Joyner, Jr. during his eight years of service as a Trustee to East Carolina University; and

NOW THEREFORE BE IT FURTHER RESOLVED, that this resolution be entered into the minutes of the April 23, 2021 board meeting as a part of the permanent record of East Carolina University.

Following Mr. Poole’s reading of the proposed resolution, Mr. Davenport asked for a second on the resolution. Mr. Segraves seconded the motion. Mr. Davenport called on Ms. Ayers for the roll call vote. The motion carried.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	Abstain
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

Mr. Fielding Miller offered a resolution to the board for consideration honoring Mr. Vern Davenport for his service and leadership to East Carolina University and the Board of Trustees.

A RESOLUTION HONORING VERN DAVENPORT

WHEREAS, Vern Davenport served East Carolina University with excellence, dedication and distinction as a member of the Board of Trustees since 2013 and as chair since 2019; and

WHEREAS, as a native Eastern North Carolinian, a two-time alum of ECU in the Class of 1980 and 1981 and a 3 time Athletics letterwinner, Chairman Davenport exhibited a strong commitment to serve his State and his Alma Mater; and

WHEREAS, as a Trustee, Mr. Davenport brought to the board the art of compromise, negotiation, and thoughtful counsel; and

WHEREAS, during his tenure, Chairman Davenport championed medical education and rural health care initiatives that align with ECU’s mission to transform our region and our state; and

WHEREAS, Chairman Davenport distinguished himself as a leader by serving as chair of the Chancellor Search Committee, yielding ECU’s 12th Chancellor, Dr. Philip Rogers; and

WHEREAS, Chairman Davenport has demonstrated his generosity and philanthropic spirit by supporting countless institutional initiatives, including, but not limited to ECU Athletics, Health Sciences and the College of Business.

NOW THEREFORE BE IT RESOLVED, East Carolina University and the Board of Trustees expresses its deepest gratitude for the outstanding contributions made by Mr. Vern Davenport during his eight years of service as a Trustee to East Carolina University; and

NOW THEREFORE BE IT FURTHER RESOLVED, that this resolution be entered into the minutes of the April 23, 2021 board meeting as a part of the permanent record of East Carolina University.

Following Mr. Miller's reading of the proposed resolution, he asked for a second. Mr. Robbins seconded the motion. Mr. Miller called on Ms. Ayers for the roll call vote. The motion carried.

ROLL CALL VOTE	Y/N
Vern Davenport	Abstain
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

ADJOURNMENT

Hearing no further business to come before the board, Mr. Davenport adjourned the meeting.

Respectfully Submitted,

Megan Ayers
Assistant Secretary to the Board of Trustees

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PGR – Board Remarks – April 23, 2021

- Thank you, Mr. Chairman, I appreciate the warm welcome back to East Carolina University. It's been an exciting journey for my family and me over the last year as we've felt this intense calling to pursue this service opportunity to return home to Greenville and ECU.
- I want to extend my thanks to the university community once again and I want to say publicly that I'm grateful to this Board for your overwhelming support of me during this transition and your unwavering commitment to this university. Most importantly, though, I want to thank you in advance for faithfully fulfilling your role as thoughtful advisors, counselors, and co-collaborators as we begin on a new road together to advance this university and its mission into the future.
- One of themes I emphasized over and over again during the search process was that the role of chancellor or president requires one to be many things to many people – it's a 10 hour a day job and requires you to do 10 different jobs in the course of that one day – convener, fundraiser, health care champion, student supporter and the list goes on – as I've said before, the only item not in the job description was the ability to walk on water – and I'm working on that....
- But in my remarks today, I want to take on the role of Chief Advocate, Chief Champion of this university. Today, I will focus on 5 “wins” or “successes” from the last few months that embody the spirit of why I chose to return to this place and join you in leading its bright future.
 1. **Our People:** The people of eastern NC and ECU are special. They're why we've endured for more than 114 years and they're why we're the strong, mature, forward-thinking institution that we are today. I've made engaging with our people a top priority in my first 30 days and it's been inspiring to hear their stories and their hopes for this university.
 - Since Dec 17 I've engaged in meetings, calls, presentations, or briefings with literally hundreds of individuals and groups to build relationships and discuss the future together.
 - Multiple meetings with my shared governance colleagues in the Faculty Senate, including Professor Martinez, who I've very much enjoyed getting to know as we develop shared goals together for the future. Todd Inman and the staff senate, who now know that I can throw a pretty solid fastball for a strike over homeplate with the best of them. Tucker Robbins who has become a close ally and advisor on student related issues; and of course nearly every university board, foundation, and advocacy group in the university ecosystem. State legislators, local leaders, national leaders, and the list goes on. All of these people are friends and advocates of this university and I will continue to lead with that listening ear as we develop our collective vision together.
 - In order to do just that, I'm announcing today my plans to launch a listening tour titled The Pirate Perspectives. I plan to spend the next few months engaging directly with an even broader range of constituents to begin to hear their perspectives and ultimately to drive action. Some of these opportunities will be in structured settings, and others will be a bit more informal. I actually had a few pre-Pirate Perspectives sessions late last week with both the Black Staff and Black Faculty organizations. I appreciated their time and definitely look forward to hearing more from Pirate Nation about their perspectives on the direction of our institution. You'll be hearing much more about that in the coming weeks.

2. **Leadership Searches and National Networks:** I'm pleased to share with you today 2 leadership searches that are or will soon be underway here at ECU.
 - The first is a search that launched earlier this week for a Director of External Relations position (a position that I once held in my first stint at ECU). This role will be critical for our efforts to develop strong ties and relationships with our friends in the state and federal government – as well as other external partners to help guide our mission. We've received an impressive array of interest thus far, so stay tuned as we narrow in on top candidates and make an announcement in the coming weeks.
 - The second is related to our plans to solidify the many interim roles on our senior leadership team. We began that work in earnest at the last Board meeting with the appointment of Chris Locklear at chief of staff (a role that has been vital to my transition and onboarding in recent months) – and very soon this spring we'll launch a national search for the role of Senior Vice Chancellor and Provost at ECU. We'll look forward to engaging a cross section of the campus, include strong representation from our faculty, to explore the expectations and needs for the appointment of a permanent Provost – which in my mind is the top priority for leadership searches in these early days.
 - Finally, I'm proud to share that we're already starting to leverage my national network and relationships to bring new voices and expert thought leaders to ECU. Several weeks ago, Terry Hartle, higher education's top national government affairs official, joined us on campus to advise our University Council (70 leaders) on the latest federal policy issues including providing guidance on the most recent fed stimulus funds and strategies for allocating those \$ on our campus. I'm also grateful that beginning next week we'll be tapping the expertise of Rick Staisloff, who is the national leader in advising colleges and universities on strategic higher education finance issues. He'll be partnering with Stephanie Coleman, our senior leadership team, and me as we prepare for a new budget year and especially as we turn the corner and move into a post-pandemic landscape.
3. **First-Gen-Forward:** ECU was recognized last week for its commitment to the success of first-generation students and has been selected as a First-gen Forward institution by the [Center for First-generation Student Success](#). ECU is one of 58 institutions named to the nation's first recognition program acknowledging higher education institutions for their commitment to first-generation student success. This is a big deal folks – NASPA.
4. **State and National Recognitions:** ECU engineering major Elliot Paul has been named a 2021 Goldwater Scholar, the most prestigious national undergraduate scholarship in the natural sciences, mathematics and engineering – right here at ECU. More than 1,200 students from 438 academic institutions were nominated for the Goldwater Scholarship this year. Of the 410 scholarships awarded for the 2021-22 academic year, only 68 were in engineering. Students receive scholarship support equal to the cost of tuition, mandatory fees, books and room and board, up to \$7,500. I'm also proud to share that Dr. Ricky Castles, associate professor of engineering in the ECU [College of Engineering and Technology](#) (CET), was named this year's recipient of the UNC Board of Governors Excellence in Teaching Award. His most recent work was supported by a [\\$4 million grant](#) from the National Science Foundation to support low-income students pursuing undergraduate engineering degrees. Castles is the lead principal

investigator on the grant, which provides scholarships of up to \$10,000 for students with demonstrated financial need. All proud moments in the life of ECU and much needed wins as we close out a challenging academic year – and a big year for our Engineering Program.

5. Fall Planning and Enrollment:

- As I conclude my “points of pride” this morning, I cannot leave out the announcement we made during my first week on the job that we intend to launch a fall semester with normal campus operations. This means face to face classes, it means normal dining services, and it means full occupancy dorms. As many of you know, to help us reach our goals, I’ve formed a planning team (including leaders from nearly every campus unit) to focus on the operational aspects associated with increasing the density on campus and hopefully getting closer to the normal in-person experiences.
- This is a big deal folks after a year unlike anything we’ve faced. Now is the time to remind your constituencies and every admitted student you know that now is the time to secure their spot at East Carolina University – b/c we will be open for business and Fall 2021 will look much more like Fall 2019.
- I’m also thrilled we’ll be staying the course to host 3 in-person ceremonies in DFS on May 7 – 9:00 & 1:00 for undergraduates and a 5:00 ceremony for graduate and professional degrees. This is a big deal b/c we’ve had to look students in the eyes for our recent graduation events and tell them that we were going virtual for one of the most important days of their lives – not this time. Happy to have UNC System President Peter Hans as our commencement speaker for the undergraduate ceremonies and of course our friend (Citizen of the Year) Ron Mitchelson as the speaker for the graduate ceremony. And let me tell you, the student participation is anticipated to be extremely robust with over 4,000 graduates expected to attend one of the ceremonies– so wish us luck and keep your fingers cross for good weather.

I’d like to conclude by thanking the Board and the University Community for your commitment to going on a journey together to advance our mission of student success, public service, and regional transformation. To thrive in this space, we will need to continue to double down on that mission, we’ll need to prepare ourselves for the next wave of the future, and we’ll need to leverage the best innovative practices in the field to help us get there. Thank you, Mr. Chairman. Back to you.

Trustee Report – SGA President
April 23, 2021

Fellow Trustees and Administration,

What a year it has been! You would've thought I could've picked them better than this one, but nevertheless, I'm grateful for the opportunity to serve. With this being my last regular board meeting, I felt it only appropriate to reflect on my term as SGA President, as well as a board member. This experience has been the "capstone" to my collegiate career to say the least. The people I've met, the relationships I've built, the situations we've overcome, but most importantly – the students of this university are beyond description and I cannot thank everyone enough in this room and beyond for entrusting me to lead our student body during such a challenging year.

When I think back to February of last year, we had just completed the campaign trail. Quickly after, spring break was extended by another week due to some pandemic that was still hard to understand at the time. Going into this role in a completely virtual environment with little to no transition period, I knew we had our work cut out for us. At that time, my administration was only focused on our students most basic needs as they were displaced from their living arrangements, lost university jobs, faced mental health crises, and maybe even loss food and utility security. During this time, my administration was all ears and emphasized effective communication to key stakeholders who needed to hear the student needs. I'm thankful for the university's response to such a unique environment as students continued their education in such uncharted territory. As some of those needs became satisfied, my administration was able to dig into some of our platform initiatives. As I reflect over the past year, these are the moments that stood out for me and I wanted to share:

- We helped alleviate the counseling center with funding for their afterhours crisis hotline service for students in need of counseling services in "after hours" situations.
- Successfully piloted and launched our "BetterYou" health and wellness platform for up to 800 students who wanted to take advantage of that opportunity.
- Established a Police Liaison with the Greenville Police Department to enhance our relationship amongst students and the police department.
- Advocated and successfully kept the costs of on campus housing down for the spring 2021 semester when moving to single occupancy dorms.
- Improved our community relations with local leaders in the Greenville community through community outreach and our local and state affair's town hall with Mayor Connelly, City Councilman Will Bell, Representative Brian Farkas, and Senator Don Davis.
- Successfully finalized a pitch to key stakeholders in administration for the many benefits that a rideshare program, such as Lyft can bring to this dynamic campus community and our transit system.
- Successfully coordinated a working team for a Blood drive competition between ECU and N.C. State that is scheduled on both campuses for this September.

- Successfully established of a concurrent legislation model for the Association of Student Governments. ECU is the first school in the UNC system to establish this effort. This effort makes the impact and reach of ASG exponentially further.
- Met with North Carolina legislators to advocate for expansion to student emergency funds, Financial Aid, as well as the proposed budget for our Brody School of Medicine.
- Successfully advocated for a pass/fail grading accommodation at the undergraduate AND graduate level for the spring academic semester as well as in person commencement.
- Received approval of a twenty-year memorial statue for the tragic attacks of 9/11 to be placed on our campus. This is completely student funded and student led as we believe we should bring a sense of patriotism and unity to our campus. I look forward to seeing this project move forward remembering such a pivotal time in our country's history.

I'm deeply indebted to my driven leadership team, and of course every one of you for supporting the student voice every step of the way.

As I look forward, there's a lot of excitement sparking in our students. I make an intentional effort to walk or drive through campus once a day. These past weeks have been incredible to see graduates taking pictures with friends and family on our beautiful campus, watching pick up football games on the mall, seeing fans in Clark LeClair, welcoming Dr. Philip Rogers as the 12th Chancellor, and one of the days that I look forward to the most is May 7th in Dowdy Ficklen. I encourage this board to make an intentional effort to be in attendance to celebrate one of the most historical classes of East Carolina University history.

I also look forward to the future of Student Government. Listening in today is Mr. Chandler Ward who is the newly elected Student Body President. Mr. Ward is a proven leader in the Greenville community, as well as the Greek Life community. As he was sworn in on April 11th, he has made an intentional effort to understand the role, the students, and structure his leadership team that will best serve this board as well as the functionality of student government. I am more than confident in passing the torch to Mr. Ward and I hope you all will join me in support of him and his team.

While there's a lot of excitement flourishing, I would feel remorse if I left without bringing forward the latest concern from our students. I also wouldn't be doing my job if I didn't bring this up on behalf of these concerned students. On Monday of this week, I was informed of a petition that was circulating amongst the student community. The context lays out some serious concerns regarding our Office of Student Rights and Responsibilities and their procedures. While I have never had an interaction with OSRR personally, I do know that there is some lack of transparency in their mission and procedures to students. The petition and signatures aren't as important as what is beyond the surface of the concerns. I'd like to see some of these concerns addressed, or at least taken into consideration when reevaluation takes place. I took this role with the sole purpose of being the student voice and that is what I am doing by bringing this to your attention.

In closing, Pirate Nation will always have a special place in my heart and I hope to stay connected with all of you in the years to come. Once again, I thank each and every one of you and Go Pirates!

Faculty Senate Report
April 23, 2021

Dear Members of the Board of Trustees

Today marks the end of our journey together for Academic year 2020-2021. Before moving on to other things, the faculty would like to express our appreciation for the stewardship that Chair Davenport, and Trustees Plybon, Joyner and Robbins have provided. We are certain that Trustees Miller and Poole will continue to be outstanding advocates for ECU. We welcome Trustees Burt, Fussell and Ward. For the returning and new Pirates Trustees, I have only one thing to say, what an exciting time to be part of this Nation!

I would like to dedicate the next few minutes to reflect on this extraordinary year and perhaps, at the end, to expand on what I shared with you in July: ECU as our home. Let's begin with all the things that we need to celebrate.

From a faculty perspective, the most important achievement of the year has taken place during this meeting, because you approved candidates for Tenure and Promotion. It is impossible to emphasize what this means in the life of a faculty member. Years of sacrifice are recognized by this community. Every faculty member waits for the letter from you, the Board of Trustees, as if it were a love letter (como agua de mayo— as if they were May rains, we would say in Spain, despite the fact that your decision always happens in April). Every faculty member knows the date of their letter. When you graduate from college you celebrate, when we get the Board of Trustees letter, we exhale. Contrary to many popular misperceptions of what it means, tenure is a beginning. It signifies that we are a mature professional ready to embark, wings spread, in the best part of our career. Because the institution has chosen us so very carefully, it also means that we are a good fit for its mission and its students. You, they say when they recommend you for tenure, know how to make a difference in our students. Both the candidate and ECU have invested time, resources and brain power in this selection process. That is why it is particularly troublesome to see one valued professor leave. When one leaves, thousands of dollars of past and future revenues leave as well. Hundreds of past and future students will miss their mentorship and expertise. In the past few years I have seen too many colleagues leave because salaries have not been competitive. To me, it was particularly

meaningful to see how President Hans, with the support of the Board of Governors and this Board, have put at the front of the legislative agenda the need for raises for faculty and staff.

Here in our own backyard we are beginning the process of writing our next chapter. The campus has welcomed Chancellor Rogers back home. We are all eager to work with him. The faculty, with primary responsibilities in curriculum, academic standards for students and professional standards for faculty, are part of his leadership team. We intend to exercise this leadership in a responsible and collegial manner. Just one month on the job, Dr. Rogers has already launched an ambitious initiative: the Chancellor's Commission on Diversity, Equity and Inclusion. As someone who is passionate, although not thoroughly well read on higher education's efforts to be society's steward on issues related to diversity and social justice, Chair Davenport and Dr. Rogers' words yesterday seemed to me a perfect mirror to the [AGB Board of Directors' Statement on Justice, Equity, and Inclusion and Guidance for Implementation](#). Let me briefly quote, you will see what I mean: "Governing boards have a moral, a fiduciary, and an educational responsibility to provide leadership on issues of justice, equity, and inclusion in higher education. The business and financial imperatives for these efforts are equally compelling" (9). I look forward to working shoulder to shoulder with all constituencies at ECU and the community to make our institution "an engine of fairness, opportunity, and justice" (3).

The Faculty Senate has carried out a very ambitious agenda around issues of Equity and Diversity this year. Dr. Rogers talked to you about a newly created Faculty Senate Committee on Diversity. The committee is just a small piece of the work we have done. We are in the process of a systematic review of the Faculty Manual to identify and address visible and real and invisible and implicit obstacles to promoting diversity and equity that our policies and procedures might have. In our March meeting, we approved a first set of revisions. This coming Tuesday we will present, and hopefully approve, a second set. In the Fall we expect to finish the third and final set. As Interim University Counsel Zigas mentioned yesterday, all changes to the Faculty Manual related to personnel matters come to this body for final approval. In our recommendations to the Chancellor and to you, you will see not only our attempt to recognize and support those among us who teach, research and work toward a more equitable society, but also our recognition that some of us, those who are non-tenure eligible (you might know them as fixed-

term faculty), because of the enormous contributions that they bring to ECU, deserve better working conditions, a clear path to professional advancement, and appropriate compensation for their achievements. As Trustees, you don't often see their names or their c.v.s, but they are almost 50% of the faculty, many of them women. They carry heavy teaching loads, and often teach large introductory courses. We must recognize that without their work we will not be able to fulfill our mission.

All these things make me proud to have been Chair of the Faculty this year. I like to think that in a small way I have contributed to our common achievements. But we have also experienced some failures this year. I have tried to bring them to your attention at every meeting, so I won't repeat them here. In his remarks during last night's reception Chancellor Rogers reminded us about the Fiscal Sustainability work that Interim Chancellor Mitchelson lead in 2014. I am a member of the 2021 Fiscal Sustainability committee, this time chaired by Vice Chancellor Van Scott. One of the working groups of the committee has interviewed over 36 past and current leaders at ECU, from Chancellor Ballard to Director of Athletics Gilbert. The message that we heard over and over again is the same: we don't communicate well, we don't share information, we tend to work in silos, we don't work as one ECU. When I reflect on the failures of this year, I see this lack of communication as the root. The good news is that we can fix all this. Chancellor Rogers has named our way out of this problem: "adaptive leadership." I admit I had not heard of this term before. When I read about it, I became a bit scared at first: we must embrace uncertainty and search for new approaches. But then, I realized that it is the only way forward for us at this particular juncture: all of us will be involved, all points of view will be considered, we will self-correct when needed. Finally, a way to stop once and for all a sentence that I sincerely hate: "at ECU we have always done it this way."

In my remarks to you in July, I put particular emphasis on telling you what ECU means to me. I often hear that the general public view faculty as spoiled overpaid and underworked selfish brats, worried about their own careers and oblivious to the real world. It was important to me to let you know that nothing could be further from the truth with regards to my colleagues and I. I wanted to show you something. In return, you have taught me something very valuable. You the Board of Trustees are not ruthless business people who only care about the money. I learned that this is your home too. Since this is our home, and we can see now a

stable path forward, let's make sure that we keep the lessons we learned in this challenging year, together we are stronger. As my mother will say, uno no tira piedras a su propio tejado, you don't throw stones at your own roof.

Staff Senate / BOT Talking Points (April 23, 2021)

- -5th year of Ballard's Annual Lessons in Leadership
 - -197 attendees (over 100 views after the event)
 - Want to thank chancellor Rogers, Dr. Ballard, Ron Mitchelson

- HR Committee
 - Recognized (8) Staff Emeritus recipients

- Membership Committee – full representation from all divisions starting our new term in June
 - Thanks to assistance from Vice Chancellors

- Scholarships
 - Children of SHRA – (2) \$2,300 each
 - Gail Jordan Memorial – (2) \$1,500 each
 - **TOTAL \$7,600**

- Staff Appreciation Week
 - Monday – Staff virtual backgrounds
 - Tuesday / Thursday
 - Handed out 500 goodie bags for staff
 - Both days they were picked up and gone in 20-25 minutes
 - Wednesday – Pirate Perks for staff
 - Library book check out
 - Legal / Financial and other assistance through ComPsych
 - Discounts through Campus Rec
 - Tuition waiver
 - Discounts through the community using ONECARD
 - TODAY @ 11:00 – Inaugural Outstanding Staff Award
 - Spotighting one staff member from each division
 - Thank EVERY Vice chancellor and Chancellor Rogers

- Diversity Committee
 - Roundtable Discussions (Great turn out for both)
 - March - Working with Different Generations in the Workplace
 - April - Being LGBTQ+ in the Professional Workforce

- Staff Senate approved a letter of support for the UNC System Racial Equity Task Force Recommendations
 - Sent out to Faculty Chair, SGA president, and OED asking for support before sending it to UNC System President Peter Hans

- After listening to Chancellor Rogers during yesterday's Athletics and Advancement Committee meeting, I am excited to see how his plan of strong action items will start to flourish with the beginning of the Chancellors Commission of Inclusion. Hearing the Collaborative Campus and Community Wide initiative of gathering a complete historical analysis of the university, seeing the current reality and the vision for the future made me realize this is something he will strive to accomplish completely. NOT forgetting to touch on every aspect so that equality and inclusion for all will start to come to light and soon everyone can feel as though our community of Eastern NC and the ECU family will BE the BEACON of light others can use as an example of greatness.

- Introducing Hector Molina incoming chair

BOV / BOT meeting- Chair Notes- 4-23-21

Thank you for your support in the role of Chair of the BOV for this past year. I am eternally grateful for the support of this board and your interactions with the BOV in this very different year. I would be remiss, if I did not start with a few expressions of gratitude

Thank you to Dr. Shirley Carraway and Wanda Montano for their service on the Executive Committee

They have tirelessly served you this past year.

Thank you to Megan Ayers, Kimrey Miko and Alton Daniels for their support of the BOV. In this year of Covid 19 and virtual meetings, their work to assure we have amazing meetings and great communication has been essential.

And a special Thank you to Dr. Ron Mitchelson and Vern Davenport for their leadership of ECU in these unprecedented times. They were the right leaders for this time in our history

I would like to take a few moments to recap the work of the BOV this past year. I find it helpful to connect our work to the expressly stated purpose of the BOV and

how it was designed to serve the BOT. In the BOV bylaws, there are 4 stated purposes.

1. We are charged with educating our membership
Over the course of the academic year 20-21- the BOV was armed with information from many ECU leaders. We were updated
The university response to Covid 19
The work to build out the millennial campus
The amazing work going on in the College of Health and Human performance and the college of Engineering and technology as well as the regional transformation work. With education comes an armed team of constituents who can advocate for ECU in their local communities.
Each presentation included the great work of our university on contribution to new knowledge through research
preparing students for success in the workforce and the exceptional work of university leadership to keep our campus and communities safe for staff, faculty and students.

2. Informing the BOT and Chancellor of attitudes concerns and expectations of university constituents.

Our members showed up each and every meeting with questioning attitudes and interest in how they can serve. They were armed for dialogue with university officials about matters of importance to their communities.

3. To energize and develop personal support and engagement in ECU
 - a. They support our Access Scholars with both money and time
 - b. And they shared their knowledge of ECU with local constituents.
4. To assist the BOT and Chancellor in special projects
 - a. Our biggest special project selection of a new chancellor- Dr. Phillip Rogers
 - b. They also actively participated in the survey related to the naming guidelines for ECU for the future

So what did we accomplish this year?

We implemented new bylaws

Dutch Holland and the nominating committee brought the new processes for nominations and the nominating committee to life

Our work with the Access Scholars took on new life with the leadership of Johana Faulconer and her committee, Henry Taylor and his team did a great review of how the University communicates with the BOV. A big shout out to the University communications and marketing team for their work this year in responding to requests from this group

Alicia Chapman and her team continued to support enrollment initiatives in a time when the world was experiencing a global pandemic.

And We gave voice in the process for selection of the new Chancellor for ECU.

Despite the challenges of Covid-19, everyone jumped in when and where ever they were needed.

As a new slate of officers, led by Wanda Montano takes on leadership roles the BOV is in great hands. If you know Wanda, you know that there is no one more passionate about ECU - she loves everything ECU- She has served in leadership positions with many groups across the ECU campus. She is the right person for this time to connect the BOV to the BOT, the new Chancellor and energize the BOV for what lies ahead.

Thank you for your support this past year. It has been a privilege to serve MY University as Chair of the BOV this past academic year.

**Advocacy AdHoc Committee Meeting
ECU Board of Trustees
April 22, 2021**

Chair Scott Shook read the conflict of interest statement. No conflicts were identified. Mr. Shook asked Megan Ayers, Assistant Secretary to the Board of Trustees, to call the roll. All members were present.

Scott Shook – present
Angela Moss – present
Leigh Fanning – present
Max Joyner Jr. – present
Vince Smith – present

The minutes from the February 11, 2021 meeting were reviewed and motioned for approval. The motion was seconded.

Shook – yes
Moss – yes
Fanning – yes
Joyner – no
Smith – yes

Michelle Brooks provided an update on the NC General Assembly to the committee. Angela Moss provided an update to the committee on the UNC Board of Governors. Max Joyner shared an update with the committee on ECU Board of Visitors. Scott Shook shared an update on the ECU Pirate Club. Angela Moss brought an update to the committee on the Medical and Health Sciences Foundation. Vince Smith shared an update with the committee on the ECU Alumni Association. Vince Smith shared an update with the committee on the ECU Foundation.

Hearing no further business to come before the board, Mr. Shook called for an adjournment.

**Minutes
Athletics & Advancement Committee
April 22, 2021**

The Athletics and Advancement Committee met on April 22, 2021.

The meeting was opened with the reading of the Conflict of Interest Statement.

A motion was made to approve the minutes from the February 2021 meeting. After a second and no discussion the minutes were approved.

Board of Visitors

Dr. Linda Hofler presented names for reappointment to the Class of 2025 and appointment to the Class of 2025.

A motion was made that the Board of Visitors nominees for reappointment and new member appointments be approved as presented in board materials. And, the following officers for 2021-22 be approved:

Chair, Wanda Montano
Vice Chair, Alisa Chapman
Secretary, Preston Mitchell.

Athletics

Mr. Jon Gilbert reviewed the metrics for Athletics. The Annual Fund is currently in the red but reminded the board that this is tied to season ticket sales. The season ticket deadline is May 3rd and he anticipates closing well. To date there are 7,500 season tickets sold and anticipates 14,000 or above in sales this year.

Fundraising (excluding Annual Fund) is in the green primarily due to the We Believe campaign.

Athletic revenue compared to budget remains in the red and will for the remainder of the year due to capacity regulations. Athletic staff have been diligent this year with efficiencies.

He reported that the recruiting dead period opens June 1 and official visits will resume.

Mr. Gilbert discussed the impact on recruiting with the transfer portal. He said coaches will still recruit to build a program, develop players, and not field a team. Currently the number of men in the basketball portal is 1,389, football has 1,400, and women's basketball 900.

Mr. Gilbert shared that the name, image, and likeness legislation is anticipated to pass in August. There will be copyright restrictions in place to protect the university. He also shared that the Supreme Court heard the NCAA v. Alston case regarding amateurism on March 31.

This Saturday will be the last of the 15 football spring practices. It will be an open practice.

ECU did submit a bid to host baseball regionals and/or super regionals. Notification should come on May 10th.

ECU will be hosting the NCAA Women's soccer tournament on April 28. This tournament will bring 9 teams to Greenville which should have a positive economic impact on the city.

Advancement

Mr. Chris Dyba reported that east campus fundraising is in the green at over \$26M and that the goal for this year, \$20M, has already been met.

He reported a trend in less donors giving more money. To work on keeping donors more engaged Advancement is transitioning from student callers to more relationship building and have hired two more gift officers. Social media will be a tool to “track” donors as to allow for engagement not only based on their degree but also their behavior/interests.

He reported the success of Pirate Nation Gives stating that over \$6M was raised with double the number of donors as last year and triple the number of new donors. He attributes a lot of the success to Chancellor Rogers’ first week falling in line with Pirate Nation Gives.

West campus is halfway to their goal. They will stay focused to hit their goal.

Fundraising numbers have been good this year and much of that is attributed to Planned Giving which supports the concept of relationship building. He shared an example of a gift that spanned 35 years and was anticipated at \$1M which resulted in \$5M. Mr. Dyba hopes to bring forth another large naming opportunity at our July meeting.

Dr. Rogers has been engaging with our constituents virtually with two completed town halls and one more next week. Mr. Dyba said he is eager to get our Chief Relationship Officer (Dr. Rogers) face to face with our loyal donors.

Naming

Mr. Vern Davenport thanked the Naming Standards Writing Group for their work. He gave a brief Heritage Hall update reminding the board that there is a virtual version of Heritage Hall and a potential future physical space, the Dail House. Upgrades are needed and coordination with the city must take place. At this time the Ad hoc naming committee will be put on hold while a more substantive and comprehensive strategy is developed.

Chancellor Rogers stated that he wants us to evolve into a stronger, healthier, future-focused university and to become a more equity-minded campus. He stated this will be hard work and will require a campus-wide/community-wide dialogue. In the coming weeks, Chancellor Rogers will formulate a plan to launch a Chancellor’s Commission on Diversity, Equity and Inclusion to have an adaptive and comprehensive conversation about these issues. He mentioned three action items necessary to move forward:

1. Complete a historical analysis
2. Assess our current reality
3. Set vision for future based on findings of 1 and 2

With no further business the meeting concluded.

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Respectfully submitted,

Maha Z. Banning
University Advancement



Report of the Audit, Risk Management, Compliance, and Ethics Committee for April 22, 2021

Operational Metrics Review

The committee reviewed the operational metrics related to Internal Audit, Healthcare Compliance, Research Compliance, and Athletics Compliance. For the year to date, Internal Audit is ahead of schedule on audit plan completion and exceeding the metric for the auditor productivity rate. As of April 1, 2021, management had completed or made satisfactory progress on 100% of the audit recommendations that Internal Audit followed up on during July and August.

Athletics Compliance and Healthcare Compliance are exceeding their metrics for the number of compliance education sessions. The NCAA and federal healthcare regulations have been very fluid due to the pandemic and this has resulted in a greater need for monitoring and education by those respective compliance offices. Healthcare compliance is also exceeding the metric for the number of provider documentation reviews that have been completed. For the year to date, healthcare providers have a 91.8% pass rate, exceeding the 90% benchmark.

Action Items

The committee had no action items at this meeting.

Informational Items

Enterprise Risk Management – Ms. Stephanie Coleman

Ms. Coleman presented the University’s top enterprise risks matrix, which included the responsible senior management official for each risk. The matrix included communications and steps that have been taken on each risk. Ms. Coleman also shared the results of a recent ERM Committee exercise to review the University’s response to the COVID-19 pandemic and the emerging risks that the pandemic brought to light.

Athletics Compliance – Ms. Alex Keddie

Ms. Keddie provided a briefing on Athletics Compliance requirements. She addressed the concept of institutional control and the responsibilities of the Chancellor, Athletic Director, and Head Coaches. She also shared the annual attestation process that all ECU Athletics personnel are required to adhere to. She also shared information on the NCAA’s model of self-reporting possible violations.

Office of Internal Audit – Mr. Wayne Poole

Mr. Poole shared the results of the recent external assessment of ECU’s Office of Internal Audit. This independent assessment is required by IIA Standards and by North Carolina statute. The external assessment team concluded that ECU does conform with the professional standards and awarded ECU the highest possible rating. The report included several notable best practices that are in place in ECU’s Internal Audit shop and included some recommendations for continued growth.

Mr. Poole also briefed the committee on recently completed internal audits.

Other Business

University Counsel Mr. Paul Zigas briefed the committee on a potential contract that will require Board of Trustees approval if it comes to fruition. Mr. Zigas explained the requirements of the state and the UNC System and the Board’s role in the process. The proposed contract will be presented to the Audit Committee when it is ready for review and approval.

Mr. Chairman, that concludes my report.

**Finance and Facilities Committee Report
ECU Board of Trustees
April 22, 2021**

The Finance and Facilities committee met on April 22, 2021 in concert with the regular scheduled ECU Board of Trustees meeting. Members in attendance were: Chair Bob Plybon, Vice-Chair Jason Poole, Van Isley, Max Joyner Jr., and Angela Moss.

Mr. Plybon called the meeting to order and asked for a motion to approve the February 11, 2021 committee meeting minutes. Mr. Poole moved to approve the minutes. Mr. Joyner seconded the minutes. A roll call vote was required.

Plybon – YES
Poole – YES
Isley – YES
Joyner – YES
Moss – YES

The motion passed.

Mr. Plybon called on Stephanie Coleman, Interim Vice Chancellor for Administration and Finance to review operational metrics.

Mr. Plybon called on ECU Police Chief Jon Barnwell and Bill Koch, Association Vice Chancellor of Campus Safety & Auxiliaries for to present the Annual Safety and Security report for calendar year 2020. With the pivot to online classes in 2020, ECU had an empty campus which required the police department to concentrate on protection of assets, maintain building lockdown and checks, and assist various health related university offices. The department also assisted Greenville Police Department in patrolling neighborhoods surrounding campus. Information on the traffic safety taskforce and crime trends from Greenville Police Department and ECU Police Department, and drug and alcohol law violations were also presented. From selected crimes on Clery Geography, reported to CSAs between 2016 and 2020 the average number of cases reported to ECU were: 18 rapes, 6 fondling, less than 1 domestic violence, 10 dating violence and 13 stalking. Mr. Joyner raised concerns about the crime statistics with the student population over the past year. He asked that students be treated fairly and equally with other citizens of Greenville.

The ECU Police Department is also proud to report they have received Dual Accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA) and the International Association for Campus Law Enforcement Administrators (IACLEA). The department also converted to the new CALEA manual, 6th edition. This was their 5th reaccreditation.

Bill Koch provided an update on Emergency Management. The EH&S Emergency Manager compiles COVID-19 data from Student Health and Prospective Health to provide daily data

report to UNC System Office and campus leadership. Data is also used to update the campus cases on the ECU Coronavirus dashboard located on the Return of Pirate Nation website. Environmental Health has been integral in other COVID coordination activities including interpretation of executive orders to determine impacts on Return to Pirate Nation guidance, collaboration with Student Health Services to stand up an on-site vaccination clinic and administration of virtual emergency operations program (VEOCI) used to document contact tracing, isolation/quarantine and other incident communication. Additionally, EH&S conducted a test of the ECU Alert emergency notification system in early March in conjunction with the statewide tornado drill during Severe Weather Awareness Week. The test assessed multiple communication systems including the ECU homepage, email, indoor and outdoor loudspeakers, VOIP phone text and voice, SMS text messages, desktop pop-up boxes, and messages on digital signs.

Mr. Plybon called on Bill Bagnell, Associate Vice Chancellor for Campus Operations to present the approval request for the site and exterior elevation for the athletics multi-sport strength center.

Mr. Poole moved the committee approve the site and exterior elevation for the multi-sport strength center as presented in board materials, and refer this item for full board consideration tomorrow. The motion was seconded by Mr. Joyner. A roll call vote followed:

Plybon – YES

Poole – YES

Isley – YES

Joyner – YES

Moss – YES

Mr. Plybon called on Stephanie Coleman to present the request to lease by acquisition 110,000 SF of office and warehouse space located at 220 Industrial Blvd. This lease will allow ECU to relocate the warehouses currently on the millennial campus being developed and historically renovated. The annual lease rate is \$275,000 excluding janitorial and utilities. Rent will increase by 2.5% annually and the lease term is for 10 years without renewal.

Mr. Poole moved the committee approve the lease agreement for approximately 110,000 square feet of office and warehouse space located at 220 Industrial Blvd. from Elliott Sidewalk LLC as presented in board materials and refer this item for full board consideration tomorrow.

Mr. Isley seconded the motion.

A roll call vote was required.

Plybon – YES

Poole – YES

Isley – YES

Joyner – YES

Moss – YES

Stephanie Coleman presented information to the committee on HEERF funding and no action was required. Next, Mrs. Coleman presented information to the committee on the refunding of 2014A bonds, followed by the comprehensive budget report, the report of approved EHRA employee salary adjustments, the annual HR compliance report for FY19-20, the annual HR related persons report for FY19-20, and the annual diversity and inclusion report for FY19-20.

Bill Bagnell presented the Campus Operations deferred maintenance update, designer selections since the February 2021 committee meeting, and he shared a capital projects update.

The capital projects update included a construction update on the Life Sciences and Biotechnology Center, Mendenhall Renovation Phase 1, Isley Innovation Hub construction, main campus steam plant fuel tank farm construction, Clement and White elevator modernization, Bate Building fire alarm system smoke and containment repairs, the multi sports strength training facility, and College Hill Drive steam replace.

Hearing no further business to come before the committee, Mr. Plybon adjourned the meeting.

**Health Sciences Committee
April 22, 2021**

- Minutes from the February 11, 2021 meeting were approved.
- Dr. Mark Stacy reviewed the Health Sciences Division metrics. ECU Physicians missed financial targets; however, overall volumes and gross charges continue to improve. The UPL payment, decreased by \$3M caused by lower Medicaid volumes in Mar – June '20. Outpatient volumes in clinics and surgical practices are recovering. ECU Physicians for cost control reduced expenses by \$5.9M. ECU Physicians Revenue Cycle functions continue to be very strong with revenue per generated wRVU improving year over year for the past 4 years. Patient experience is only slightly off target and can be attributed to changing processes, patient flow and staffing levels all resulting from COVID. Publications are on track to hit end of year targets however are not always predictable month to month due to the timing of a journal being published.
- Dr. Mark Stacy highlighted the National Match Day results, divisional rankings and progress on fall enrollment. This is the second year that Brody's Match Day was conducted as a drive-by event to continue with social distancing efforts. Demonstrating our commitment to the mission, 58% will be entering primary care residencies and 35% remaining in NC for residency. Dr. Stacy is proud of the advances made in the US News & World Report rankings this year in the Health Sciences Division as the CAHS, CON and BSOM are all represented in the top graduate programs. BSOM's applications were up by approximately 18%. The CAHS as well as the CON are extremely competitive with many more qualified applicants than available slots. The SoDM has 38% of their incoming class identified as under-represented minorities as student diversity is central to their mission of serving rural and underserved communities. Dr. Stacy compared COVID statistics and related activities today with those of April 2020. We are not past the pandemic, but progress has definitely been made.
- Dr. Robin Tutor, Director of the North Carolina Agromedicine Institute, updated the committee on the institute's work to promote the health and safety of farmers, fishermen, foresters, their workers and their families. This is accomplished through research, prevention & intervention, and education & outreach. In addition to their university partners, the Institute relies heavily on its collaborative partnerships with the agricultural community, other universities, businesses, health care organizations, governmental agencies, and non-governmental organizations who are dedicated to identifying and addressing health and safety risks of the agricultural community.
- Ms. Kelsey Booth, Doctor of Nursing Practice student, discussed her experiences as a student at ECU, including her work with agromedicine, her impetus for choosing ECU and her plans for the future.

ECU BOT Health Sciences Committee Action:

Action Items from closed session to be announced in open session:

Request - The Health Sciences Committee approve the following motion:

I move that:

**Health Sciences Committee
April 22, 2021**

- The board approve recommendations for promotion and permanent tenure for faculty members listed for the 2020-2021 academic year for the Health Sciences Division as presented in the board materials.

The motion passed unanimously.

University Affairs Meeting – Board of Trustees - April 22, 2021

- **Metrics**
 - **Academic Affairs – Grant Hayes**
 - Fall 2021 goals are trending well. April 1 was application deadline – we broke records for submitted and completed applications. We have 21,699 completed applications with still some more to be finished with supporting documents – this is a record by more than 2,000. We have held 15 of the 17 Admitted Students Days (last two are Friday). This has been a major collaborative experience by all divisions. Advising and orientation will be key programs to ensure we stay on target. Transfer applications are trending about 200 ahead of last year. Transfers tend to take action a bit later so our portal for transfers will stay open through June 28. PIER will open for May 14 and that is when incoming first year students can register. For graduate students admits, we are ahead of last year as well.
 - **Research – Mike Van Scott**
 - Research – sponsored programs is up (\$14.7 million) and some research awards are down (\$1 million), but that is not a concerning issue for ECU. He shared a month by month comparison for sponsored programs from 2013 to 2021 and the trends are very high and continue to push toward positive growth.
 - **Student Affairs – Virginia Hardy**
 - Housing – on track for housing contracts – April and May are high volume months for contracts. We actually have a lot of students that live on campus (about 500) are applying to return this fall.
 - Counseling visits for the spring are on target – there are some fluctuations during certain months, but not significant for concern. Many students are sharing that they like the teletherapy option, but others do not. We are diving into this and see what we should continue doing and how we should tweak it going ahead.
- **Action Items**
 - **CONFERRAL OF DEGREES - MOTION – Tucker Robbins made motion for conferral of degrees, seconded by Max Joyner – approved without dissent.**
 - **Faculty Senate Resolution Revisions #19-69 and #19-70**
 - These two resolutions have been reviewed by OUC and the Chancellor - **MOTION – Tucker Robbins made motion for conferral of degrees, seconded by Max Joyner – approved without dissent.**
- **Artificial Intelligence in the Admissions Process**
 - Chancellor Rogers introduced a topic regarding investing in digital technologies and we should utilize this to move our student success mission forward. Chat Bot, AI, and virtual tutors and teaching assistants are the type of topics that ECU needs to be involved in and seeing where we can be involved. We have already started using Chat Bots here at ECU.
 - Stephanie Whaley shared the latest ways ECU Admissions is using AI for our processes.

- AI is a computer program that automatically learns, improves and performs tasks in a way that resembles what we consider human intelligence. This gives us real time communication options 24/7 with those that have questions.
- ECU partnered with Admit Hub for this front-line support. When a question comes in, if the Chat Bot is certain of the answer it responds in two seconds. If not certain, it sends the message to a human and when the human responds the Chat Bot learns from the response and grows more intelligent.
- Stephanie shared some of the communications (two per month) that are sent to admitted students. The early communications discuss fun facts, trivia and traditions. ECU Admissions also uses nudges to align with deadlines like scholarships and FAFSA.
- More than 6,000 students initiated a message to PeeDee on their own and outside of the campaign pushes. These happen 24/7 and the Chat Bot is answering about 97% of the questions initiated by the student.
- Topics for the questions include Housing, FAFSA, Academics, Services, Financial Aid and Admissions. This feature allows us to better utilize human staff time too.

Summary of Revisions to Faculty Manual (Appellate Procedures)

Faculty Senate Resolutions #19-69, #19-70

ECU Faculty Manual, Part XII. Faculty Appellate Provisions, Section I. General Appellate Procedures and Reviews of Non-Reappointment, Non-Conferral of Tenure at the End of the Probationary Period, Discharge or Imposition of Serious Sanctions, and Termination Based on Institutional Considerations

ECU Faculty Manual, Part XII. Faculty Appellate Provisions, Section II. General Faculty Grievance Procedures and Appeals of Non-Conferral of Early Tenure

On July 1, 2019, the UNC System Board of Governors issued Regulations in UNC Policy 101.3.1.1[R] and 101.3.1.2[R] related to the review of Faculty Appeals Under Section 604 C and Section 603 of The Code. These revisions generally removed the faculty's ability to appeal matters to the UNC Board of Governors, imposed three defined grounds for appeal to the Board of Trustees (material procedural error, clearly erroneous, contrary to law or policy), and provided time limits for appeals.

At the same time, ECU Faculty Senate had undertaken a review of the Faculty Manual appellate procedures for review. Changes were held by Chancellor in February 2019, pending updates to the UNC Code. The Faculty Senate made recommendation to revise Part IX, Section I and Section II (appellate procedures) to conform with UNC Policy 101.3.1.1[R] and 101.3.1.2[R]. Those additional edits were made in Resolutions #19-69 and #19-70, and were approved at the October 2019 Faculty Senate meeting. The Chancellor has approved Resolutions #19-69 and #19-70, and the resolutions must be approved by the Board of Trustees.

These revisions to Part XII of the Faculty Manual include:

- 1. Includes statement on jurisdiction of BOG limited –it is completely discretionary in certain matters, as decided by BOG**
 - a. States: “It is the Board of Governors’ expectation that campus matters will be addressed appropriately at the constituent institution”
 - b. Include explanation that UNC Board of Governors retains sole discretion in extraordinary circumstances to undertake review of any matter “that has not first been brought to the attention of the designated institutional administrator, chancellor, or president for appropriate review and handling.”
- 2. In all Faculty Manual Part XII Sections, decision by BOT now final -- removal of process for appeals to Board of Governors, in compliance with revisions to UNC Code**
- 3. Part XII, Section I - Non-Reappointment or Non-Conferral of Tenure at the Completion of a Probationary Term Changes.**
 - a. Chancellors’ decision in matters with concurrence of committee is now final (if favorable to the faculty member)
 - i. States: “If the chancellor either declines to accept a committee recommendation that is favorable to the faculty member, or concurs in a committee recommendation that is unfavorable to the faculty member, the

faculty member may appeal the chancellor's decision by filing a written notice of appeal with the Board of Trustees."

- b. Appeal to ECU BOT (previously direct appeal to BOG to appeal the Chancellor's decision) within 14 calendar days after the faculty member's receipt of the chancellor's decision.
 - c. Requires that the faculty state basis for appeal to be reviewed on appeal (no longer open-ended appeals, and in compliance with UNC Policy):
 - i. (a) that the campus-based process for reviewing the decision was **materially flawed**, so as to raise questions about whether the faculty member's contentions were fairly and reliably considered;
 - ii. (b) that the result reached by the chancellor was **clearly erroneous**; or
 - iii. (c) that the decision was **contrary to controlling law or policy**.
 - d. The decision of the BOT is final and shall end the University's appeals process.
- 4. Part XII, Section I - Due Process Before Discharge or Imposition of Serious Sanctions Changes:**
- a. Requires members of Due Process Committee be full time, permanently tenured voting faculty (as per Part IX, Section IV) without administrative appointment
 - b. Requires that the faculty state basis for appeal to be reviewed on appeal (no longer open-ended appeal options and in compliance with UNC Policy):
 - i. (1) that the process for making the decision was **materially flawed**, so as to raise questions about whether the faculty member's contentions were fairly and reliably considered;
 - ii. (2) that the result reached by the chancellor was **clearly erroneous**; or
 - iii. (3) that the decision was **contrary to controlling law or policy**.
 - c. Requires appeal be served by certified mail, return receipt requested, or by another means that provides proof of delivery, within 14 calendar days after the chancellor's decision.
 - d. Decision of BOT on appeal is now final.
- 5. Part XII, Section II - General Faculty Grievances/Appeals of Non-conferral of Early Tenure**
- a. Representatives from the respective ranks of both the grievant and respondent are now to be included on the appeal panel
 - b. Decision of BOT on appeal is now final



MEMORANDUM

TO: ECU Board of Trustees

FROM: Linda Hofler
Chair, Board of Visitors

DATE: April 16, 2021

RE: Board of Visitors New Member Appointments & Officer Recommendations

On behalf of the ECU Board of Visitors Executive Committee and Nominating Committee, it is my pleasure to recommend the following nominees for reappointments and appointments. Nominations were solicited from members of the Board of Trustees, Board of Visitors and the Chancellor's Executive Council.

Recommended for reappointment to the Class of 2025:

Jennifer Congleton	Joshua Mauney
Johna Faulconer	Lee Mulkey
Duane Holder	Worth Paschal
Dutch Holland	Robin Peace

Recommended to appointment to the Class of 2025:

Daphne Brewington	AJ Malicdem	Vanessa Workman
Rachelle Chapman	Brad Osborne	
Nyki Hardy	Mark Pabst	
Wes Johnson	Keva Walton	

Recommended appointment to the Class of 2022:

Lewis Gale (to fill vacant seat of Philip Rogers)

Finally, in accordance with the Board of Visitors bylaws, the Board of Visitors voted on April 16, 2021 to recommend the following slate of officers for the 2021-22 year:

Chair: Wanda Montano
Vice Chair: Alisa Chapman
Secretary: Preston Mitchell

Thank you for considering these recommendations, and for your continued support of the ECU Board of Visitors.

Nomination Form

First Name of Nominee	Daphne
Last Name of Nominee	Brewington
Preferred Address	4604 Southlea Drive Winterville, NC 28590
Preferred Phone	252-847-5243
Preferred Email	dbrewing@vidanthealth.com
Business/Company Name	Vidant Medical Center
Business Address	2100 Stantonsburg Road , Greenville NC 27834
Profession/Title	Senior Vice President- Nurse Executive
Areas of interest in higher education	student-recruitment, advocacy
ECU Alum	yes
Year/Degree/Major	BSN- Nursing 1990, MSN- Nursing - 1998, PhD- Nursing - 2013
Name of Nominator	Linda Hofler
Nominator Email Address	hoflerli20@ecu.edu
Nominator Phone Number	252-341-0924
Attachments	bio-resume, letter-of-rec
Upload Bio OR Resume	http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/D-Brewingtons-CV-2020-Senior-Vice-President-Nurse-Executive-CNE.docx

Upload Letter

<http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/nja-forms/17/Letter-of-Recommendation-DCB-2-2021.docx>

Letter of Recommendation

ECU Board of Visitors

Dr. Daphne Brewington

Submitted by Dr. Linda Hofler

It is my pleasure to recommend Dr. Daphne Brewington for consideration for the ECU Board of Visitors Class of 2021. Dr. Brewington is an eastern NC native and three time graduate of ECU College of Nursing. She currently serves in the most senior leadership position in Nursing for Vidant Medical Center, the 21st largest hospital in the United States. Prior to that role, she led the Clinical Education and Professional Development activities for the Vidant Health system. Dr. Brewington is an expert in nursing practice, and has a wide sweeping network of colleagues across the United State. She serves as a Magnet appraiser for ANCC, the national credentialing agency for the Magnet Program. This program designates centers of Magnet Excellence across the US and internationally. Her professional experience along with her long standing community engagement in eastern NC, make her a perfect candidate for consideration as a member of the Board of Visitors.

Dr. Brewington is a well-respected leader, a first generation college student and a mentor to students and professional colleagues who desire professional growth and achievement. She is a member of the ECU College of Nursing Hall of Fame, inducted for her contributions in advancing the profession of nursing in Eastern NC, our state and nation

She is an exceptional example of the role that ECU plays in developing leaders and spreading the reach of their knowledge across our country. There is no doubt that she could be an inspiration to our Access Scholars, an advocate for our University and a professional who can contribute greatly to the advocacy work of the Board of Visitors.

I am certain that her membership on the Board of Visitors will add depth of knowledge and skill the already strong membership.

Thank you for your consideration of this nomination.

4604 Southlea Drive
Winterville, NC 28590
Telephone (252)412-8564

Daphne C. Brewington, PhD, RN

Registered nurse with over 30 years of experience in an academic medical center. Nurse Leader capable of setting the strategic vision for nursing practice, the facilitation of learning and continuous development among professionals. Proven leadership, operational, professional development and nursing practice competencies and capacities useful to transform the organization's nursing practice, education, learning and development strategy.

Education

PhD in Nursing (December 2013). East Carolina University College of Nursing Greenville North Carolina

Masters of Science in Nursing, Clinical Nurse Specialist (December 1998). East Carolina University Greenville, North Carolina

Bachelor of Science in Nursing (December 1990). East Carolina University Greenville, North Carolina

Associate Degree in Nursing (1985). Beaufort County Community College Washington, North Carolina

Licensed as a Registered Nurse in the State of North Carolina.

Professional Experience

Senior Vice President – Nurse Executive, Chief Nurse Executive (November 16, 2020 – Present)

Provide executive leadership of professional nursing practice for a 974 bed Magnet® designated Academic Medical Center (Vidant Medical Center), that employs over 3,0000 registered nurses. Vidant Medical Center (VMC) is the 21st largest hospital in the United States that serves a 29 county geographic area. VMC is a Level I Trauma Center and Comprehensive Stroke center with the following centers of excellence: Neurosciences, Cancer, Cardiac, Transplant, Maynard Children's Hospital, Women's Services and Regional Rehab Center.

Provide operational executive leadership for Adult Medical Services, Nursing Support Services, Behavioral Health Services, Nursing Professional Development and Nursing Professional Practice. Design and develop strategy to achieve and align organizational and nursing goals. Lead nursing in every area that nursing is practiced, through direct and indirect reporting structures. Positioned as a strategic partner in the planning and executive decision making for Vidant Medical Center and Vidant Health. Co-lead the VH Clinical Excellence Committee (CEC) in partnership with the VH Chief Medical Officer (CMO).

Vice President Education and Professional Development (February 2019-Present)

Design and develop strategy to transform the Nurse Residency Program and orientation processes to enhance the experiences of nurses as they transition into practice. Design and develop strategy to transform structures, processes and experiences for nursing and allied health students. Re-established the Nurse Extern Program. Co-led the VH Role Development and Transitions subcommittee of the VH NEC. Designed and developed the VH Nursing Summit in partnership with representatives of the VH Education VCG. Partnered with VH executive leaders to design education strategy for the work-place well-being initiative. Co-led the VH Clinical Ladder Transformation. Oversight for contracts related to student clinical rotations, partnerships and agreements. Design and develop strategy for life support

training transformation for the implementation of Resuscitation Quality Improvement (RQI). Design and develop processes to quantify education and professional development return on investment. Graduated the first and second cohorts of VH Aspiring Nurse Leaders in May 2019 and May 2020. Nurse Residency Program Accredited as a Transition to Practice Program by the American Nurses Credentialing Centers Commission on Accreditation in June 2020. Assumed executive leadership responsibility for Adult Medical Services and Nursing Support Services June 8, 2020.

Administrator Nursing Professional Practice, Development, Clinical Education and Magnet Program Director (August 1, 2017-February 2019)

Cultivate and sustain a Magnet® culture within a large tertiary care and academic medical center, to embody the Magnet Model Components of Transformational Leadership, Structural Empowerment, Exemplary Professional Practice, New Knowledge, Innovation and Improvement. Demonstrated leadership as the Magnet Program Director for an academic medical center with > than 900 beds. Led the organization through two successful Magnet initial and re-designation document submissions and the accompanying four day site visits. Vidant Medical Center's initial designation (2013) and re-designation (2018).

Lead the Center for Learning and Performance at Vidant Medical Center. Support the vision to enhance the experiences for thousands of nursing and allied health students annually. Approximately 200 nurses begin their initial transition to practice through the nurse residency program annually. 75% of nurses outperform the Performance Based Development System Assessment as a result of the initial orientation experience. Examine and evaluate the impact of Professional Development activities. Assess and evaluate Simulation and Community Training Center (life support training) activities. Administer for the Simulation and Community Training Center Budgets to promote financial stewardship and improve outcomes. Over the course of a year, led the CLP team through change management and the adoption of processes for a newly transformed Education Model, executed October 1, 2018. Foster inter-professional relationships with the College of Nursing, Community Colleges, ECU School of Medicine, Allied Health Professionals, Eastern Area AHEC, the North Carolina Board of Nursing & the Magnet Recognition Program.

Led the VH Leadership Advisory Council in partnership with Organizational Development to develop and implement the VH Aspiring Nurse Leader Program. A successful inaugural program launched in May 2018.

Director of Professional Practice and the Magnet Program Director & Interim reassignment to the role of Director of Nursing (Nurse Executive) at Vidant Pungo a critical access hospital

Assumed responsibilities of an expanded role to support a critical access hospital within the Vidant Health System from April 7, 2014 – July 1, 2014, a 90-day transition period as the organization's nurse executive while maintaining current role duties

October 2007 – August 2017

Oversee processes for cultivating and sustaining a professional practice environment through shared decision making structures. Facilitate shared governance through education, mentoring planning, development, coordination, evaluation and outcomes measures.

- Develop strategies to promote a strong professional practice environment and the image of nursing internally and externally
- Manage fiscal and human resources for Clinical Nurse Specialists and the Magnet Journey budgets
- Leadership oversight for a team of (4) Clinical Nurse Specialists. Serve as the practice consultant to organizational CNSs in Women's, Children's and Oncology
- Organizational liaison to the College of Nursing and affiliated Schools of Nursing
- Nursing Practice consultant to nurse leaders across the Vidant Health system

- Led the writing team for a successful document submission. Orchestrated the Vidant Medical Center four-day site visit that led to Vidant Medical Center's initial Magnet® designation on July 15, 2013
- Preceptor for graduate level nursing students and Doctorate in Nursing Practice student
- Practice Partner for Academic Progression through Regionally Increasing Baccalaureate Nurses (RIBN) Project

Education Coordinator, Nursing Hospital Education Department

Sept 2006 – August 2007 Pitt County Memorial Hospital, Greenville, NC

Designed, implemented and evaluated orientation and professional development activities to meet the needs of nurses and other healthcare professionals. Provide fiscal and managerial responsibility for nursing and patient education functions within the education department and community- training center. Collaborate with affiliated schools of nursing, allied health and high schools in providing clinical rotation and shadowing experiences. Assure the maintenance and renewal of Approved Provider Status for Continuing Nursing Education (CNE) by the North Carolina Nurses Association, an accredited approver by the American Credentialing Center's Commission on Accreditation.

Education Specialist (Nursing) Hospital Education Department

October 2001 – September 2006 Pitt County Memorial Hospital, Greenville, NC

Assess organizational educational needs and priorities in collaboration with organizational leaders. Serve as one of two nurse planners. Plan, implement and evaluate Continuing Nursing Education (CNE) activities, utilizing best practices, needs assessments, evidence based practice, and nursing research to plan and revise educational activities. Develop and evaluate self-study modules. Coordinate teleconferencing efforts for nursing educational activities. Co-authored a successful renewal application for approval as a provider of CNE through the North Carolina Nurses Association. The North Carolina Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.

Educational Nurse Specialist

1996 – 2001 Pitt County Memorial Hospital, Greenville, NC

Assess the educational needs of staff on the Surgical Intensive Care and Surgical Intermediate Units, approximately 150 employees. Responsible for initial and ongoing education. Planned, facilitated and taught educational activities based on needs assessment, literature reviews, research, and best practice initiatives. Mentor to staff nurses, unit educators, clinical coaches, unlicensed assistive personnel, and students. Educational consultant to staff, other departments and hospitals. Implemented a service line specific mobile educational cart concept.

Staff Nurse III

1994 – 1996 Pitt County Memorial Hospital, Greenville, NC

Provided care to patients with life threatening complex problems in the Trauma, Surgical and Neurosurgical ICU, utilized advanced therapies such as Jet Ventilators, hemodynamic monitoring and intracranial pressure monitoring. Served in the role of team leader, clinical preceptor and float charge nurse for three critical care specialty areas.

Nurse Manager

1992 – 1994 Pitt County Memorial Hospital, Greenville, NC

24-hour accountability for a 24-bed Neurosurgical/Trauma/ENT unit. Managed budget, staffing resources and staffing productivity. Facilitated unit based CQI process, developed monitors and participated in data collection. Planned monthly educational sessions and ongoing competency validation in collaboration with the Educational Nurse Specialist. Evaluated the impact of staff competence on patient outcomes.

Staff Nurse

1985 – 1992 *Pitt County Memorial Hospital, Greenville, NC*

Provided care to patients requiring complex neurosurgical, surgical and trauma nursing care, utilizing advanced technology and therapies. Served in the role of charge nurse, team leader and assistant nurse manager.

Honors and Awards

- Inducted in the East Carolina University College of Nursing Hall of Fame (March 2018)
- Magnet Appraiser, endorsed by the Magnet Recognition Program (2015-present).
- Hospital Hero (2014) - American Healthcare Coalition
- North Carolina Great 100 Nurse Recipient (2000)
- Member of the Institute of Leadership Excellence Planning Committee (2008-2011).
- Excellence in Leadership Award at Vidant Medical Center (2010)
- Completed the Greenville North Carolina Chamber of Commerce Leadership Institute Program October 2010 – June 2011.

Research and Publications

Abstract "*Practice Shared Governance Council as a Vehicle for Nursing Research*" accepted for Podium Presentation for the 2016 National Magnet Conference in Orlando Florida October 7, 2016.

Shakira Henderson, PhD, DNP, MS, MPH, RNC-NIC, IBCLC and Daphne Brewington, PhD, MSN, BSN, RN

Abstract "*Achieve Academic Progression through Synergistic Academic & Practice Partnerships: Advancing Education and Practice Excellence*" accepted for podium presentation for the 2016 National Magnet Conference in Orlando Florida October 6, 2016. Daphne Brewington, PhD, MSN, BSN, RN and Nettie Evans, MSN, RN, NEA-BC

Doctoral Dissertation: "New Nurse Transitions: A qualitative study of perceived difficulties". (December 2013).

Poster presentation at Southern Nurses Research Society in Austin Texas "The Minority Nurse Leader" February 2010.

Podium Presentation at the 4th International Conference on Patient and Family Centered Care: Partnerships for Enhancing Quality and Safety August 17 – 19, 2009.

Simulation: An evaluative approach to teaching and learning. In collaboration with Dr. Laura Gantt, received a collaborative research grant for this research study in February 2007. Poster Presentation at the Southern Nurses Research Society Conference in Alabama (February 2008)

Poster presentation: "Simulation an innovative approach to teaching and learning". Collaborative Research Day (February 2008).

Qualitative Research Study "Understanding the Experiences of New Nurses: Through the Lens of Support" (December 2007). Unpublished study for qualitative research course within doctoral studies.

Co Author of: "*From Paper to Presence: Evaluating Competency in a Challenging Health Care Environment*". Perspectives on Patient Care (2004) Volume 18 pgs. 83 - 86. Publication of Pitt County Memorial Hospital and University Health Systems of Eastern Carolina.

"Raise the Roof on Excellence in Nursing Practice: A Framework for Nursing Professional Development." Perspectives on Patient Care (2003) Volume 17 pgs. 5-7. Publication of Pitt County Memorial Hospital and University Health Systems of Eastern Carolina.

Accomplishments

Completed doctoral studies December 2013. Degree conferred on December 13, 2013

Recipient of the PCMH/ECU Collaborative Research Award March 2007

Member of the Great 100 Nurses, Inc. Board of Directors October 2005 -January 2009.

Editorial Board Member for Perspectives on Patient Care Journal (2004 - 2011).

Writing Advisor for "Perspectives on Patient Care "Journal (2004-2011).

Training Center Faculty for ACLS Instructors (2005 – 2010)

Basic Cardiac Life Support (BLS) Instructor (1994 – 2013)

Program Planning Committee Member for Women's Bible Studies at Faith and Victory Church (2002 – 2015).

Member of Alpha Kappa Alpha Sorority, Inc. Iota Kappa Omega Chapter of Alpha Kappa Alpha (2005-present)

Professional

Member of the American Nurses Association 2014 - Present

Member of the North Carolina Nurses Association 2014 – Present

Member of the North Carolina Magnet Program Director Consortium 2013 -Present

Inducted into Beta Nu Chapter of Sigma Theta Tau International Honor Society 1999. Member Beta Nu Chapter of Sigma Theta Tau (1999 – present)

Attended and presented (podium presentation) at the American Nurses Association Conference March 2018.

Attended the National Magnet Conference and Leadership Symposium in Denver Colorado, 2018. Vidant Medical Center's 2nd Re-designation celebrated.

Attended the National Magnet Conference and Leadership Symposium in Orlando Florida October 2016.

Attended and presented (podium) at the National Magnet Conference in Houston Texas October 2017.

Attended and presented (podium) at the Vidant Health Nursing Summit May 2016: Swanson's Theory of Caring useful to develop a system-wide Nursing Professional Practice Model

Attended and served as a panelist at the North Carolina RIBN Conference March 2015, Greensboro North Carolina

Attended the "Leading in Dynamic Shared Governance" Conference featuring Tim Porter O'Grady September 14 & 15, 2015.

Attended the National Magnet Conference and Leadership Symposium in Atlanta Georgia October 2015.

Attended the National Magnet Conference and Leadership Symposium in Dallas Texas, October 2014.

Attended and served as a panelist at the North Carolina Regionally Increasing Baccalaureate Nurses (RIBN) Conference (Academic Progression in Nursing), September 2014, Charlotte, North Carolina

Attended the National Magnet Conference in Orlando Florida October 2013. Celebrated Vidant Medical Center's Initial Magnet Designation

Nomination Form

First Name of Nominee	Rachelle
Last Name of Nominee	Chapman
Preferred Address	1002 Mango Place
Preferred Phone	7578316470
Preferred Email	ref1002@yahoo.com
Business/Company Name	Self
Business Address	1002 Mango Place
Profession/Title	Public Relations Consultant
Areas of interest in higher education	student-recruitment, communications, advocacy
ECU Alum	yes
Year/Degree/Major	2008/BS/Management of Recreational Facilities and Services
Name of Nominator	Michael Aho
Nominator Email Address	michaelcaho@gmail.com
Nominator Phone Number	7039807560
Attachments	bio-resume, letter-of-rec
Upload Bio OR Resume	http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/Rachelle-Chapman-resume.docx

Upload Letter

<http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/nja-forms/17/Recommendation-BOV.docx>

Michael C. Aho '02
1350 Beverly Rd, Apt 611 McLean, VA 22101
michaelcaho@gmail.com

February 18, 2021

Dear Board of Visitors Nominating Committee:

It is a pleasure to nominate **Rachelle Chapman '08** of Knightdale for service on our Board of Visitors.

Rachelle has served on the ECU Alumni Association Board of Directors since I appointed her in spring 2020. She brings experience as a public relations consultant, formed in large part through becoming paralyzed from the chest down and forever becoming a quadriplegic. That was in 2010 when the world was ahead of her but instead of letting that stop her influence, she has turned that event into a motivating one for others.

Just 13 weeks after her life-changing injury, Rachelle began playing adapted sports. Within a year of that, she had appeared on The Today Show, Headline News, MSNBC, Inside Edition, and other news shows. She's been featured in Cosmopolitan Magazine, In Touch magazine, and was a guest on Vh1. She's married to her Pirate husband and brings a fresh perspective informed by her unexpected life experiences.

I think Rachelle will help revitalize our advocacy and communications efforts and bring a perspective we have not had in the Board of Visitors. She will serve well as an adviser to the Chancellor and Board of Trustees, if she is consulted on the issues facing ECU. I think Rachelle can be a future leader for our institution and advocating for it, and being selected to serve on our Board will help launch her further on that path. I would be glad to call her a fellow Visitor and think we need her voice in our ranks.

Thanks for your consideration!

Pirates together, Pirates forever,



Michael C. Aho '02
Member, Board of Visitors
Director and Former Chair, Alumni Association Board of Directors

Rachelle Friedman

1002 Mingo Pl.
Knightdale, NC 27545
757-831-6470
ref1002@yahoo.com
www.diaryofawheelgirl.com

OBJECTIVE

To obtain a position within a well established company where I may utilize my skills in public relations, communication and social media outlet management to advance the success of the company

EDUCATION

- East Carolina University, Greenville, NC / graduation: August 2008
- Degree: B.S Management of Recreational Facilities and Services
- Concentration: Tourism

EMPLOYMENT

Public Relations consultant-Nov/2010-present

- Create social media ads through Instagram in collaboration with large companies
- Year-long partnerships as ambassador for Clorox, Barefoot Wine and Piedmont Rising
- Successful blogs in Huffington Post, XoJane.com, Woman's Health Magazine and other outlets
- Public speaking at schools, conferences, and churches around the country
- Have appeared on The Today Show, HLN, MSNBC Inside Edition, and Vh1
- Managing and analyzing personal website www.diaryofawheelgirl.com via Wordpress
- Author of NY Times Best Sellers List "The Promise", my memoir published in May 2014

Program Coordinator-Resources for Seniors-Raleigh, NC Sept/10-May/10

- Updated social media outlets, and assisted in the creation of the monthly newsletter distributed throughout the surrounding area.
- Planned day to day activities for the center
- Supervised employees and volunteers
- Recruit new members through marketing and give tours
- Implemented monthly staff meetings, and prepared monthly reports

Program Coordinator/lifeguard -Raleigh Parks and Rec -Raleigh, NC-Nov/08-May/2010

- Schedule youth sports practices, games and after school activities for youth 5-12yrs old
- Operate the front desk at the center and register guests
- Prepare and distribute newsletters

EXPERIENCE AND VOLUNTEER WORK

Communications and Marketing Assistant

Internship with Greenville Convention and Visitors Bureau-May/08-Aug/08

Full time, internship where I gained experience in the operation of a visitor center in a growing town. I developed a sports marketing guide which was printed and utilized by the bureau. It was sent out to sports planners with the goal of having tournaments scheduled in the area. I also created a meeting space guide and composed multiple press releases.

KNOWLEDGE & SKILLS

- Microsoft Office proficiency
- Strong written and oral communication skills
- Experience speaking in front of large audiences including live tv interviews and public speaking engagements
- Works well in a team setting while also able to succeed individually
- Proven success in building social media platforms

Nomination Form

First Name of Nominee	Wes
Last Name of Nominee	Johnson
Preferred Address	799 Weeping Willow Drive, Powder Springs, GA 30127-6230
Preferred Phone	678 427 4913
Preferred Email	wjohnson7041@gmail.com
Business/Company Name	Southern States Marketing
Business Address	Same as above
Profession/Title	recently retired self employed entrepreneur in the Sales and Marketing Profession; importer/distributor/wholesaler of children's toys
Areas of interest in higher education	communications, advocacy
ECU Alum	yes
Year/Degree/Major	1985 B.S. Business Administration - Marketing
Name of Nominator	Van Isley
Nominator Email Address	van.isley@pb-supply.com
Nominator Phone Number	919 524 8465
Attachments	bio-resume, letter-of-rec

Upload Bio OR Resume	http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/WesResumeFeb2021.doc
Upload Letter	http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/Wes-BOV-Letter.pdf



Attachment H
10405 Chapel Hill Road
Morrisville, NC 27560-8710
919-380-3400
Fax 919-380-3401

February 10, 2021

Re. Wes Johnson – Nomination for ECU Board of Visitors

To Whom It May Concern:

I am writing in support of the nomination of Wes Johnson as a prospective member of the ECU Board of Visitors. I have known Wes personally for roughly 57 years...we are both 57 years old. Wes and I grew up together, attended the same church, schools and were college roommates at ECU. As such, to say I know Wes well is an understatement.

Wes is smart, thorough, professional and above all, significantly loyal and devoted to East Carolina University. He is an avid supporter and has actively served on the Alumni Association Board for many years. He has been a consistent contributor to the University, the Alumni Association and the Pirate Club both financially and with respect to his time and talent. Wes' wife, Darlene, graduated from ECU with a nursing degree. Wes' daughter recently graduated from ECU with an Accounting degree.

Wes is a very unassuming individual who will work diligently and do more than his part to represent ECU if selected to serve on the Board of Visitors while never needing a pat on the back or any attention for the work he does. He just quietly, consistently and dependably goes about his business. He is ethical, honest and authentic. He is open-minded and will be diligent in researching whatever issues may surface. He will make decisions with ECU's best interest in mind without regard to special interests or personal interests. We sincerely need him on the Board of Visitors and I can unequivocally recommend him to serve.

Please feel free to call with any question, concerns or for additional insight.

Van Isley

Van Isley
Class of '85

...it's about the service!!!

PROFESSIONAL RESUME OF:

Wesley Johnson
 799 Weeping Willow Drive
 Powder Springs, GA 30127
 678-427-4913

Work History:

Jan. 2000 - Southern States Sales, Powder Springs, GA
 July 2020 President/Owner

Feb. 1996 - Southern States Marketing, Inc, Marietta GA
 Dec. 1999 Manufacturer's Representative

July 1985 - Roses Stores, Inc Henderson, NC
 Feb. 1996 Sr. Buyer Juvenile Furniture/Baby Needs and Infant/Toddler Apparel. April 1994 to February 1996

Buyer Juvenile Furniture/Baby Needs. May 1990 to April 1994

Associate Buyer Seasonal Lawn and Garden. October 1987 to May 1990.

Sales Coordinator of In-Store Selling Effort. July 1985 to October 1987.

Education:

East Carolina University
 Bachelor of Science, Business Administration 1985
 Concentration in Marketing

ECU Involvement:

ECU Alumni Association Board of Directors 2010 to 2019
 Chaired ECUEA Scholarship, Awards, and Marketing Committees

ECU Educational Foundation:
 Clark-LeClair Stadium Capital Campaign
 Circle of Excellence Campaign
 Step Up to the Highest Level Campaign
 Dowdy-Ficklen Stadium Renovation Campaign

ECU Foundation Donor
 ECU Medical Foundation Donor
 Leo Jenkins Society
 Father of ECU alumna Allison Johnson BSA '13, MSA '14
 Spouse of ECU alumna Darlene Johnson BSN '85
 Season ticket holder – Football, Baseball, Basketball

ECU References:

Jim Westmoreland – Retired Assoc. Dean Ext. Affairs COB
 Van Isley – ECU Board of Trustees
 Dr. Cal Christian – Chair ECU Dept. of Acct

Nomination Form

First Name of Nominee	Nyki
Last Name of Nominee	Hardy
Preferred Address	1005-B Foxrun Drive, Albemarle, NC 28001
Preferred Phone	(704) 315-9097
Preferred Email	nykihardy@hotmail.com
Business/Company Name	City of Albemarle
Business Address	144 North Second Street, Albemarle, NC 28001
Profession/Title	Assistant City Manager
Areas of interest in higher education	communications, student-recruitment
ECU Alum	yes
Year/Degree/Major	2003/MBA/Business, 1999/BS/Hospitality Management
Name of Nominator	Duane T. Holder
Nominator Email Address	dholder@co.cumberland.nc.us
Nominator Phone Number	(252) 714-3832
Attachments	bio-resume, letter-of-rec
Upload Bio OR Resume	http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/Nyki-Hardy-resume-January-2021_.pdf

Upload Letter

<http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/030521-Letter-of-Recommendation-N-Hardy.docx>

Amy H. Cannon
County Manager

Duane T. Holder
Deputy County Manager



Tracy Jackson
Assistant County Manager

Sally S. Shutt
Assistant County Manager

Angel Wright-Lanier
Assistant County Manager

Office of the County Manager

March 5, 2021

Board of Visitors Nominating Committee
ECU Board of Visitors
East Carolina University
Greenville, North Carolina 27858

Dear Committee Members:

It is my honor and pleasure to nominate Ms. Nyki Hardy for consideration for membership on the East Carolina University Board of Visitors. I have known Ms. Hardy both professionally and personally for several years and she is an excellent representative of ECU. She is a native of Pitt County, North Carolina, graduating from JH Rose High School in Greenville. She went on to complete both her undergraduate and graduate degrees from the university.

Professionally, she is a local government official with a servant's heart. This career public servant has worked in several different communities throughout the state, including Raleigh and Charlotte. She also volunteers for local non-profit organizations. Wherever she has gone, she proudly represents the purple and gold and Eastern North Carolina. She currently works and resides in Albemarle, North Carolina and her presence in the western part of the state would certainly be a value-add for our university.

I am attaching her resume for your review as you consider her application. Should you desire any further information about Ms. Hardy or her qualifications please feel free to contact me directly at dholder@co.cumberland.nc.us or (252) 714-3832.

Thank you,

Duane T. Holder, ICMA-CM, MPA

Nyki Hardy, MBA

1005-B Foxrun Drive Albemarle, NC 28001

(704) 315-9097 | nykihardy@hotmail.com

Education

Master of Business Administration

East Carolina University, Greenville, NC- 2003

Bachelor of Science in Hospitality Management, minor Business Administration

East Carolina University, Greenville, NC- 1999

Training and Professional Development

Virginia Tech Project Management Professional coursework

UNC School of Government Municipal/County Government Administration program

UNC School of Government Local Government Fellow: Leading for Results program

City of Charlotte Insights Program: Leadership Excellence for Women

Professional Memberships

International City/County Management Association

North Carolina City & County Management Association

- MPA Programs Committee Member

Volunteer Experience

Homes of Hope, Inc Board Member

Professional Experience

Assistant City Manager, City Manager's Office, City of Albemarle NC, November 2018 to Present

Responsible for organizing, developing, and implementing municipal operations, budgets, policies, research efforts, capital projects, special projects, intergovernmental relations, and other administrative activities in cooperation with the City Manager, City Council, and department heads. Work includes providing leadership in establishing goals and priorities for the organization; managing department heads, functions and projects; developing policies and programs; researching data and trends; representing the City with a wide variety of other governmental jurisdictions, citizens groups, community programs, businesses, civic and other groups; and planning and administering capital projects. Member of the City of Albemarle Leadership Team.

- **Emergency Management:** Lead for City Albemarle's response to COVID-19. Developed coronavirus response action plan that included: weekly leadership team COVID-19 conference calls, initiating and receiving council approval for COVID-19 emergency leave for employees impacted by coronavirus, before Families First Coronavirus Response Act was passed, developing COVID-19 communication plan including coronavirus webpage, social media posts, targeted videos, news releases, and council and employee communication, implementing health safety measures to protect employees and community members including closure of public access to public facilities and amenities, ordering personal protective equipment and disinfecting supplies, implementing enhanced cleaning, developing action steps when an employee tests positive, executing operational changes and telecommuting, issuing local State of Emergency, advising City manager on budgetary and financial strategies to address financial impact of COVID-19, developing spending plan for CARES Act funding allocation from county, designating FEMA public assistance coordinator, implementing social distancing and technology strategies for open meetings and staff meetings, and communicating with local public health department.

- **Leadership and Organizational Development:** Developed Leadership Team Business Meetings to enhance communication between Department Directors and City administration and improve decision making to include citywide perspective. Hired consultants to lead improvement of team dynamics among leadership team.
- **Change Management:** Initiated and led change initiative to enhance budget process, including implementation of plus/delta evaluation process, development of an improved budget calendar to transition to year-round budget planning, developing a budget priority setting process for departments, developing budget priority setting workshops for City Council, incorporating budget planning into Leadership Team Business Meetings and implementing training for budget entry and revenue and expenditure projections. Utilized this change initiative as a foundational step towards strategic plan development.
- **Strategic Planning:** With support from Centralina Regional Council, began scoping work for strategic plan development. Led development and implementation of the City's first ever community survey, which will be used to begin visioning work with City Council in winter 2021.
- **Governing Body Management:** Implemented City Council workshops for complex issues to allow for more informed discussion and decision making among City Council. Implemented agenda setting process improvement. Successfully advocated for an in-house City Attorney to improve legal counsel provided to staff and City Council.
- **Project Management:** Introduced project team approach to the organization to manage cross departmental initiatives. The project team approach has transitioned the city from a siloed, top-down culture to a collaborative, team decision making culture. This has been instrumental in implementing a parking plan to address parking needs of the new Pfeiffer University Health Sciences Campus in downtown Albemarle. This approach has also been used successfully to gain Council support for a storm water program feasibility study and funding a wayfinding system.
- **Senior Leadership Management:** Led and managed a team of five Department Directors. Established expectations through work plans. Monitored and evaluated performance with regular meetings. Coached, advised, and supported team with personnel, operational, fiscal, and organizational matters. Assisted with recruitment and hiring of HR Director, Police Chief, Fire Chief, Public Housing Director, Economic Development Director, and City Clerk/Assistant to the City Manager positions. Acted as Interim Public Housing Director when position was vacated.

Business and Special Projects Manager, Office of Innovation and Strategy, Mecklenburg County Public Health Department (HLT), Charlotte NC, April 2014 to October 2018

Responsible for leading complex projects for the Public Health Department. Accountabilities include providing strategic guidance and direction to department leaders and professional staff. Member of the Community Health Leadership Team.

- **Leadership and Emergency Management:** Operated as Planning Chief for Mecklenburg County's response to the Hepatitis A outbreak. Work involved leading and tracking strategic planning efforts to address the sudden increase of Hepatitis A cases in the county.
- **Strategic Planning and Community Engagement:** Led the planning and development of Mecklenburg County's first community-wide comprehensive HIV prevention plan to reduce new HIV infections in Mecklenburg County, which has the 2nd highest rate of new HIV cases in NC and 25th in the nation. Work involved engaging community leaders, faith leaders, hospital officials, physicians, HIV experts, Health Director, and other health department staff to develop strategic HIV prevention plan.
- **Grant Writing and Program Development:** Successfully secured funding for the "Improving Community Outcomes for Maternal and Child Health" program, a \$1.5M multi-year grant awarded by the NC Division of Public Health. Work included community engagement using the collective impact model, data analysis, grant writing, budget development, contract administration, communication planning, grant program implementation and staff recruitment and onboarding.
- **Crisis and Risk Management:** Implemented development of risk assessments and risk assessment process for Preventive Health and Environmental Health Divisions and the Women, Infants and

Children (WIC) program, in response to service failures in the department's Clinical Services division that became a leading local news story. Objective was to identify and communicate risks to department and County leadership and work to implement risk mitigation strategies to strengthen program performance and improve service delivery.

- **Project Management and Policy Development:** Facilitated and managed the Employee Health and Safety work group. The work group, which consisted of the department attorney, executive, senior and mid-level staff, was charged with developing recommendations for the deficiencies with the department's employee health and safety efforts. The work group revamped the employee health and immunization policy and developed and implemented recommendations for a coordinated employee health and safety system; including hiring an Employee Health and Safety nurse to manage the newly formed Employee Health and Safety program. Successfully implemented department's first mandatory influenza vaccination campaign and immunizations and tuberculosis (TB) skin test compliance campaign. Work included budget development, contract negotiations with Novant Health, developing and implementing a communication plan to inform staff of the new requirements, designing employee immunization clinics, guiding and assisting newly hired Employee Health and Safety nurse, working collaboratively with human resources (HR) compliance, legal and employee relations staff and developing compliance policy for staff and managers.
- **Organizational Development:** Implemented multi-year organizational development efforts to improve leadership skills, employee morale and staff cohesiveness.

Business Manager, Executive Administration, Mecklenburg County Manager's Office (CMO), Charlotte NC, September 2013 to April 2014

Managed the business, administrative, and Board of County Commissioners (BOCC) support functions for the CMO. Oversaw the department's budget and fiscal operations, supervised professional-level staff, supervised administrative staff, coordinated with internal support departments (i.e. human resources, asset and facility management, information technology, public information, budget, and finance) and ensured compliance with County policies and procedures. Managed the department's Employee Climate Survey, the Environmental Action Plan, and wellness initiatives. Responsible for the department's performance management, including compiling data and creating metrics for development of the department's strategic plan and balanced scorecard. Member of CMO Administrative Division Executive Team.

- **Staff Management and Performance Evaluation:** Managed staff, including hiring, training, coaching, deploying, supervising, and evaluating performance to meet department needs.
- **Budget Development and Monitoring:** Administered the department's budget planning and development in consultation with CMO executives, as well as budget and performance monitoring and improvement.
- **Facility Management:** Managed small capital/facility improvement projects for CMO.

Assistant to the County Manager (now titled Senior Assistant to the County Manager), Executive Administration, Mecklenburg County Manager's Office (CMO), September 2008 to September 2013

Provided professional level support to the County Manager and the Manager's Executive Team. Led special projects on behalf of the County Manager. Coordinated recruitment, hiring, and other HR functions for the CMO.

- **Organizational Performance Management:** Monitored budget and financial performance results and communicated with appropriate staff to address performance issues.
- **Executive Meeting Facilitation:** Facilitated monthly meetings of the Health and Human Services Executive Leadership team, BOCC committee meetings and weekly CMO Executive Team meetings.
- **Leadership:** Managed the County Manager's American Recovery and Reinvestment Act initiatives to secure stimulus funding, requiring collaboration with leadership across several County departments.
- **Project Management:** Assisted with large scale special projects for CMO including, development of the County's Homeless Resource Center, the transition of Child Support Enforcement from the State to

County authority, the Reid Park Collaborative education initiative, and the Business Shared Services Assessment.

- **Policy Development:** Assisted the Clerk to the Board and the CMO Executive Team with development and revision of Board policies and procedures.
- **Legislative Strategic Planning:** Served as interim legislative liaison for a year, working with federal and state lobbyists on behalf of the County.

Administrative Officer III, Administration, City of Charlotte Solid Waste Services (SWS) November 2005 to September 2008

Managed the City's multifamily waste collection, disposal and bulky item collection contracts ensuring the contractor's compliance with terms of the contract, resolving complaints from citizens and property managers, providing contract status updates to management, and working with planning staff and developers to determine the waste collection needs of multifamily developments.

- **Budget Development and Fiscal Management:** Prepared and managed the budget for Solid Waste Services Contract Services Division, multifamily collection contract and rollout container contract, assessed financial and operational impact of policy changes related to contracts and advised leadership. Prepared monthly expenditure reports and projection of expenditures.
- **Contract Compliance:** Prepared monthly report identifying issues with contracts and detailing corrective action taken.
- **Strategic Planning:** In collaboration with the Director, led development and monitoring of the department's strategic operating plan. Responsible for managing balanced scorecard initiatives and measures as well as providing monthly, mid-year, and year-end performance reports.
- **Problem Solving:** Created and implemented the "New Development Project" which involved the collaboration of residential and mixed-use architects and developers, property managers, contractors and other City staff to customize solid waste plans for new multifamily developments before and during construction to identify and prevent any potential service issues and/or impediments.
- **External Communication:** Developed educational brochures and website for multifamily collection services. Spoke at community events to educate citizens on solid waste services.
- **Staff Training and Development:** Created multifamily collection contract training guide for SWS Contract Services Division and implemented field training for the department's field monitoring staff.

Administrative Officer I, Administration, City of Charlotte Solid Waste Services (SWS) July 2005 to November 2005

Managed the City's rollout container contract, processed purchases of new rollout containers, and resolved complaints from citizens.

- **Policy Implementation:** Assisted with revision and implementation of the City's rollout container policy, worked with SWS Technology Division to identify homes affected by the policy changes.
- **External Communication:** Communicated policy changes to impacted residents.
- **Monitoring and Evaluation:** Developed and maintained monthly report to measure rollout container statistics against policy goals and objectives.
- **Contract Management:** Assisted with the "Multifamily Reduction of Service" contract amendment.
- **Contract Compliance:** Held regular business meetings with the City's multifamily waste collection contractor and property managers to ensure understanding of the contract amendment and compliance.

Nomination Form

First Name of Nominee	Aaron-John
Last Name of Nominee	Malicdem
Preferred Address	109 Knickerbocker Dr., #101, Alexandria, VA 22310
Preferred Phone	(757) 472-8408
Preferred Email	malicdema07@alumni.ecu.edu
Business/Company Name	US House of Representatives
Business Address	216 NE Nash Street Suite B Wilson, NC 27893
Profession/Title	Director of Operations
Areas of interest in higher education	advocacy, communications, student-recruitment
ECU Alum	yes
Year/Degree/Major	2011, BS, Engineering
Name of Nominator	Dajuan Lucas
Nominator Email Address	dajuan.l.lucas@gmail.com
Nominator Phone Number	252-360-9239
Attachments	bio-resume, letter-of-rec
Upload Bio OR Resume	http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/AJ-Malicdem_R_20210228.pdf

Upload Letter

http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/2021.03.01-RECOMMENDATION-LETTER_ECU-Board-of-Visitors-for-AJ-Malidem.docx

March 7, 2021

Ms. Megan Ayers
Assistant Secretary to the Board of Trustees
202 Spillman Building
East Carolina University
Greenville, North Carolina 27858

Dear Ms. Ayers:

I write to recommend Mr. Aaron-John E. "AJ" Malicdem for appointment to the East Carolina University (ECU) Board of Visitors.

Currently, AJ serves as the Director of Operations to Congressman G. K. Butterfield. He serves as one of Mr. Butterfield's senior leadership staff. AJ helps formulate Mr. Butterfield's legislative agenda coordinating multi-faceted projects and programs to ensure that the resources and infrastructure are in place to best serve the constituents of the First Congressional District of North Carolina. He also is the lead staff for the Congressional Black Caucus' TECH2025 initiative that advocates for an increase in diversity in the technology industry.

AJ started at ECU in 2007 giving back to the community through his membership on the Men's Track & Field team, joining Alpha Phi Alpha Fraternity, Inc., and being appointed to serve the students in the Student Government Association as Student Body Chief of Staff for three semesters under the Tremayne Smith and Joshua Martinkovic Administrations.

AJ represent the best of us as Pirates. As a member of Mr. Butterfield's Senior Leadership Team, he work with the broader team to advocate and support for the constituents of the First Congressional District, many who reside right here in Eastern NC.

I am confident that his appointment to the Board will continue to serve the University and eastern North Carolina well. If you have any questions regarding AJ, please contact me at [insert email here]. in a number of ways and since his graduation in 2011 he has upheld the motto of the University, *Servire*

Sincerely,

DaJuan Lucas
Class of 2023
Board of Visitors

Aaron-John E. "AJ"

Malicdem

5109 Knickerbocker Dr., #101, Alexandria, VA 22310

Attachment H
(757) 472-8408

malicdema07@alumni.ecu.edu

www.ajmalicdem.com

TS/SCI w/ CI Polygraph



OBJECTIVE

Government professional with at least seven years of coordinating multi-functional projects, and managing operations for an elected government official. Advanced technical acumen to solve, innovate, and analyze. Aiming to apply strategic thinking and creative problem-solving to perform a range of administrative, communication and policy-related duties.

PROFESSIONAL HIGHLIGHTS

Director of Operations 01/19 to Present

U.S. House of Representatives

- Assist the Chief of Staff in personnel management, staff vacancy interviews and on-boarding; management of service contracts, lease contracts, and subscriptions; assisting in management of the MRA to maintain assets and resources
- Manage the Member in a variety of roles serving as driver, advisor, and liaison between Member and staff on appropriate matters
- Co-lead the CBC TECH2020 initiative assisting with strategic programming and representing the Member to advance TECH2020's mission
- Serve as liaison between Member and CBC staff attending weekly Chief of Staff briefings and assisting in any way on CBC initiatives
- Serve as one of three of Member's team leaders to provide strategy, advice, and direction for the Member and staff in the absence of a Chief of Staff
- Serve as coordinator for office closure in the district
- Manage issue-portfolio on Science, Space, and Technology, Veterans Affairs, Defense, Postal, and Appropriations
- Direct and improve existing processes and procedures maintaining the integrity of excellent customer service

Manager of Operations 04/18 to 12/18

U.S. House of Representatives

- Assisted the Chief of Staff in personnel management, resource management, and event planning
- On-boarded, trained, and developed new staff and interns.
- Managed issue-portfolio on Science, Space, and Technology, and Postal
- Streamlined existing processes and procedures; conducted legislative correspondent duties while position was vacant

Intelligence Analyst 04/16 to Present

U.S. Air Force Reserves

- Understand and apply analytical principles to solve intelligence and operational problems
- Participate in strategic military exercise developing operations plans for a theoretical military campaign from an intelligence perspective
- Assist in training and development of new Airmen to the unit

STRENGTHS & SKILLS

- **Strong Interpersonal Skills**
- **Excellent Verbal & Written Communication**
- **Exceptional Problem-Solving**
- **High Technical Acumen**
- **Proficiency: Microsoft Office, Apple Apps, Adobe & IT troubleshooting**
- **Operations Management**
- **Project & Program Management**
- **Employee Relations**
- **Strategic Planning**
- **Administration**
- **Training & Development**

EDUCATION

M.S. Applied IT 08/2013

George Mason University

- GPA: 3.81
- Academic Excellence in IT Award
- Concepts in National Security and analysis of intelligence and public policy

B.S. Engineering 12/2011

East Carolina University

- Involved in various student organizations including Student Government.
- Curriculum encompassed application of engineering concepts for capstone project.

VOLUNTEERISM

- **Coordinated tech-focused network building event involving multiple tech companies at the Congressional Black Caucus Foundation's Annual Legislative Conference.**
- **Coordinated community fashion expo-event to raise donations toward the National Kidney Foundation and Fresenius Dialysis Center**
- **Coached multiple high school Track & Field athletes**
- **Coordinated community fashion show and silent auction event to raise donations toward a local mentoring organization.**

Nomination Form

First Name of Nominee	Brad
Last Name of Nominee	Osborne
Preferred Address	302 SilverLeaf Court Greenville NC 27834
Preferred Phone	252-347-4105
Preferred Email	flyfishbrad@gmail.com
Business/Company Name	KI Furniture
Business Address	302 SilverLeaf Court Greenville NC 27834
Profession/Title	Sales Specialist
Areas of interest in higher education	student-recruitment, communications, advocacy
ECU Alum	yes
Year/Degree/Major	1994 BSBA Marketing
Name of Nominator	Linda Hofler
Nominator Email Address	hoflerli20@ecu.edu
Nominator Phone Number	252-341-0924
Attachments	bio-resume, letter-of-rec
Upload Bio OR Resume	http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/Brad-Osborne-Resume.pdf

Upload Letter

<http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/Reference-Letter-Brad-Osborne.docx>

Letter of Reference-Brad Osborne

Board of Visitors- Class of 2021

February 22, 2021

Submitted By Linda D. Hofler

I am writing this letter to nominate Brad Osborne for membership to the ECU Board of Visitors Class of 2021. Mr. Osborne is a native of Eastern NC with a long history of support for ECU and Eastern NC. He and his family have deep ties to ECU and our community and are respected business professionals.

Mr. Osborne supports his community and region through philanthropy and community service. You can see from his resume an extensive history of community volunteerism. He has served his current employer since 1994, consistently performing at high levels and being recognized for his leadership.

He has been a Pirate Club member for many years, and is interested in service to the University in a more expanded role. The Board of Visitors, in its advocacy role, strives to identify members who have wide circles of relationships to strengthen advocacy on behalf of the University. Mr. Osborne has these deep and well respected relationships which will be extremely helpful to the BOV as we onboard a new chancellor and support ECU in the transition out of a very difficult time in our region, our state and our world.

I highly recommend Brad Osborne for membership on the Board of Visitors. He has the perfect combination of love for ECU, a broad range of business and personal relationships and a history of philanthropy and volunteerism in our community.

Thank you for considering Brad Osborne for membership to the ECU Board of Visitors, Class of 2021. He will be a great addition and will serve the BOV well.

Brad Osborne

302 Silverleaf Court
Greenville, NC 27834
252.347.4105
brad.osborne@ki.com

PROFILE

KI Sales Specialist that collaborates with customers to tailor inspiring learning and work environments. Manufacturer's representative specializing in educational and healthcare furniture solutions.

EDUCATION

East Carolina University — BSBA-Business, 1994

PROFESSIONAL EXPERIENCE

Sales Specialist, KI furniture; Eastern NC 1994-Present

Top 10 Sales Specialist the past 10 years. Recipient of the President's Club award.

Board Member, EAB (Educational Advisory Board) KI 2010-2018

Tasked to understand the pulse of the education market and be able to convert such learning into integrated growth initiatives for KI.

COMMUNITY EXPERIENCE

Board Member, SportWorks Ministry 2011-2020

SportWorks is a Christian ministry for the student-athletes of East Carolina University.

Chairman, Eagle Classic All Sports Tournament 2014, 2019, 2020

Eagle Classic All Sports Tournament for The Oakwood School. (Golf, Tennis, and 5k/Fun Run) Generated fundraising for financial aid to students for an education at a premiere college preparatory school. Serving K-12 grades.

Coach JV girls tennis for The Oakwood School - 2017-2019

Coached and developed players to help build the tennis program at Oakwood.

Board Member-VP, Ironwood Golf and Country Club 2013-2014

Responsible for developing a business plan and guiding the club from a \$600k annual loss to creating a profit. Served as Vice President both years on the board.

Committee Member- Covenant UMC building committee 2010

Responsible for final selections of furniture and finishes for the new sanctuary and classrooms.

OTHER COMMUNITY SERVICE

- Donor and volunteer- Salvation Army
- Donor and volunteer- Children's Miracle Network
- Donor and volunteer- First Born Community Center/Ministry
- Volunteer- Releaf of Greenville, NC (advocated for a greener Greenville)
- Member and volunteer at Covenant United Methodist Church

ACCOMPLISHMENTS AT EAST CAROLINA UNIVERSITY

- ECU Educational Foundation donor for 26 years (Currently at Sabre Society Level)
- Treasurer of Student Government Association- 1992-1993
- President of the Student Pirate Club- 1991-1993
- Member of Pi Kappa Alpha Fraternity
- President of RHA (Residence Hall Association) - 1990

Nomination Form

First Name of Nominee	Keva
Last Name of Nominee	Walton
Preferred Address	172 Berkshire Avenue, Belmont, NC 28012
Preferred Phone	704-502-2526
Preferred Email	klw40@bellsouth.net
Business/Company Name	Mecklenburh County ABC Board
Business Address	3333 North Tryon Street, Charlotte, NC 28206
Profession/Title	Chief Executive Officer
Areas of interest in higher education	advocacy, communications
ECU Alum	yes
Year/Degree/Major	1984, Urban & Regional Planning
Name of Nominator	Wanda Montano
Nominator Email Address	wanda@undauntedvision.com
Nominator Phone Number	252-751-3925
Attachments	letter-of-rec, bio-resume
Upload Bio OR Resume	http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/ninja-forms/17/Walton-nomination-package.pdf

Upload Letter

<http://board-of-visitors.ecu.edu/wp-content/pv-uploads/sites/125/nja-forms/17/Walton-nomination-2-19-2021.docx>

4104 Colony Woods Drive
Greenville, NC 27834-8795

February 19, 2021

Maj. Gen. (ret.) William L. Holland
Chair, Nominating Committee
ECU Board of Visitors

Ms. Megan Ayers
Assistant Secretary to the Board of Trustees
East Carolina University
Greenville, NC 27858-4353

RE: Mr. Keva Walton

Dear Dutch and Megan,

I am writing to recommend the appointment of Mr. Keva Walton to the ECU Board of Visitors. Mr. Walton is a 1984 graduate of East Carolina, and currently serves as the CEO Of the Mecklenburg County ABC Board.

Mr. Walton brings a breadth of non-profit Board experience to the Board of Visitors. He has had a distinguished career working in City Government, in senior leadership positions with several non-profits in the Charlotte community, including with the Charlotte Chamber of Commerce.

In addition to his career, Mr. Walton demonstrates a life of service to non-profits in cultural, social justice, family services and entrepreneurship – thus living our motto of Servire.

The appointment of Mr. Walton to the Board of Visitors also adds much needed geographic diversity from the Southern Piedmont region and the largest city in North Carolina as well as racial diversity.

Attached is Mr. Walton's bio. I recommend his appointment.

Best Regards,



Wanda Montano
BoV Class of 2024
BoV Vice Chair 20-21

Attachments

Keva Walton - BS Urban & Regional Planning; East Carolina University 1984



Mr. Walton is a native of Raleigh, North Carolina. He holds a bachelor's degree in Urban and Regional Planning from East Carolina University and a Master of Public Administration from the University of North Carolina – Charlotte.

Keva's professional career launched in Southern Pines, North Carolina where he served as Town Planner. He oversaw enforcement of the town's land development processes, ensuring development activity was consistent with established, local, land development policy.

Employed with the City of Charlotte, North Carolina for over nine years, Mr. Walton held several positions within the city organization including: Senior Strategic Planner with the Charlotte-Mecklenburg Planning Commission, Training Specialist and Neighborhood Matching Grants Coordinator with the City Manager's Office, and Division Manager with the Neighborhood Development Key Business. As Neighborhood Development division leader, he led a team of professionals focused on strengthening and rebuilding Charlotte's most distressed neighborhoods by actively engaging the skills and talents of their residents.

In 1995, Mr. Walton joined the YMCA of Greater Charlotte as Executive Director of the Johnston Branch, where he led a team that implemented the restoration of the Johnston Branch to its stature as a focal point of community activity and inclusion in North Charlotte.

In 1998, Mr. Walton joined Goodwill Industries of the Southern Piedmont in the role of Vice President - Workforce Development Services. In this regional role, he led workforce development strategy, encompassing operation of multiple career centers, and a team of professionals committed to preparing a trained, ready-to-work, workforce.

He joined the Charlotte Chamber of Commerce in 2006 in the role of Senior Vice President, Member Engagement and Strategic Partnerships/Diversity. He oversaw the Charlotte Chamber's seven chapters, and the annual development, and execution of program content for the organization. He was also responsible for development and oversight of diversity and inclusion, partnership development with the region's ethnic/international and regional chambers. He also served as loaned executive to the Charlotte-Mecklenburg Development Corporation (CMDC).

In December 2016, Keva was appointed Chief Growth Officer for the Charlotte Chamber/Charlotte Regional Business Alliance organization. He led the economic & talent development teams along with, research/data analytics and public policy professionals, who worked across local, state, national and international relationships, to create a regional climate for economic growth and expansion.

In June 2020, Mr. Walton joined the Mecklenburg County Alcoholic Beverage Control Board as Chief Executive Officer. North Carolina ABC Boards manage the sale of distilled spirits, establish effective alcohol education & treatment partnerships, and administration of North Carolina regulatory provisions.

The Mecklenburg County ABC Board currently operates twenty-nine stores with 300 plus full and part time employees. The Board operates solely on revenue derived from spirit sales in Mecklenburg County. Annual profits from sales are returned to local government, and local non-profits focused on substance abuse education and treatment. In its nearly seventy-five-year history, the Mecklenburg County ABC Board has invested over one billion dollars into the people and community institutions of Charlotte-Mecklenburg.

Keva's civic and volunteer engagements include: UNC-Charlotte Foundation Board; James Ross Scholarship Fund; Venturprise Board of Directors, BEFCOR Board of Directors, M&F Bank Community Advisory Committee; Children's Theatre Board of Trustees, Mint Museum Board of Trustees, Thompson's Child and Family Focus Board of Trustees, and Loaves and Fishes Board of Directors, Charlotte-LISC Community Advisory Committee.

Nomination Form

First Name of Nominee	Mark
Last Name of Nominee	Pabst
Preferred Address	3611 Wyneston Rd Greenville
Preferred Phone	(252) 717-2999
Preferred Email	mdpabst3@aol.com
Business/Company Name	Williams and Pabst Denistry
Business Address	2799 S Charles Blvd
Profession/Title	Dentist
Areas of interest in higher education	fundraising, advocacy
ECU Alum	yes
Year/Degree/Major	1989 Biology
Name of Nominator	Scott Shook
Nominator Email Address	shooks20@ecu.edu
Nominator Phone Number	2528837466
Attachments	
Upload Bio OR Resume	

Upload Letter

served as a delegate to the American Dental Association for North Carolina. He is also a Fellow in the American College of Dentists, the International College of Dentists, and the Pierre Fauchard Academy.

He opened his dental practice in Greenville in 1985. Dr. Williams and his wife Martha are active members of St. Paul's Episcopal Church. They enjoy traveling and spending time with their two children Ward and Martha Ann.

[Dental Sleep Practice Magazine Article - Summer 2015](#)

Mark D. Pabst, DDS



Dr. Pabst earned his undergraduate degree from East Carolina University. He received his DDS from the University of North Carolina School of Dentistry. Dr. Pabst has been actively involved in organized dentistry for the past twenty years.

Dr. Pabst is a member and currently serves as Speaker of the House for the North Carolina Dental Society. He is a Fellow in the American College of Dentists and the International College of Dentists. He is also involved in

various service organizations in the Greenville community.

He opened his dental practice in Greenville in 1994. Dr. Pabst and his wife Mary Jon are members of First Presbyterian Church in Greenville and both serve in various areas of the church. They enjoy tennis, golf, and spending time with their three children Jennifer, Jessica, and Samantha.

Continuing Education

We believe continuing education is a vital asset in the changing dental profession. This training will allow us to maintain a high standard of excellence. As a dental team we exceed the minimum requirements set by the state of North Carolina.

Each clinical team member is CPR certified.

CONTACT US NOW!

Our Location

2799 Charles Blvd.,
Greenville, NC 27858-5933

(252) 355-2300

MAP & DIRECTIONS



NOMINATION COVER FORM

Name of Nominee: Vanessa A Workman

Preferred Address: 507 Guilder Lane

Greenville, NC 27858

Preferred Number: 252-258-7285 Preferred Email: albernaz@mac.com

Business / Company Name: Eastern Radiologists, Inc

Business Address: 2101 W Arlington Blvd, Ste 210

Greenville, NC 27834

Profession / Title: Physician/Radiologist

Areas of particular interest in higher education: (Check any that apply)

Fundraising Student Recruitment Communications Advocacy

ECU Alum? No Yes Year/Degree/Major _____

Name of Nominator: Leigh Fanning Phone: 252-258-5384

Nominator Email Address: leighfanningecu@gmail.com

SUBMIT NOMINATIONS BY: March 8, 2021 to:

Megan Ayers
Assistant Secretary to the Board of Trustees
202 Spilman Building
East Carolina University
Greenville, NC 27858
ayersm@ecu.edu

***** Nominations will only be accepted from members of: ECU Board of Trustees, ECU Board of Visitors, and Chancellor's Executive Council. Nominations for the Class of 2021 may be submitted until March 8, 2021 and will be considered after the nomination period closes. This is a nomination cover form briefly introducing the nominee. Please attach the nominee's personal bio or professional resume and a letter of reference on the nominee along with this form.**

Curriculum Vitae

Vanessa A. Workman, MD

507 Guilder Lane • Greenville, NC 27858
(252) 258-7285

EDUCATION

College:

University of Akron 1990
Akron, Ohio
Bachelor of Science

Medical School:

University of Cincinnati College of Medicine 1990-1994
Cincinnati, Ohio
Doctor of Medicine

Residency:

University of North Carolina Hospitals 1994-1998
Chapel Hill, North Carolina
Residency Training

Fellowship:

University of Texas Health Science Center 2000-2001
Division of Cardiovascular and Interventional Radiology
San Antonio, Texas
Fellowship Training

EMPLOYMENT

Staff Radiologist, Interventional Radiology/Breast Imaging 2001-present
Eastern Radiologists, Inc.
Greenville, North Carolina

Affiliate Professor of Radiology 2001-present
Brody School of Medicine at East Carolina University
Greenville, North Carolina

Staff Radiologist 1998-2000
South Texas Radiology Group, PA
San Antonio, Texas

Tutor, Department of Pathology University of Cincinnati College of Medicine Cincinnati, Ohio	1992-1993
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Teaching Assistant, Department of Biochemistry University of Cincinnati College of Medicine Cincinnati, Ohio	1991-1992
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PROFESSIONAL LICENSURE

North Carolina Medical Board #96-00002	1995
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SPECIALTY CERTIFICATION

American Board of Radiology Interventional Radiology and Diagnostic Radiology	June 1998
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PROFESSIONAL MEMBERSHIPS

Society of Cardiovascular & Interventional Radiology	2000-present
American Roentgen Ray Society	1995-present
Radiological Society of North America	1995-present
American College of Radiology	1995-present

ACTIVITIES

ECU Foundation Board Recruitment and Engagement Committee Vice Chairperson	2020 – present
ECU Foundation Board	2017-present
ECU Four Seasons Chamber Music Festival Focus Group	2016-present
Eastern Radiologists, Inc Executive Committee	2014-present
Saint Peter Catholic School Advisory Council	2015-2020
Annual ECU School of Music Gala Chairperson	2014
ECU Friends of the School of Music Board	2013-2016

Vidant Medical Executive Committee 2008-2015

HONORS AND AWARDS

RSNA Roentgen Resident/Fellow Research Award	1997
Introduction to Research Program Delegate American Roentgen Ray Society San Diego, California, May 5-10	1996
Alpha Omega Alpha – National Medical Honor Society, Junior inductee	1993
Adriano Essay Contest participant Highest Honors, Pathology	1992
Dr. and Mrs. David B. Allman Scholarship	1989-1992

PUBLICATIONS

1. Castillo M, Albernaz VS, Mukherji SK, Smith MM, Weismann JL. Imaging of Bezold's Abscess.
2. Albernaz VS, Castillo M, Mukherji SK, Tennison MB. Magnetic Resonance Features of West Syndrome. *International Journal of Neuroradiology*. 1998; 4(1):15-20.
3. Albernaz VS, Castillo M, Mukherji SK. Facies to Remember: Wilson's disease. *International Journal of Neuroradiology*. 1998; 3(3):206-217.
4. Albernaz VS, Castillo M, Hudgins PA, Mukherji SK. Imaging Findings in Patients with Clinical Anophthalmos. *American Journal of Neuroradiology*. 1997, 18:555-62.
5. Mukherji SK, Albernaz VS, Lo WWM, Gaffey MJ, Megerian CA, Feghali JG, et al. Papillary Endolymphatic Sac Tumors: CT, MR and Angiographic Findings in 20 cases. *Radiology*. 1997; 202:801-808.
6. Albernaz VS, Castillo M, Greenwald MJ, Mukherji, SK. Imaging of Microphthalmos. *International Journal of Neuroradiology*. 1996; 2(6):522-33.
7. Albernaz VS, Castillo M, Mukherji SK, Ihmeidan, IH. Congenital Arhinia. *American Journal of Neuroradiology*. 1996; 17:1312-14.
8. Albernaz VS, Castillo M, Mukherji SK. Retinopathy and Brain Necrosis Following External-Beam Radiotherapy. *The International Medical Image Registry*. 1996;2(1):23-24.

9. Albernaz VS, Huston B, Castillo M, Mukherji SK, Bouldin TW. Pseudallescheria boydii Infection of the Brain: Pathologic Confirmation. American Journal of Neuroradiology. 1995; 17:589-592.
10. Albernaz VS, Tomsick TA. Embolization of Arteriovenous Fistulae of Maxillary Artery Following LeFort I Osteotomy: A Report of two Cases. Journal of Oral and Maxillofacial Surgery. 1995;53:208-210.

BOOK REVIEWS

1. Albernaz VS. Pediatric Radiology, Barkovich JA. Academic Radiology 1995;2(11):1035.

NATIONAL PRESENTATIONS

1. Excerpta Extraordinaire: Bezold's Abscess: A Report of Two Cases with secondary complications. American Society of Neuroradiology. Philadelphia, Pennsylvania, May 16-21, 1998.
2. Imaging Features of Wilson's Disease. Scientific Exhibit. American Society of Neuroradiology. Philadelphia Pennsylvania, May 16-21, 1998.
3. Solitary Brain Metastases versus Primary Astrocytoma: Evaluation with Proton MR Spectroscopy. American Society of Neuroradiology. Toronto, Canada, May 16-22, 1997. Radiological Society of North America, Chicago, Illinois, Dec. 1997.
4. Infantile Spasms: Imaging Features in 35 Patients. American Society of Neuroradiology. Toronto, Canada, May 16-22, 1997.
5. Imaging Findings in Anophthalmos. Radiological Society of North America. Chicago, Illinois, December 1-6, 1996.
6. Endolymphatic Sac Tumors: Imaging Features in 12 Patients. American Society of Neuroradiology. Seattle, Washington, June 21-27, 1996.
7. Anophthalmos and Severe Microphthalmos: Imaging Features. Scientific Exhibit. American Society of Neuroradiology. Seattle, Washington, June 21-27, 1996.

LECTURES BY INVITATION

1. Emergency X-ray Interpretation. Tampa Bay Advanced Practice Nurses Council, 1/11/97.

Nomination Form

First Name of Nominee	Lewis
Last Name of Nominee	Gale
Preferred Address	6440 Northwyck Place, Raleigh, NC
Preferred Phone	919-368-1835
Preferred Email	lmgale@gmail.com
Business/Company Name	Gale Benefit Solutions dba AFLAC
Business Address	276 W. Millbrook Road, Raleigh
Profession/Title	Insurance Agency Owner
Areas of interest in higher education	advocacy, student-recruitment
ECU Alum	yes
Year/Degree/Major	2007/ BA Communications
Name of Nominator	Philip Rogers
Nominator Email Address	pgr20@ecu.edu
Nominator Phone Number	252-328-6212
Attachments	
Upload Bio OR Resume	

Upload Letter

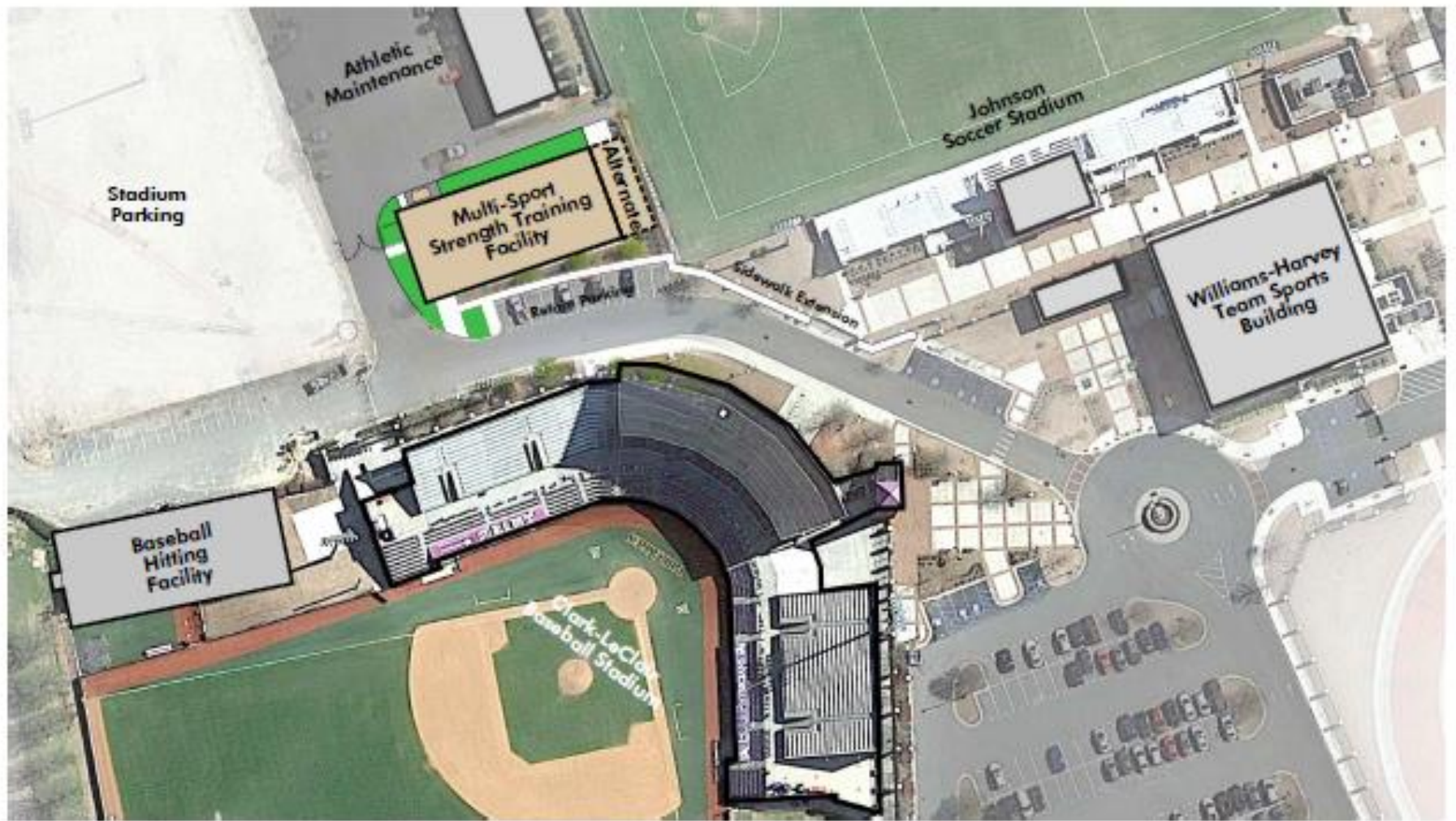
Finance and Facilities Committee

Facilities Engineering and Architectural Services

**Multi-Sport Strength Training Facility
Site and Exterior Elevations Approval Request**

April 22, 2021

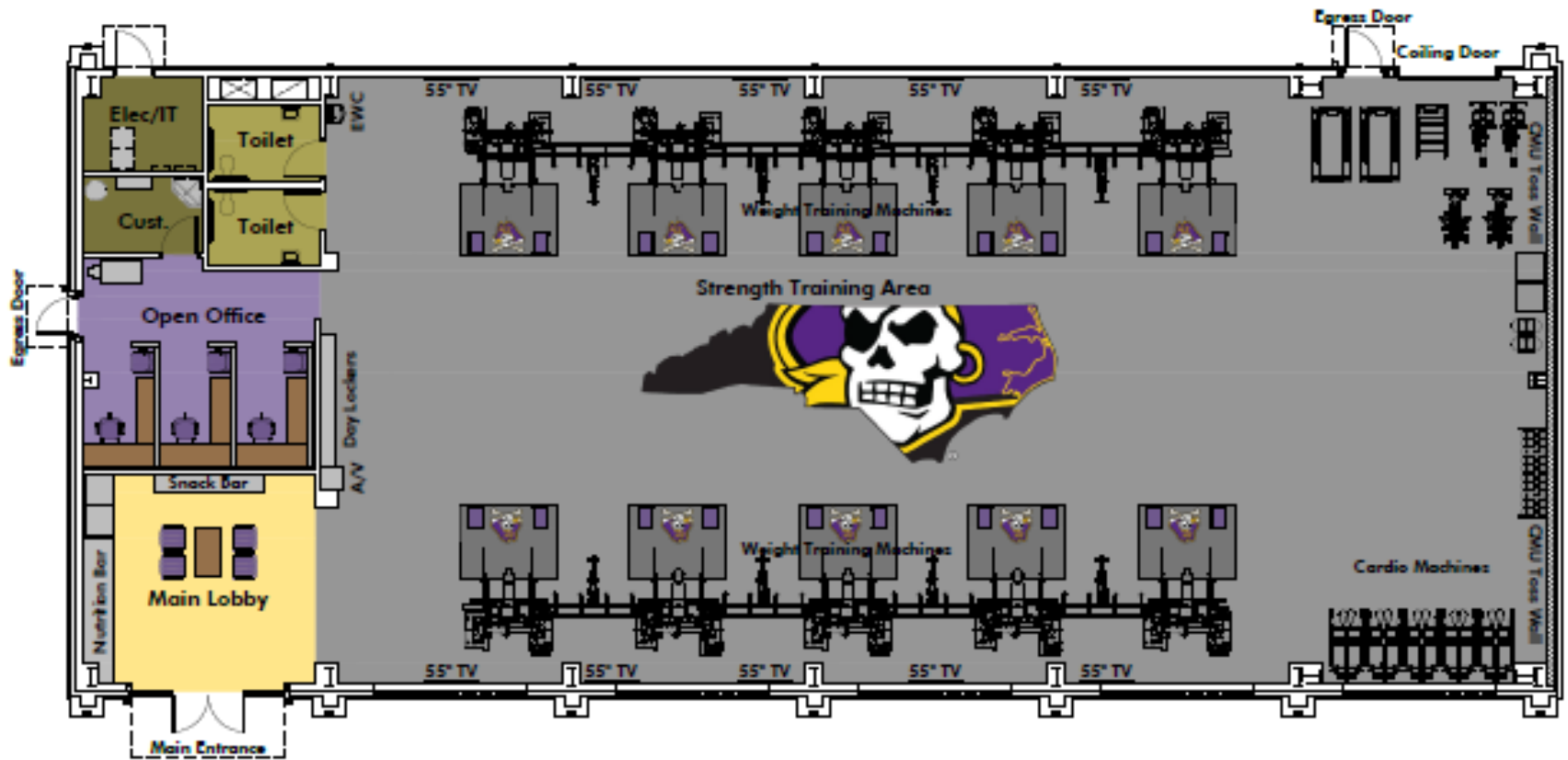




MULTI-SPORT STRENGTH TRAINING FACILITY
East Carolina University

Site Plan (with Alternate Building Extension)
03.26.21



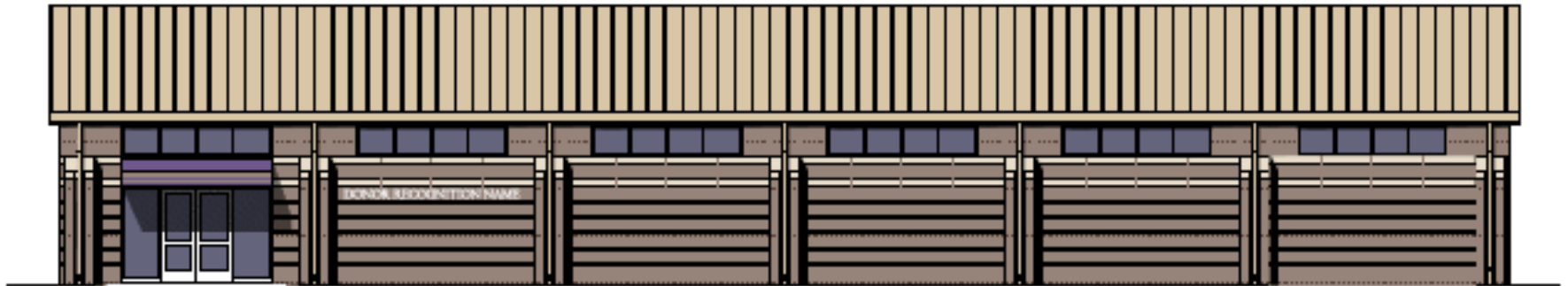


MULTI-SPORT STRENGTH TRAINING FACILITY
East Carolina University

Floor Plan
03.26.21

SCALE: 1/8" = 1'-0"





West Elevation (facing Clark-LeClair Stadium)



North Elevation (facing Dowdy-Ficklen Stadium)

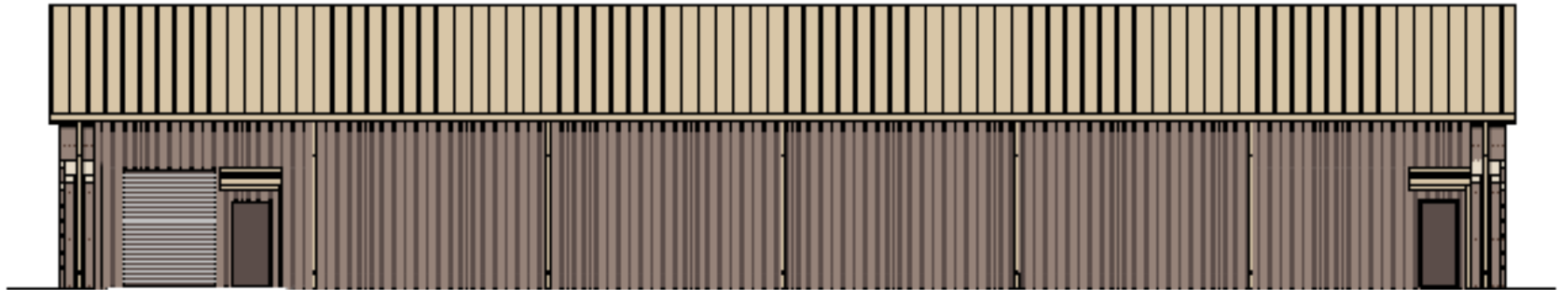


MULTI-SPORT STRENGTH TRAINING FACILITY
East Carolina University

West and North Elevations
03.26.21

SCALE: 1/8" = 1'-0"





East Elevation (facing Athletic Maintenance)



South Elevation (facing Johnson Stadium)



NEW MULTI-SPORT STRENGTH TRAINING FACILITY
East Carolina University

East and South Elevations
03.26.21

SCALE: 1/8" = 1'-0"





MULTI-SPORT STRENGTH TRAINING FACILITY
East Carolina University

Strength Training Area Interior Rendering
03.16.21





MEMORANDUM

TO: Stephanie Coleman

FROM: Kevin Carraway

DATE: April 9, 2021

SUBJECT: Request ECU Board of Trustees Approval to Lease by Acquisition ±110,000 SF of Office and Warehouse Space Located at 220 Industrial Blvd.

The Division of Administration and Finance requests ECU Board of Trustees approval to enter into a lease agreement for ± 110,000 square feet of office and warehouse space located at 220 Industrial Blvd from Elliott Sidewalk LLC. This lease will allow ECU to relocate the warehouses currently on the millennial campus being developed and historically renovated.

The annual lease rate shall be \$275,000 (\$2.50/SF) excluding janitorial and utilities. Rent shall increase annually by two and one-half percent (2.5%). The lease term shall be for ten (10) years, with no renewal options.

The proposal was publicly advertised in The Daily Reflector. We only received one bid response. The bid was received from the current Intersect East developer Elliott Sidewalk LLC.

This request was approved by the ECU Property Review Committee and performed in accordance with ECU's Real Property by Lease Delegated Flexibility Policy.


Please contact me if questions.



Office of the Provost and Senior Vice Chancellor for Academic Affairs
 210 Spilman Building | Mail Stop 501 | East Carolina University | Greenville, NC 27858-4353
 252-328-5419 office | 252-328-4010 fax

Memorandum

TO: Ms. Megan Ayers
 ECU Board of Trustees

FROM: B. Grant Hayes, Ph.D. 
 Interim Provost and Senior Vice Chancellor for Academic Affairs

Date: April 7, 2021

RE: Request for BOT Action on 2021 Recommendations for Tenure

Ms. Ayers, attached are the 2021 tenure recommendations that need to be submitted to the Board of Trustees for their consideration at the upcoming April 22-23 meeting. These actions have been approved by Chancellor Rogers. Formats are attached for the following faculty members:

Harriot College of Arts and Sciences (6)

Sungwoo Ahn – Mathematics
 April Blakeslee – Biology
 Kirstin Squint – English
 Samantha Mosier – Political Science
 Joi Walker – Chemistry
 Justin Wilmes – Foreign Languages and Literatures

College of Business (4)

Dennis Barber – Management
 Ying Liao – Marketing and Supply Chain Management
 Timothy Madden – Management
 Amanda Peterson – Accounting

College of Education (4)

Janee Avent Harris – Interdisciplinary Professions
 Karen Jones – Educational Leadership
 Tammy Lee – Mathematics, Science, and Instructional Technology Education
 Bethany McKissick – Special Education, Foundations, and Research

Memorandum to: Ms. Megan Ayers
April 7, 2021
Page 2

College of Engineering and Technology (4)

Ranjeet Agarwala – Technology Systems
Amin Akhnouk – Construction Management
James Randall Etheridge – Engineering
Brian Sylcott – Engineering

College of Fine Arts and Communication (2)

Cui Meadows – School of Communication
Jennifer-Scott Mobley – School of Theatre and Dance

College of Health and Human Performance (5)

Kirk Foster – Social Work
John Chris Mizelle – Kinesiology
Abby Schwartz – Social Work
Jeffrey Skibins – Recreation Sciences
Kevin White – Social Work

Since these recommendations require approval of the Board of Trustees before tenure may be conferred, I am requesting that these actions be placed on the agenda for consideration by the Board at their April 22-23 meeting. Each of the above recommendations have been approved by all appropriate parties, including the Chancellor.

Please let me know if you have questions about this request.

Attachments: 25 BOT Tenure Formats

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Sungwoo Ahn

Department: Mathematics School/College: Thomas Harriot College of Arts and Sciences

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 66,612 Source(s): State Funds: \$ 66,612 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Ph.D. Mathematics, The Ohio State University (Aug. 2010)
(Advisor: Professor David Terman; Co-advisor: Professor Winfried Just)
M.A.S. Statistics, The Ohio State University (Mar. 2010)
M.S. Mathematics, The Ohio State University (Dec. 2007)
M.S. Mathematics, Hanyang University, Korea (Aug. 2001)
B.S. Mathematics, Hanyang University, Korea (Feb. 1999)

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Assistant Professor in the Department of Mathematics, East Carolina University, Greenville, NC, Aug. 2015 – present
Assistant Research Professor in the Department of Mathematics, East Carolina University, Greenville, NC, Aug. 2014 – Aug. 2015
Postdoctoral Research Fellow in School of Mathematical & Statistical Sciences, Arizona State University, Tempe, AZ, Sept. 2010 – Aug. 2014
Research Assistant and Teaching Assistant in the Department of Mathematical Sciences and Center for Mathematical Biosciences, Indiana University Purdue University Indianapolis, Indianapolis, IN, (Mentor: Professor Leonid L. Rubchinsky), June 2003 – Aug. 2010

3. Scholarly & Creative Activities:

Type	Number
Book	
Edited Book	
Chapter	3
Refereed Journal Article	10
Other Journal Article	
Juried Performance/Show	
Non-Juried Performance/Show	
Other: Research Grants	2
Other: Teaching Grants	2
Other: Service Grants	2

4. Membership in professional organizations:

Korean-American Scientists and Engineers Association

5. Professional service on campus:

University Teaching Grants Committee: Fall 2019-Spring 2022

Department Graduate Committee: Fall 2019-Spring 2022

Department Undergraduate Curriculum Committee: Fall 2016-Spring 2018

Chair of Korean Faculty Interest Group: Fall 2016-Spring 2017

Advisor for Freshman Summer Orientation: June 23 and 30, 2016

Department Representative for Graduate Programs Showcase: Feb 2017

Presentation at Explore a Major Session, Summer Orientation: June 2017; June 2018; July 2019

Research and Creative Achievement Week (RCAW) Judge: Apr 2017; Mar 2018; Apr 2019

Math 3256 Course Assessment: May 2016; May 2017; Dec 2018; Dec 2019

Presenter in ECU Faculty Interest Group "Understanding and preparing teaching grant": Oct. 2019

Annual High School Mathematics Contest: Mar 2016; Mar 2017; Mar 2018; Mar 2019

6. Professional service off campus:

Referees for Peer Reviewed Journals:

Chaos, CNS & Neurological Disorders – Drug Targets, Cognitive Neurodynamics, Discrete and Continuous Dynamical Systems-Series B, Frontiers in Physics, Frontiers in Psychology, Frontiers in Systems Neuroscience, International Journal of Neuroscience, Journal of Biological Systems, Journal of Computational Neuroscience, Journal of Theoretical Biology, Journal of the Royal Society Interface, Physical Review Letters, Physical Review X, PLoS ONE

Co-organizer:

Dynamics of basal ganglia in brain disorders. Minisymposium at the SIAM Conference on Applications of Dynamical Systems, Snowbird, UT (May 2013)

Coordinator:

- 1) East-Coastal Science Education Symposium, East Carolina University (Jan. 2017)
- 2) East-Coastal College-Career Development Symposium for Natural Science, East Carolina University (Feb. 2018)
- 3) 2nd Summer Science Adventure Day (Aug. 2019)

Chair:

Local committee to host National Mathematics Competition by Korean-American Scientists and Engineers Association (Fall 2017-present)

Others:

- 1) Grader for Middle School Mathcounts (Feb 2016; Feb 2017; Feb 2019; Feb 2020)
- 2) Presenter for 2nd Summer Science Adventure Day entitled "Do you know what is inside a computer?" (Aug. 2019)

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: April M. Blakeslee

Department: Biology School/College: Thomas Harriot College of Arts and Sciences

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 76,212 Source(s): State Funds: \$ 76,212 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
 (please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Ph.D., 2007, Zoology, University of New Hampshire (UNH) (Durham, NH). Focus: Marine Ecology/Evolutionary Ecology. Advisors: James E. Byers & Michael P. Lesser.
M.A. (thesis-based), 2001, Biology, Boston University (BU) (Boston, MA). Advisor: Frederick Wasserman.
B.A., 1998, Biology, BU. Major: Marine Science (BU's Marine Program); Minor: English.

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

2015-present, Assistant Professor, Biology, East Carolina University (ECU) (Greenville, NC).
2019-present, Associate Editor, Diversity and Distributions, A Journal of Conservation Biogeography, Wiley Open Access Journal.
2018-present, Deputy Editor-in-Chief, BioInvasions Records, International Association for Open Knowledge on Invasive Alien Species (INVASIVESNET).
2018-present, Appointed US Member by NOAA, Working Group on Introduction and Transfers of Marine Organisms (WGITMO), International Council for the Exploration of the Sea (ICES).
2016-present, Associate Editor, Aquatic Invasions, INVASIVESNET.
2011-present, Research Associate, Smithsonian Environmental Research Center (SERC) (Edgewater, MD).
2010-11, 2016-17, Adjunct Instructor with Global Field Program (Summer), Miami University (Oxford, OH).
2011-2015, Assistant Professor, Biology, Long Island University-Post (LIU-Post) (Brookville, NY).
2009-2011, Postdoctoral Fellow, Marine Science Network, Smithsonian Institution.
2009-2011, NSF Postdoctoral Scholar, Faculty Institutes for Reforming Science Teaching.
2009, Instructor, Goucher College (Towson, MD).
2007-2009, Postdoctoral Fellow, Marine Invasions Lab, SERC.
2001-2003, Research Assistant, History of Marine Animal Populations, Sloan Foundation.

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	3
Refereed Journal Article	45
Other Journal Article	1
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: _____	_____
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

Graduate Women in Science (GWIS)
Sigma Xi
Coastal and Estuarine Research Federation (CERF)

5. Professional service on campus:

2020-present: Member, IDPBBC Steering Committee, ECU.

2020-present: Member, Institutional Animal Care and Use Committee (IACUC), ECU.

2018-2019: Member, Search Committee, Applied Ecologist Search, CSI, ECU.

2017-2018: Member, Search Committee, Human Coupled Natural Systems Faculty Search, ECU.

2016-2018: Graduate Committee, Biology Department, ECU. (Elected position within the department).

2017: Honors Program Scholarship Review Committee.

2015-2016 Member, Search Committee, Fisheries Biology Search, ECU.

6. Professional service off campus:

- Guest Editor and Co-Author, Proceedings of the 10th International Conference on Marine Bioinvasions, 2020. Served as co-guest editor and co-author on the special issue introduction. <https://www.reabic.net/aquaticinvasions/2020/issue1.aspx>
- Guest Editor and Lead Author, Special Issue on the Evolutionary Biology of Marine Invasions, Evolutionary Applications, 2020. Managed guest editors for the special issue and was lead author on the special issue synthesis. <https://onlinelibrary.wiley.com/toc/17524571/2020/13/3>
- Session Organizer and Moderator, Marine Evolution 2018, Center for Marine Evolutionary Biology, University of Gothenburg, Sweden, May 2018. I co-wrote a session proposal and coordinated advertising and selection of talks and posters for our session. I was involved in session organization and discussions and presented a talk at the meeting.
- Parasite Ecology Internship Mentor, Shoals Marine Lab, 2017-present. For the past three summers, I have served as mentor to undergraduate interns that are selected as part of this competitive internship program at the marine lab. The internship is 10 weeks and culminates with a public research symposium.
- Graduate Women in Science (GWIS) National Fellowships Committee, 2018-2020. For the past three years, I have been part of the organizational committee for the GWIS graduate fellowship. I help coordinate the process of finding and contacting reviewers for a subset of students that have applied for the award.
- Participant, Longitudinal Study, Faculty Institutes for Reforming Student Teaching (FIRST), 2016-2019. This three-year NSF funded study examined participants of past professional pedagogical training in undergraduate teaching (I participated as a postdoc, 2009-2010) compared to a traditionally trained faculty member to see if there are differences in student learning and outcomes. I paired with a faculty member who also taught a large undergraduate section of an introductory Biology course.
- Planning Committee and Session Chair, SERC Semicentennial Alumni Event, 2016: I was part of the planning committee that put together this event celebrating SERC's 50th year, which included over 150 alumni and current employees of SERC. I also chaired a "lightning session" of brief talks and gave a talk during one of the sessions.

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Kirstin Squint

Department: English School/College: Thomas Harriot College of Arts and Sciences

Current Rank or Title: (if applicable) Research Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$71,000 Source(s): State Funds: \$71,000 *Non-State Funds: \$-0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

Ph.D. in Comparative Literature, December 2008
Louisiana State University
Dissertation: Native Spiritualities as Resistance: Disrupting Colonialism in the Americas
Languages: English, French, Spanish

M.A. in English, December 1998
Miami University
Thesis: "Going Places," fiction

B.A. in English, May 1995
Eureka College
French minor

Central College (In affiliation with the cours de civilisation française de la Sorbonne)
September 1993-January 1994
Paris, France

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

Whichard Visiting Distinguished Professor in the Humanities, East Carolina University, Greenville, NC, 2019-2021

Associate Professor of English, High Point University, High Point, NC, 2016-2021

Assistant Professor of English, High Point University, High Point, NC, 2010-2016

Instructor of English, Southern University, Baton Rouge, LA, 2005-2010

Graduate Teaching Assistant, Louisiana State University, Baton Rouge, LA, 2003-2005

Instructor of English, Coconino Community College, Flagstaff, AZ, 1999-2003

Title 1 Language Arts Teacher, Newcomb High School, Newcomb, NM, (Central Consolidated School District, Navajo Nation), 1997-1998

3. Scholarly & Creative Activities:

Type	Number
Book	1
Edited Book	1
Chapter	4
Refereed Journal Article	5
Other Journal Article	2
Juried Performance/Show	
Non-Juried Performance/Show	
Other:Peer-Reviewed Interviews	2
Other:Other Interviews	2
Other:Book Reviews	6

4. Membership in professional organizations:

Modern Language Association (2008-present)

Society for the Study of Southern Literature (2008-present)

Association for the Study of American Indian Literatures (2009-present)

Multi-Ethnic Literature of the U.S. Association (2011-2015)

South Atlantic Modern Language Association (2012-2015)

Southern American Studies Association (2011-2012)

American Comparative Literature Association (2008-2010)

5. Professional service on campus:

Attachment K

East Carolina University Service as Whichard Visiting Distinguished Professor in the Humanities (2019-2021)

On October 21, 2020, the Whichard Visiting Distinguished Professorship hosted Dr. Cathleen Cahill, an award-winning author and Associate Professor of History at Penn State University, for a lecture via Webex, entitled "Recasting the Vote: How Women of Color Transformed the Suffrage Movement." This lecture was part of a larger celebration of the passage of the 19th amendment and women's right to vote at ECU. My role in planning Cahill's lecture included negotiating the details of her virtual visit and facilitating the online question and answer session that followed her presentation.

The Whichard Visiting Distinguished Professorship in the Humanities was scheduled to host Choctaw writer, LeAnne Howe, for a number of events on ECU's campus from March 17-March 19, 2020. On March 17th, I was planning to give my public lecture, entitled "Canon-Building and Conversations with LeAnne Howe," which would have included an onstage interview with the author. Howe was to give a reading on March 18 on campus and a presentation on March 19 about her forthcoming documentary film, Searching for Sequoyah. She was also planning visit two classrooms while at ECU taught by Professor Tom Shields and me. My role in planning Howe's visit included negotiating the details of the visit with the author, providing feedback on event marketing and logistics, and partnering Howe with appropriate professors for classroom visits. Since the University of North Carolina system shut down due to the COVID-19 pandemic the week before Howe's visit, all of the events with LeAnne Howe were cancelled.

On November 8, 2019, the Whichard Visiting Distinguished Professorship hosted a one-day training session for ECU faculty to learn how to facilitate the Reacting to the Past pedagogy, specifically the game, Greenwich Village, 1913: Suffrage, Labor, and the New Woman. We had nineteen attendees from the departments of English, History, Sociology, Music, and Communication. Attendees provided positive feedback on the training, and at least two faculty members used the role-simulation game in spring 2020 and fall 2020 classes. My job as organizer included negotiating details of the contract with the Reacting to the Past Consortium, marketing the event, giving feedback on logistical planning, and participating in the role-simulation to provide an experienced perspective.

From October 1-3, 2019, the Whichard Visiting Distinguished Professorship in the Humanities hosted Vietnamese-American writer, Monique Truong, on ECU's campus for several events. One 10/1, as part of a fundraiser for North Carolina Literary Review, I conducted a short interview with the writer, attended by university faculty and staff and local community members. The fundraiser was followed by Truong reading from her newest novel and answering questions from ECU students and community members. Over the following two days of Truong's visit, she met with students in four ECU classes taught by Professors Su-ching Huang, Liza Wieland, Margaret Bauer, and me. My role in the success of Truong's visit included negotiating the details of her contract with her literary agency, providing feedback on event marketing and logistics, and partnering Truong with appropriate professors for classroom visits.

High Point University Departmental Service (2010-2019)

Chair, Student Awards Committee, 2017-2019
Chair, Recruitment and Retention Committee, 2015-2016
Interim Co-Chair, Department of English, 2014-2015
Faculty Judge: Edward J. Piacentino Award for Scholarly Writing, 2013-2014
Assessment Committee, 2013-2014
Teaching Observation Procedure Committee, 2013-2014
Literature Major Revisions Committee, 2012-2013
Student Awards Committee, 2012-2013
Search Committee, 19th c. American Literature, 2011-2012
Search Committee, 20th c. British Literature, 2011-2012
Search Committee, 18th c. British Literature, 2011-2012
Faculty Advisor, 2011-2019

High Point University University Service (2010-2019)

Primary Investigator: Think BIG! Grant (\$30,100) to fund "Role-Immersion Games in the HPU Classroom: A Reacting to the Past Initiative." June 2018-June 2019.
Faculty Senate, College of Arts and Sciences representative, 2018-2019
Honorary Class Counselor, Class of 2019 (Provost appointed), 2015-2019
Women's and Gender Studies Program Committee, 2015-2019
University Diversity Committee, 2015-2019
Cultural Programming Committee Grant (\$2500) to fund the event "Bad Indians: A Reading by Deborah Miranda," December 2, 2015
Cultural Programming Committee Grant (\$1000) to fund the event "Choctalking on Other Realities: A Reading by LeAnne Howe," February 20, 2014
Common Experience Planning Committee, 2014-2015
Common Experience Theme Selection Committee. 2014
Think BIG! Innovation Grant (\$250), Digital Pedagogy Initiative (DPI), November 2013.
Faculty Mentor: Undergraduate Research and Creative Works Program, 2013
Faculty Judge: Big South Undergraduate Research Symposium, 2013
Honors Scholars: Standards/Best Practices Subcommittee Chairperson, 2012-2014
University Diversity Council, 2012-2013

5. Professional service on campus (continued if needed):

High Point University University Service (2010-2019 cont'd)

Cultural Programming Committee Grant (\$1500) to fund the event, "Armed with Our Language We Went to War," lecture/reading by Dr. Laura Tohe, November 1, 2012

Honors Scholars Program Committee, 2011-2014

Ad Hoc Committee for the Interdisciplinary Minor in Environmental Studies, 2011-2013

University Diversity Council, 2011-2012

Faculty Representative, Udall Scholarship, 2010-2016

6. Professional service off campus:

Modern Language Association
--Language, Literature, and Culture, Southern United States Forum Executive Committee, 2017-2022
--Chairperson, Language, Literature, and Culture Southern United States Forum Executive Committee, 2020-2021
--Secretary, Language, Literature, and Culture Southern United States Forum Executive Committee, 2019-2020
Publications Committee: Reacting to the Past Consortium, 2018-2019
Peer Reviewer: SAIL (Studies in American Indian Literature), 2018
Peer Reviewer: University of Mississippi Press, 2017, 2018
Peer Reviewer: MELUS (Multi-Ethnic Literature of the U.S.), 2013, 2017
Nomination Committee Chairperson: Society for the Study of Southern Literature, 2016
Executive Council: Society for the Study of Southern Literature, 2013-2016
Editorial Board: North Carolina Literary Review, 2014, 2019-2020
Peer Reviewer: Mississippi Quarterly, 2013
Program Committee: Society for the Study of Southern Literature, 2012-2014
Finance Committee: Society for the Study of Southern Literature, 2011-2019
Regional Executive Board: Two-Year College Association-West, 2002-2003
Nominating Committee Chairperson: Two-Year College Association-West, 2002
Nominating Committee: Two-Year College Association-West, 2001

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Samantha Mosier

Department: Political Science School/College: Thomas Harriot College of Arts and Sciences

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 69,000 Source(s): State Funds: \$ 69,000 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Ph.D. Political Science, Colorado State University, 2014

M.P.A. with a Certificate in Health Care Administration & Policy, Auburn University Montgomery, 2009

B.A. Public Affairs Tri-Subject, Huntingdon College, 2007

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Assistant Professor, Department of Political Science, East Carolina University, 2018 - Present

Assistant Professor, Department of Political Science, Missouri State University, 2014-2018

Graduate Teaching Assistant, Department of Political Science, Colorado State University, 2009-2014

Instructor, Department of Political Science, Colorado State University, 2013

3. Scholarly & Creative Activities:

Type	Number
Book	2
Edited Book	
Chapter	5
Refereed Journal Article	11
Other Journal Article	
Juried Performance/Show	
Non-Juried Performance/Show	
Other: Professional Writing	6
Other: _____	
Other: _____	

4. Membership in professional organizations:

American Political Science Association
American Society for Public Administration
Association for Politics and the Life Sciences
Food Distribution Research Society

5. Professional service on campus:

East Carolina University, Departmental Level (2018-Present)

MPA Committee (2018-Present)

Undergraduate Committee (2019-Present)

Graduate Committee (2019-Present)

Faculty Research & Development Committee (2019)

Faculty Appointment Search Committee Member

Assistant Professor/MPA Faculty Position (2018)

East Carolina University, University & Division Levels (2018-Present)

Water Resources Center Affiliate (2018-Present)

Keynote Speaker, Earth Day of Service, ECU Center for Leadership & Civic Engagement, April 2019

Panelist, Politics in Our Space: Environmental Politics, ECU Center for Leadership & Civic Engagement, February 2019

6. Professional service off campus:

Professional Associations (2014-Present)

NASPAA Dissertation Award Committee Member (2020)

ASPA Section on Public Administration Education Board Member (2019-Present)

APSA Science, Technology, and Environmental Politics

Evan Ringquist Best Paper Award, Chair (2018)

Best Paper Awards Committee, Member (2017)

Conference Discussant, Chair, or Organizer

Panel Discussant. Regulatory Issues in Environmental Policy. American Political Science Association Annual Meeting. Washington, D.C. Aug/Sept 2019.

Panel Discussant. Food Policy Poster Session. Midwest Political Science Association Annual Meeting. April 2018.

Organizer and Moderator. Barriers to and Opportunities for Bridging the Scholar-Practitioner Divide: Evidence on Scholarly Expectations and Practitioner Realities. American Society of Public Administration Annual Conference. Denver, CO. March 2018.

Panel Chair. Innovative Approaches of Local Efforts in Environment and Energy Issues. Southeastern Conference for Public Administration. Atlanta, GA. September 2014.

Peer Reviewer (Ad Hoc) for Sage, Pearson, Rowman & Littlefield, National Science Foundation, Policy Studies Journal, Food Policy, Health Policy, International Journal of Sustainability in Higher Education, Journal of American Planning Association, Journal of Planning Literature, Politics and the Life Sciences

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Joi Phelps WalkerDepartment: Chemistry School/College: Thomas Harriot College of Arts and SciencesCurrent Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment: New Faculty Appointment: Promotion: Conferral of Tenure: Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period:	Administrative Appointment:	9 mo.	<input type="checkbox"/>	12 mo.	<input type="checkbox"/>
	Faculty Appointment:	9 mo.	<input checked="" type="checkbox"/>	12 mo.	<input type="checkbox"/>

Salary: \$73,449 Source(s): State Funds: \$73,449 *Non-State Funds: \$-0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

PhD April 2011 Florida State University
MS August 1986 University of Tennessee, Knoxville
BS May 1982 Mary Baldwin College

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

Assistant Professor East Carolina University 2015 - present
Professor Tallahassee Community College 1998 - 2015
Environmental Chemist Hazardous Substance & Waste Management Research, Inc. 1995 - 1998
Crime Laboratory Analyst State of Florida, Fire and Arson Laboratory 1990 - 1995
Analytical Chemist, Chemist II Florida, Department of Agriculture, Bureau of Pesticide Residue 1989 - 1990
Laboratory Assistant Level IV Research Asst. Florida State University, Department of Chemistry 1988 - 1989
Faculty Lead Teacher New Horizons School for Science and Technology 1985 - 1988

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	2
Refereed Journal Article	13
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: Presentations/Posters	36
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

American Chemical Society, Chem Education

5. Professional service on campus:

2016-2020 Assessment Coordinator Department of Chemistry.
2018-2021 Committee Member, Graduate Program Committee.
2015-2019 Committee Member, Undergraduate Program Committee.
2019 Peer Teaching Observation, Robert McIntyre.
2018 Presenter, Faculty development workshop. Course-based Undergraduate Research Experiences – CUREs.
2017 Workshop Organizer and Presenter, XLABS: Cross-Disciplinary Practice Focused Laboratory Transformation.
2017 Workshop Presenter, Provost Fellows Program & The Office for Faculty Excellence. When to change your teaching practice and how much?
2018 Peer Teaching Observation, Timothy Romack.
2017 Peer Teaching Observation, Sambuddha Banerjee.
2017 Committee Member, Teaching instructor search.
2017 Discussant Leader, UNC System Undergraduate Research Directors Council Annual Retreat.
2016 Peer Teaching Observation, Anne M. Spuches.
2015-2020 Member, STEM Collaborative for Research in Education (2015-present)

6. Professional service off campus:

Attachment K

2020 Chair, Chemistry Education Research Committee, Division of Chemical Education, American Chemical Society.
2019 Workshop Organizer and Presenter, Preparing Students for Research: Introductory Laboratory Transformation for All Science Disciplines. Community College of Baltimore County, Maryland.
2019 Workshop Organizer and Presenter, Introductory Laboratory Transformation for All Science Disciplines. Pitt Community College. Greenville, NC.
2019 Discussant Leader, Gordon Research Conference on Chemistry Education Research and Practice.
2019 Co-Chair, Chemistry Education Research Committee, Division of Chemical Education, American Chemical Society.
2019-2023 Advisory Board Member, Rushton, G. [PI], Talanquer, V. and Cole, R. Collaborative Research: Investigating Classroom Discourse in Active Learning Environments for Large Enrollment Chemistry Courses. (Funded) IUSE program, National Science Foundation.
2018-2019 Moderator, New and Noteworthy Symposium. American Chemical Society (ACS) Spring National Meeting and Expo.
2017-2018 Moderator, Chemistry Education List Serve
2016-2018 Committee Member, Chemistry Education Research Committee, Division of Chemical Education, American Chemical Society.
2018 Invited Seminar Speaker, University of North Carolina, Wilmington, NC.
2018 Invited Seminar Speaker, Middle Tennessee State University, Murfreesboro, TN.
2018 Invited Seminar Speaker, Purdue University, West Lafayette, IN.
2017 External Evaluator, Tater, D., Sampson, V. D., and Rivale, S. Integration of Environmental Chemistry and Computing to Advance Evidence-based Reasoning, Problem Solving, and Computational Thinking in Middle School Students. (Funded). STEM+C program, National Science Foundation.
2016 Invited Participant, CURE/Inquiry Workshop. Sponsored by Research Corporation for Science Advancement and Cottrell Scholars. Chicago, IL.

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Justin Wilmes

Department: Foreign Languages and Literatures School/College: Thomas Harriot College of Arts and Sciences

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 59,223 Source(s): State Funds: \$ 59,223 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Ph.D. in Slavic Languages & Literatures, 2015, The Ohio State University
(with distinction)

M.A., Center for Slavic and E. European Studies, 2010, The Ohio State University

B.A. in Russian & B.S. in Computer Science, 2006, Miami University (Oxford, OH)
(magna cum laude)

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Assistant Professor East Carolina University 2015-present

Visiting Lecturer Wooster College (Wooster, OH) 2012

Graduate Teaching Assistant The Ohio State University 2011-2015

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	2
Refereed Journal Article	8
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: Fiction Translation	1
Other: Book and Film Reviews	12
Other: Invited Lectures	5

4. Membership in professional organizations:

Association for Slavic, East European and Eurasian Studies (2013-present)

American Association of Teachers of Slavic and East European Languages (2012-present)

Working Group on Cinema and Television in Slavic Studies (2016-present)

5. Professional service on campus:

Attachment K

Study Abroad Program to Russia "White Nights in St. Petersburg: Past & Present"
Created and led program 2016-2017, 2018-2019

Russian Studies Fundraising
(creation of Bryan Bennett Scholarship, opening of Russian Studies Priority Fund) Main Fundraiser 2016-present

Faculty Senate Alternate Senator, FLL Department, 2021-present

Honors College Faculty Advisory Committee Member 2019-present

Great Books Interdisciplinary Program Committee Member 2015-2018

Russian Studies Interdisciplinary Program Committee Member 2015-present

Honors College Admissions Applications Reviewer 2020

FL&L Committee for GC:HU Assessment of FORL Courses Member 2019-2020

Organization of Campus Lecture: "Nihilism as Refuge: Rethinking the Philosophical Dostoevsky" by Dr. Yuri Corrigan, Boston University
Organizer 2018

Organization of Campus Lecture: "Russia-U.S. Relations: Reflections on Cold War Myths & Today's Realities," U.S. Ambassador Dr. Jack Matlock
Organizer 2018

Organization of Campus Lecture: "Voices from the Post-Soviet World: Svetlana Alexievich and the Politics of Prose" by Dr. Marijeta Bozovic, Yale
University Organizer 2017

Organization of Research Symposium: "Resurgent Russia: Friend or Foe?" Organizer 2017

Organization of Campus Lecture: "Censorship and Art in the Putin Era" by Dr. Helena Goscilo, Ohio State University
Organizer 2016

ECU Global Affairs Expert Panel "Creating New Study Abroad Programs" Roundtable Presenter 2019

FL&L "Let's Talk about Pedagogy" Series lecture: "Setting the Hook: Student-Centered Approaches to Lecture and Discussion" Guest Lecturer
2019

FL&L Symposium: "Democracy and its Discontents" Roundtable Presenter 2019

FL&L Symposium: Planning Committee [IN]Voluntary Migration Around the Globe: the Good, the Bad and the Unknown" Member 2017

Russian Studies PenPal Exchange with Novosibirsk State University (Siberia) Organizer 2019-2020

Russian Studies Conversation Table Organizer 2015-present

Russian Studies Film Series Organizer 2015

Russian Studies Student Russian Club Adviser 2017-present

Russian Studies English Teaching Internship in Zvenigorod, Russia Organizer 2018-2019

Russian Studies Listserv Creator and Moderator 2016-present

Recruiting Presentations to the Annual Orientation for ECU Air Force ROTC Presenter 2017-present

Recruiting Presentations to ECU Security Studies Club, "Paths to Government Careers as a Language Specialist" Presenter 2016, 2018

Presentation to ECU Model UN: "Contemporary Poland" Presenter 2017

Curriculum Committee Proposals for new courses FORL 2220; RUSS 4700; FORL 1551; and reduced RUSI minor Lead 2016-2018

6. Professional service off campus:

Attachment K

Journal: Digital Icons: Studies in Russian, East European and Eurasian New Media Co-Editor 2016-present

Special Journal Volume for Digital Icons, "Introduction: Women and Tech in the Post-Soviet Context: Intelligence, Creativity, Transgression" Guest Editor 2019

Special Journal Volume for Studies in Russian and Soviet Cinema, "Ivan Vyrypaev: Between Theater and Film." Guest Editor 2018

Invited Guest Lecture at Duke University Slavic Department, talk titled ""The Ambiguity of the Image: Andrzej Wajda's Ashes and Diamonds as Postwar Prism" Speaker 2018

Invited Guest Lecture at Davidson College, "Country of the Deaf (1998) and the Queer Art of Failure" Speaker 2018

Invited Guest Lecture at Williams College (MA), "Projecting Social Concerns: Ethical Visions in Russian Auteur Cinema" Speaker 2015

Invited Guest Lecture at College of Wooster (Ohio), "From 'Tikhie to 'Gromkie: The Political Turn of the Russian 'New Quiet' Directors." Speaker 2015

Panel at ASEEEES Conference, San Francisco: "I Smeshno i Strashno: The Neo-Grotesque in Contemporary Russian Cinema" Organizer and Presenter 2019

Roundtable at ASEEEES Conference, Boston": "The Contested Past: Counter-histories of Recent Russian Cinema" ASEEEES Conference, Boston, MA, Organizer and Presenter 2018

Panel at ASEEEES Conference, Chicago IL: "Recent Russian Cinema: Between Political Conformity and Aesthetic Transgression" Organizer and Presenter 2017

Panel at ASEEEES Conference, Washington, D.C.: "Beyond Mosque, Church, and State: Alternative Narratives of the Nation in the Balkans" Chair 2016

Slavic and East European Journal Peer Reviewer 2017-present

Russian Literature Journal Peer Reviewer 2018-present

Russian Review Journal Peer Reviewer 2020-present

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Dennis Barber

Department: Management School/College: College of Business

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 105,000 Source(s): State Funds: \$ 105,000 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

PhD, 2013, University New Mexico
MA, 2010, University New Mexico
BSBA, 2004, East Carolina University

Family Business Advisor Certification, 2019, Galliard Institute
Entrepreneurial Mindset Facilitator, 2020, Entrepreneurial Learning Initiative

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Assistant Professor of Management
August 2017 - Present
East Carolina University

Assistant Professor of Economics
August 2014 - July 2017
Armstrong State University

Adjunct Professor
May 2013 - December 2016
DeVos Graduate School of Management

3. Scholarly & Creative Activities:

Type	Number
Book	1 (in process)
Edited Book	
Chapter	
Refereed Journal Article	17
Other Journal Article	
Juried Performance/Show	
Non-Juried Performance/Show	
Other: Blog	6
Other: Podcast	1
Other:	

4. Membership in professional organizations:

Small Business Institute
United States Association for Small Business and Entrepreneurship
International Small Business Council
Galliard Family Business Institute

5. Professional service on campus:

Miller School Steering Committee Member
August 2017 – Present

Diversity and Inclusion Action Committee Member
Fall 2020 – Present

DBA/Doctoral Degree Exploratory Committee Member
Spring 2019 – Fall 2019

Research & Creative Activity Committee Member
Fall 2018 – Present

Communicate Assessment Committee Member
Fall 2017 – Present

Patent Committee Alternate Member
Fall 2017 – Fall 2019

STEAM Research Cluster Member
Fall 2018 – Fall 2019

Judge, 3-Minute Thesis
Fall 2019

RISEUp Academy Founder and Faculty Lead
Fall 2020 - Present

Faculty Advisor, Sigma Nu Tau, Entrepreneurship Honor Society
Spring 2019 - Present

Hult Prize Volunteer
Fall 2017 - Present

Pirate Challenge Volunteer
Fall 2017 - Present

Summer Innovation Academy Volunteer
Summer 2020

6. Professional service off campus:

Managing Editor
Journal of Small Business Strategy

Curriculum Development Advisor
Experiential Entrepreneurship Curriculum
Summer 2018 - Present

Student Project Reviewer
Small Business Institute 2020 Conference

Paper Reviewer
Small Business Institute 2020 Conference

Student Project Reviewer
Small Business Institute 2019 Conference

Session Chair & Moderator
Small Business Institute 2018 Conference

Best Practices Judge
Small Business Institute 2018 Conference

Student Project Reviewer
Small Business Institute 2018 Conference

Paper Reviewer
USASBE 2020 Conference

Paper Reviewer
USASBE 2019 Conference

Paper Reviewer
USASBE 2018 Conference

Session Chair
Decision Science Institute 2017 Annual Meeting

Small Business Institute© VP – Programs Elect Spring 2020 – Present

USASBE Host Sponsor Liaison Fall 2018 – Present

USASBE Promo Video Lead Coordinator Fall 2018

USASBE Ad Hoc Programming Member Spring 2018 – Present

Small Business Institute© Marketing Committee Member Spring 2016 - Spring 2018

SEED Grant Reviewer
NC Idea

Advisory Board Member
Small Business Center at Pitt Community College

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Ying Liao

Department: Marketing & Supply Chain Management School/College: College of Business

Current Rank or Title: *(if applicable)* Associate Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: *(select all that apply)*

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
(describe) _____
 Distinguished Professorship:
(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$115,000 Source(s): State Funds: \$115,000 *Non-State Funds: \$-0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

PhD in Manufacturing Management , 2006 , University of Toledo, USA.

MS in Manufacturing Engineering , 2000 , University of Toledo, USA.

BS in Mechanical Engineering , 1999 , Tsinghua University, China.

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Tenure track , Associate Professor East Carolina University 2017 - present.

Tenured , Associate Professor Meredith College 2013 – 2017.

Tenure track , Assistant Professor Meredith College 2006 – 2013 .

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	_____
Refereed Journal Article	7 _____
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: _____	_____
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

Decision Science Institute

Production and Operations Management Society

Project Management Institute

Institute of Supply Management

5. Professional service on campus:

College of Business Scholarship Application, Reviewer, 2019 & 2020.

College of Business study abroad China program, Organizer, Summer 2020 (program canceled).

MSCM Department Personnel Committee, Member, August 2018 - present.

MSCM Department Faculty Development and Engagement Committee, Member & Vice-Chair, January 2018 - present.

MSCM Department Assessment Committee, Member, January 2018 – present.

College of Business LEAD Assessment Committee, Member & Secretary, January 2018 - present.

6. Professional service off campus:

Organizer of session titled "Global Supply Chain Management" at Production and Operations Management Society 2020 Annual Conference (Conference canceled due to COVID-19).

Organizer of Project Management Institute North Carolina Chapter meeting at ECU on March 24, 2020 (Canceled due to COVID-19).

Organizer of Project Management Institute North Carolina Chapter meeting at ECU on February 19, 2019.

Participated in a panel at Mid-career Faculty Development Consortium, Decision Sciences Institute Annual Conference, November 2019.

Reviewer for International Journal of Production Economics.

Reviewer for Journal of Manufacturing Technology Management.

Reviewer for International Journal of Productive and Performance Management.

Reviewer for American Journal of Information Technology.

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Timothy Madden

Department: Management School/College: College of Business

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 105,155 Source(s): State Funds: \$ 105,155 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
 (please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

PhD in Business Administration 2012 - University of Tennessee, Knoxville, TN
Masters of Business Administration 2008 - James Madison University, Harrisonburg, VA
Bachelors of Business Administration 2003 - James Madison University, Harrisonburg, VA

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

East Carolina University - Assistant Professor - First Appointment at ECU - Fall 2016 - Present
MGMT 4842 - Strategic Management - Fall 2016 - Present
MGMT 6722 - Strategic Management - Fall 2017 - Present

Old Dominion University - Assistant Professor - Fall 2012 - Spring 2016
MGMT 485W - Strategic Management - Fall 2012 - Spring 2016
MGMT 750 - Business Policy and Strategy - Spring 2014
MGMT 835 - Doctoral Seminar in Organization Theory - Spring 2013 - Spring 2016

University of Tennessee - Graduate Teaching Assistant - Fall 2009 - Spring 2012
MGT 402 - Strategic Management - Fall 2009 - Fall 2011
MGT 350 - Introduction to Entrepreneurship - Spring 2012
UH 100 - Chancellor's Honors Seminar - Fall 2010

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	3
Refereed Journal Article	6
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: Conference Presentations	4
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

Southern Management Association: 2009 - Present
Academy of Management: 2009 - 2017

5. Professional service on campus:

East Carolina University

Committee Service:

TVCL Graduate Committee (College)	2019 - Present
College of Business Dean's Search Committee (College)	2018 - 2019
Graduation Committee, Chair (Departmental)	2017 - Present
Library Committee (Departmental)	2016 - 2018

Non-Committee Service:

COB Open House	Fall 2020
Peer Review of Classroom Teaching	Spring 2020
Peer Review of Classroom Teaching	Spring 2020
2019 Fall COB Graduation Ceremony	Fall 2019
2019 Fall Assessment Week Kickoff Dinner	Fall 2019
Peer Review of Classroom Teaching	Spring 2019
Peer Review of Classroom Teaching	Spring 2019
DECIDE Model Lunch and Learn	Spring 2019
COB Scholarship Awards Banquet	Spring 2019
Beta Gamma Sigma Induction Ceremony	Spring 2019
Management Graduation Ceremony	Spring 2019
2018 Fall Academic Day	Fall 2018
2018 Fall Assessment Week Kickoff Dinner	Fall 2018
Taking Care of Business Major Fair	Fall 2018
Fall 2017 Graduation Ceremony	Fall 2017
Beta Gamma Sigma Induction Ceremony	Fall 2017
Pirate Entrepreneurship Challenge	Fall 2017
Spring 2017 Graduation Ceremony	Spring 2017
Peer Review of Classroom Teaching	Spring 2017
Peer Review of Classroom Teaching	Spring 2017
Peer Review of Classroom Teaching	Spring 2017
Peer Review of Classroom Teaching	Spring 2017
Peer Review of Online Teaching	Spring 2017
Chancellor's Installation Ceremony	Spring 2017
Target Case Competition - Presentations	Spring 2017
Target Case Competition - Kickoff Event	Spring 2017
ECU Excels	Spring 2017

6. Professional service off campus:

Southern Management Association	
Communications Co-coordinator (Appointed Board Position)	2015 – Present
Pre-doctoral Consortium Panelist	2012 – 2020
Reviewer	2008 – 2020
Best Paper Committee Member (Management Education Track)	2016 – 2019
Best Paper Committee Member (Strategic Management Track)	2013, 2015, 2018
Best Doctoral Paper Committee Member (Management Education Track)	2018
Best Doctoral Student Paper Committee Member (Strategic Management Track)	2018
Session Facilitator	2009 – 2019
Academy of Management Annual Meeting	
Reviewer	2009 – 2017
Ad-hoc Journal Reviewing	
Group and Organization Management	2019 – Present
Journal of Management Education	2017 – Present
Entrepreneurship Theory and Practice	2015
Ethical Perspectives	2014
Business and Society	2013
Dissertation Committees	
Michael Litano – Outside committee member – Work family engagement and LMX	2017
Craig Morehead – Outside committee member – Stakeholder engagement in ticket pricing	2016
Serdar Turedi – Outside committee member – Organizational ambidexterity in supply chains	2016
Veselina Vracheva – Committee member – Three essays on the enterprise strategy of the firm	2014
Thomas Weber – Committee member – Two essays on organizational caring and performance	2014

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Amanda Peterson

Department: Accounting School/College: College of Business

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 137,100 Source(s): State Funds: \$ 137,100 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Ph.D. in Accounting, Rutgers, the State University of New Jersey, Newark, NJ, 2014
B.S. in Accounting, Old Dominion University, Norfolk, VA, 2006

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Assistant Professor, East Carolina University, Greenville, NC, August 2014 - present
Teaching Instructor, East Carolina University, Greenville, NC, August 2013 - August 2014
Adjunct Faculty, Old Dominion University, Norfolk, VA, May 2013 - August 2013
Instructor, Rutgers, the State University of New Jersey, Newark, NJ, May 2010 - May 2013
Teaching Assistant, Rutgers, the State University of New Jersey, Newark, NJ, August 2009 - May 2010

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	_____
Refereed Journal Article	5
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: _____	_____
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

American Institute of Certified Public Accountants, 2007 – present
American Accounting Association, 2011 – present
American Accounting Association Government and Nonprofit Section, 2013 – present

5. Professional service on campus:

President and Faculty Advisor, Beta Gamma Sigma, 2018 – present
Member, Graduate Curriculum Committee, Accounting Department, 2018 – present
Member, Library Committee, College of Business, 2019 – present
Chair, Faculty Recruitment Committee, Accounting Department, 2017 – present
Member, Internship Committee, College of Business, 2017 – 2019
Member, Faculty Engagement Committee, Accounting Department, 2017 - 2018
Treasurer, Beta Gamma Sigma, 2015 – 2017
Interviewer, ECU Business Honors Scholarships, 2014

6. Professional service off campus:

Ad Hoc Reviewer, Journal of Accounting and Public Policy, 2020
Discussant, American Accounting Association Government and Nonprofit Midyear Meeting, 2020, 2016, 2014
Discussant, American Accounting Association Conference of the Public Interest Section, 2015
Discussant, American Accounting Association Annual Meeting, 2017, 2016, 2014
Reviewer, American Accounting Association Annual Meeting, 2014 – 2020
Reviewer, American Accounting Association Government and Nonprofit Midyear Meeting, 2013 – 2020
Reviewer, American Accounting Association Conference of the Public Interest Section, 2015
Ad Hoc Reviewer, Journal of Government and Nonprofit Accounting, 2015, 2014

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Janeé Avent Harris

Department: Interdisciplinary Professions School/College: College of Education

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 69,103 Source(s): State Funds: \$ 69,103 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
 (please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Degree / Date Conferred / Institution / Status
PhD, Counseling and Counselor Education / May, 2013 / The University of North Carolina at Greensboro / Completed
MS, Clinical Mental Health Counseling / May, 2010 / The University of North Carolina at Greensboro / Completed
BS, Psychology / May, 2008 / The University of North Carolina at Chapel Hill / Completed

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Position / Rank / Dates of Appointment
East Carolina University, College of Education, Department of Interdisciplinary Professions / Assistant Professor / 2016 - present
The University of Texas at San Antonio, College of Education, Department of Counseling / Assistant Professor / 2013 -2016

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	_____
Refereed Journal Article	17
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: Journal Articles Accepted	2
Other: Presentations	18
Other: _____	_____

4. Membership in professional organizations:

Organization / Scope
American Counseling Association / National
Association for Counselor Education and Supervision / National
Southern Association for Counselor Education and Supervision / Regional
North Carolina Counseling Association / State

5. Professional service on campus:

Attachment K

Unit: College of Education

Committee or Organization / Role on Committee / Dates of Service

College of Education Diversity Committee / Member, Helps plan and implement activities related to increasing education and awareness related to culture and diversity within the COE / 2018 - 2020

Scholarship Review Committee / Member, Reviews and scores scholarship applications for COE / 2017, 2018

Division: Department of Interdisciplinary Professions/Counselor Education

Committee or Organization / Role / Dates of Service

Counselor Education Program / Program Coordinator, Duties and responsibilities include: Oversight and review of the unit program's graduate curriculum. Overseeing recruitment and unit admissibility decisions in consultation with unit graduate faculty or graduate faculty committees, as may be specified by the unit code. Administering the admission of applicants to the program and responding to routine requests for program information and applications. Serving as liaison between the department, college, graduate school, and any other such agencies with which the graduate program comes into contact. Scheduling and overseeing advising, qualifying examinations (written and oral, as appropriate), and conflict resolutions involving graduate students. Scheduling and conducting graduate faculty and/or graduate committee meetings.

Last revision May 13, 2020 12. Responding to routine requests for program information and applications. Maintaining files for each graduate student. Assisting the unit chair and working with (graduate) faculty/graduate committee in program review, program assessment, allocation of resources, curriculum development, student assessment, and graduate faculty rank/status. Coordinating publication on the availability of graduate scholarships and the selection of awardees. Reviewing and signing official forms required by the Graduate School. Certifying final degree checks. Attending the Graduate School's meetings of the Graduate Program Directors and Coordinator (Graduate Program Directors Handbook) / Fall 2020 - present

Counselor Education Program / Admissions Director / Organized and planned Interviews for Spring 2017. Currently organizing and planning interviews during Spring 2018 for students to be admitted Summer/Fall 2018. / Fall 2016 - present

Chi Sigma Iota, Rho Omega Chapter / Co-Faculty Advisor / Serve as co-faculty advisor (along with Dr. Leigh Atherton) overseeing students in Chi Sigma Iota. During 2016 - 2017 we planned and held two induction ceremonies. / Spring 2017 - present

Counselor Education Program / Testing and Assessment Coordinator / Helps manage testing for counselor education students. Also helps to organize and facilitate assessment reporting for the Counselor Education program. / Fall 2019 - present

Counselor Education Program / Clinical Experiences / Coordinator Search Committee. Served on search committee. Successfully hired for this position. / 2018

University-wide

Committee or Organization / Role on Committee / Dates of Service

Office of Equity and Diversity Work Group / Member / Spring 2020 – Present

Service Learning Committee (Faculty Senate Committee) / Member / Fall 2018 – Spring 2020

Emerging Scholars Faculty Panel / Panel Member / November 14, 2019

Student Scholarship Committee (Faculty Senate Committee) / Member / 2017-2018

6. Professional service off campus:

Committee or Organization / Role on Committee / Dates of Service

American Counseling Association, Anti-Racism Task force / Member / Summer 2020 - present

Association for Spiritual, Ethical, and Religious Values in Counseling Board / Board Member (elected) / Attends board meetings; helps to steer the direction of the organization; supports efforts to increase education and support to counselors and organization members in effectively and ethically managing spirituality, religion, and ethics in counseling. / June 2019 - present

Association for Spiritual, Ethical, and Religious Values in Counseling / Spiritual Competencies Research task force, Working with task force to lead the field in completing research on the ASERVIC Competencies. The Task force is currently applying for external funding to support this work and have made it through the first round of the Templeton application process. / Fall 2018 - present

Counseling and Values Journal / Editorial Board Member / Provides peer review(s) for manuscripts submitted to Counseling and Values journal. / Fall 2019 - present

Journal of Creativity in Mental Health Editorial Board / Editorial Board Member, I review approximately one manuscript per month. / 2014-2019

Association for Counselor Education and Supervision / Conference Program Reviewer, Provided peer-review for conference proposals for national conference. / 2017

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Karen D. Jones

Department: Educational Leadership School/College: College of Education

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 70,061 Source(s): State Funds: \$ 70,061 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Ph.D. Education - School Improvement, Texas State University, December 2013
MEd Education - Curriculum & Instruction, Texas State University, August 2002
B.S. Communication Studies, University of Texas at Austin, December 1999

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Assistant Professor, East Carolina University, 2015 - present
Adjunct Faculty, Texas State University, 2014-2015

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	6
Refereed Journal Article	6
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: Grant from External Funding	1
Other: Conference Presentations	14
Other: _____	_____

4. Membership in professional organizations:

North Carolina Professors of Educational Leadership, President
North Carolina Association of School Administrators, Board Member
American Educational Research Association
Association for Supervision and Curriculum Development

5. Professional service on campus:

University Unit Code Screening Committee
College of Education Assessment and Accreditation Committee
College of Education Code Committee, Vice Chair
Department of Educational Leadership Master of School Administration Program Coordinator
Department of Educational Leadership Master of School Administration Curriculum Committee
Department of Educational Leadership Master of School Administration Interview Committee
Department of Educational Leadership Glatthorn Dissertation Award Committee Chair

6. Professional service off campus:

North Carolina Professors of Educational Leadership, President
North Carolina Association of School Administrators, Board Member
Journal of Cases in Educational Leadership Reviewer
University Council for Educational Leadership Session Chair
University Council for Educational Leadership Reviewer

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Tammy D. Lee

Department: Mathematics, Science, & Instr Tech Edu School/College: College of Education

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 72,486 Source(s): State Funds: \$ 72,486 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
 (please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

Ph.D. Science Education North Carolina State University May, 2015
MAEd Science Education East Carolina University December, 2003
Bachelor of Science in Education Elementary Education May, 1994

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

Assistant Professor, Elementary Science Education; Department of Mathematics, Science, and Instructional Technology Education, College of Education, East Carolina University (2015- current).

Teaching Instructor, Department of Mathematics, Science and Instructional Technology Education, College of Education, East Carolina University (2005 - 2015).

Lead Coordinator, Elementary Science Concentration; Department of Mathematics, Science and Instructional Technology Education. College of Education, East Carolina University (2011-2012).

Director of East Carolina University Summer Science Camp, College of Education, East Carolina University (2006-2015).

Project manager of FoodMASTER Initiative, College of Human Ecology and Department of Mathematics, Science and Instructional Technology Education, East Carolina University (August 2008-2012).

K-5 Science Facilitator for North Carolina Partnerships for Improving Mathematics and Science (NC PIMS), National Science Foundation Grant, University of Chapel Hill, General Administration, (2003-2005).

Second grade teacher, G.R. Whitfield Elementary, Pitt County Schools (1995-2003).

Kindergarten teacher, Belvoir Elementary, Pitt County Schools (1994-1995).

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	1 _____
Refereed Journal Article	15 _____
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: Funded Grants	7 _____
Other: Research Presentations	35 _____
Other: _____	_____

4. Membership in professional organizations:

North Carolina Science Teachers Association (1999-current)
 National Science Teachers Association (1999-current)
 North Carolina Science Leadership Association (1999-current)
 National Research of Science Teaching (2009- current)
 Association of Science Teacher Education (2012-current)

5. Professional service on campus:

University Service

University Environmental Committee (2019-current)
University Assessment Coordinator (2018-current)
Elementary Science Representative for ECU Community School (2017-current)
Library Committee (2015-2017)

College and Department Service

Search Committees

Mursion Coordinator Position (2020)
Chair Science Education Tenured Track (2019)
AIG Elementary/Middle Grades Tenured Track (2017)
Assistant Dean for Research Innovation and Strategic Initiatives (2017)
Mathematics Education Tenured Track (2016)
Chair Science Education Fixed Term Faculty (2013)
Assistant Director of STEM Center (2013)

College Committees

CAEP Representative for MAED Science Education (2018-current)
College of Education Advisory Committee (2019-current)
Chair Research Committee for College of Education (2018-current)
Executive Advisory Board (2014)
Council of Teacher Education (2007-2009)
Evaluation and Planning (2008-2009)
Policy Committee (2008-2009)

Department Committees

Personnel Committee (2015-currently)
Faculty Advisor Science Education Club (2007-2016)
Curriculum Committee (2013-2014)

Science Education Program Area

Co-Program Coordinator for Science Education program (2018-current)
Assessment Coordinator for Graduate MAEd Science Education program (2018-current)

6. Professional service off campus:

National and International Professional Service

National Leadership

The Association for Science Teacher Education Member of the Long-Range Planning Committee (2015- 2017)

National Science Teachers Association (2009-2012) Responsibilities: NSTA Standing Committee, Panel or Advisory Board: Committee on Preservice Teacher Preparation (3-year appointment).

Mini-Symposium for Learning Mathematics and Science (2012) Invited panelist.

Reviewer

Reviewer of Our Changing Environment: Natural Hazards, Grade 2 (STEM Road Map for Elementary School) (2018). Book Review. NSTA Press.

Reviewer of Manuscripts for The International Journal of Science Education (2015-2019)

Reviewer of Manuscripts for Journal of Science and Technology (2015-2019)

Reviewer of Manuscripts for Teaching and Teaching Education (2015-2018)

Reviewer of proposals for National Research of Science Teaching (2013-2017)

State Leadership

North Carolina Science Leadership Association Elected Officer Director-at-Large (2016-2019)

North Carolina Science Teachers Association (2009-2012) Responsibilities: Elected District 1 Director Representative for Eastern North Carolina. Served as chairperson for the Study Grants Committee awarding teachers grant monies for special projects (2005-2008). Assisted in the organization of the North Carolina Teachers Association Conference (2004-2007) and Regional National Science Teachers Conference (2008 Charlotte) As District Director responsible for organizing Drive In conferences for our districts.

Presidential Selection Committee (2010-2017) Selected by the NC Department of Education to serve as a reviewer for selecting the Presidential Award winner for Excellence in Mathematics and Science Teaching.

Development Team of the New Essential Science Standards Elementary (2009) Invited to serve as reviewer and advisor for the development of the New Essential Science Standards for Elementary.

Reviewer of Curriculum Units (August 2007-July 2008) Selected as a reviewer for North Carolina Department of Public Instruction of K-5 Science Curriculum Units.

Designed Professional Development Modules (2007) Created and implemented professional development modules for fourth and fifth grade teachers focusing on physical, earth, and life sciences. Department of Public Instruction

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Bethany McKissick

Department: Spec Ed, Foundations, & Research School/College: College of Education

Current Rank or Title: (if applicable) Associate Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 73,000 Source(s): State Funds: \$ 73,000 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
 (please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

Degree / Date / Confirmed Institution

Ph.D. / May 2012 / University of North Carolina at Charlotte

M. S. / August 2009 / University of Kentucky

B.S. / May 2004 / University of Kentucky

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

Position / Location / Dates

Associate Professor / East Carolina University / August 2018-present

Associate Professor / Mississippi State University / March 2018-August 2018

Faculty Coordinator and Major Professor of Masters of Arts in Teaching-Special Education Program (MATX) / Mississippi State University / August 2015-2018

Assistant Professor / Mississippi State University / August 2012-March 2018

Graduate Research Assistant, General Supervision Enhancement Grant / University of North Carolina at Charlotte / August 2011-May 2012

Adjunct Faculty / University of North Carolina at Charlotte / August 2011-May 2012

Graduate Research Assistant, Project MASTERY / University of North Carolina at Charlotte / August 2009-July 2011

Special Education Teacher / Woodford County High School / August 2004-May 2008

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	6
Refereed Journal Article	15
Other Journal Article	2
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: _____	_____
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

<p>American Council of Rural Special Education (ACRES)</p> <p>Council for Exceptional Children (CEC) Division for Autism and Developmental Disabilities (DADD) Teacher Education Division (TED) Division for Culturally and Linguistically Diverse Exceptional Learners (DDEL)</p> <p>National Center for Faculty Development & Diversity</p> <p>North Carolina Council for Exceptional Children (NC CEC)</p> <p>The Association for Persons with Severe Disabilities (TASH)</p>

5. Professional service on campus:

East Carolina University

2020- present, ECU Student Academic Appellate Committee

2020-present, SEFR Leadership Committee

2019- present, SEFR Recruitment and Retention Committee

2019-present, NC Inclusion Summit Planning Committee

2018- present, College of Education Scholarship Scorer Committee

2018-present, College of Education Scholarship Selection Committee

Mississippi State University

2014-2018, CISE Distance Education Committee

2014-2018, College of Education Assessment Committee

2014-2018, CISE Scholarship Committee

2016-2017, Starkville-Oktibbeha Consolidated School District/Mississippi State University Steering Committee

2013-2015, National Council for Accreditation of Teacher Education, Standard 2 Committee

2013-2015, National Council for Accreditation of Teacher Education, Standard 4 Committee

2013-2015, College of Education Diversity Committee

2013-2015, CISE Diversity Committee

2012-2013, CISE 2020

6. Professional service off campus:

2019, Appointed Member, Council for Exceptional Children Diversity Committee

2018, Reviewer, American Council on Rural Special Education conference proposals

2017-2018, President, Mississippi Council for Exceptional Children

2017, Volunteer, Camp Jigsaw, Starkville, MS.

2016-2017, President Elect and Conference Chair, Mississippi Council for Exceptional Children

2016, Volunteer, Camp Jigsaw, Starkville, MS.

2016, Reviewer, Council for Exceptional Children's Teachers Education Division conference proposals

2016, Creator and Chair, Transition-based Education and Advocacy (TEAM) Fair; planned, implemented, and secured funding

2015-2016, Core Group Member, State Systemic Improvement Plan (SSIP), Mississippi

2015-2016, Vice President, Mississippi Council for Exceptional Children

2015, Reviewer, Council for Exceptional Children's Division of Research Student Research Award in Single Case Design Studies

2015, Creator and Chair, Center for the Advancement of Service-Learning Excellence, Mississippi State University; supervised and secured funding for TEAM (Transition-based Education and Advocacy in Mississippi) Fair.

2014- 2018, Faculty Advisor, Mississippi State University Council for Exceptional Children

2013-2016, Mississippi State University, Teacher Education Council

2012, Program Evaluator, William Carey M.Ed. Dyslexia Program, Mississippi College, Clinton, MS

2011, Reviewer, Council for Exceptional Children conference proposals

2011, Volunteer, North Carolina Association for Behavior Analysis, Charlotte, NC

2010, Volunteer, North Carolina Association for Behavior Analysis Conference, Winston-Salem, NC

2009, Volunteer, Teacher Education Division of Council for Exceptional Children Conference, Charlotte, NC

2008, Invited Panelist, Alternate Assessment Standards Committee, Kentucky Department of Education, Louisville, KY.

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Ranjeet Agarwala

Department: Technology Systems School/College: Engineering & Technology

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:
(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 79,109 Source(s): State Funds: \$ 79,106 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

College/University	Major	Degree & Year
North Carolina State University	Mechanical Engineering	PhD, 2014
Texas A&M University, Kingsville	Mechanical Engineering	M.S, 2000
Bangalore University	Mechanical Engineering	B.S, 1997
Certifications and licensures		
AutoCAD Certification		
Sun Certified Java Programmer		

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

2015-Present: Assistant Professor
Department of Technology Systems, College of Engineering and Technology, East Carolina University

2005–2015: Teaching Instructor
Department of Technology Systems, College of Engineering and Technology, East Carolina University

2001–2005: Lecturer
Department of Mechanical Engineering, College of Engineering, Texas A&M University-Kingsville

1998–2000: Teaching Assistant
Department of Mechanical Engineering, College of Engineering, Texas A&M University-Kingsville

3. Scholarly & Creative Activities:

Type	<u>Number</u>
Refereed Journal Articles	<u>9</u>
Refereed Articles in Proceedings	<u>21</u>
Research Presentations	<u>19</u>
Number of External Grants Application <i>Team</i> <i>Role: Either PI, CO-PI, or Investigator</i>	<u>24</u>
Number of Awarded External Grants <i>Team Role: Either PI, CO-PI, or Investigator</i>	<u>5</u>
Dollar value of Awarded External Grants <i>Team</i> <i>Role: Either PI, CO-PI, or Investigator</i>	<u>\$2,792,300.00</u>
Number of Awarded External Grants <i>Team Role: PI</i>	<u>3</u>
Dollar value of Awarded External Grants <i>Team</i> <i>Role: PI</i>	<u>\$242,300.00</u>
Number Internal Grants Awarded <i>Team Role: Either PI, CO-PI</i>	<u>3</u>
Dollar value of Internal Grants Awarded <i>Team</i> <i>Role: Either PI, CO-PI</i>	<u>\$20,200.00</u>
Number of Research Awards: ECU University Scholar(once), College of Engineering and Technology Research Award (twice)	<u>3</u>

4. Membership in professional organizations:

1. American Society of Engineering Education (ASEE).
 - Engineering Design Graphics Division
 - Energy Conversion and Conservation Division
 - Engineering Technology Division
 - Manufacturing Division
 - Mechanical Division.
2. Member of Epsilon Pi Tau (EPT)

5. Professional service on campus:

University

- 2020-Present: University Teaching Grants Committee
- 2018-Present: Faculty affiliate of the Natural Resources and Energy
- 2019-Present: Faculty affiliate of STEM Collaborative for Research in Education (CoRE)
- 2017-Present: Miller School of Entrepreneurship Steering Committee Member
- 2016-2020: ECU Patent Committee: Member
- 2016: Office of Global Affairs, International Potluck dinner Planning Committee: Member
- 2009-2010: RCAW International Scholars Symposium: Chair
- 2006-2012: Office of Global Affairs, International Faculty and Staff Committee: Member

Division

- 2019-2020: CET Undergraduate Research Program Development Committee.
- 2016-2017: Center for Sustainability Research Director Position: Search Committee-Chair
- 2016-2017: Center for Sustainability Symposium Steering Committee: Member
- 2006-2007: Laboratory and Safety Committee: Member

Unit

- 2020 Fall: Appointed Program Coordinator for the Design Program
- 2007-Present: Advanced Manufacturing Lab: Coordinator
- 2007-Present: Thermal and Fluid Systems Lab: Coordinator
- 2018-2019: Represented the Department in the Development of the Innovation Lab between CET and College of Business.
- 2018, 2017, and 2016: Organized Design Advisory Board Meetings
- 2016-2017: Member of IET Faculty Search Committee
- 2016-2017: Member of IDIS Faculty Search Committee

6. Professional service off campus:

Attachment K

Regional

- 2017, 2016, 2015: Advanced Manufacturing North Eastern Career Pathways committee

Offices held

- American Society of Engineering Education (ASEE): Engineering Design and Graphics Division (EDGD) – 2020 ASEE EDGD Conference Co-Chair

Items reviewed, refereed, or juried

1. 2019-2020:

- Reviewed Journal Article: Ocean Energy, Robust adaptive reference model control of nonlinear wind-induced oscillations of floating offshore wind turbine blade in finite time Ocean Engineering.
- Reviewed Journal Article: Applied Sciences, Low-Speed Bearing Fault Diagnosis Based on Permutation and Spectral Entropy Measures.
- ASEE-EDGD- ASEE 2020 Co-Chair (Co managed 36 papers)
- Served as a moderator for the ASEE-2020 EDGD presentation (June 2020)
- Served as a moderator for the ASEE-2019 ETD presentation (Tampa, June 2019)

2. 2018-2019

Reviewed paper for the 2019 ASEE Annual Conference & Exposition

- Solar Powered Aquaponics: Modeling Real World Solutions through Engineering Technology
- Engineering STEM: Using IoT and Energy Management to Build Interest in Engineering at the Secondary Education Level
- Study of Hydraulic Losses in Gravity-Driven Pipe Flow: An Exercise Combining Theory and Experiment for Engineering Technology Students
- Developing Communities of Practice through Peer Mentorship in Making through Micro Manufacturing Model
- Design and Development of Small-Scale Vertical Axis Wind Turbine – An Undergraduate/Graduate Research Experience

3. 2016: Reviewed paper for the Journal of Composite Materials. Title-Hybrid Flexural Components: Testing Pre-stressed steel and GFRP bars together as reinforcement of flexural members

4. 2015: Reviewed for the Society of Automotive Engineers. Title-Computational Aero-Acoustics Simulation of Automotive Radiator Fan Noise.

Consultantships (all paid)

1. 2019-2020:

- United States Marine Core: Additive Manufacturing Training
- BSH, Craven County, GD&T Training

2. 2016-2017:

- West Pharmaceuticals, Lenoir County, PLC Training
- Anne's House of Nuts, Martin County, PLC Training
- NWL Capacitors, Greene County, GD&T Training

3. 2015-2016:

- Cummins Diesel, Whitakers, NC. CAD Training.
- Penco, Martin Community College, SolidWorks Training

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Amin K. Ahknouhk

Department: Construction Management School/College: Engineering & Technology

Current Rank or Title: (if applicable) Associate Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$85,000 Source(s): State Funds: \$85,000 *Non-State Funds: \$-0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

Ph.D. University of Nebraska-Lincoln, Nebraska, United States of America, Construction Engineering, December 2008
M.Eng. Kansas State University, Kansas, United States of America, Civil Engineering, August 2005
B. Eng. Cairo University, Cairo, Egypt, Civil Engineering, May 1997

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

08/2017 – Present Associate Professor, East Carolina University, Greenville, NC, USA
08/2013 – 07/2017 Associate Professor, University of Arkansas at Little Rock, Little Rock, AR, USA
01/2009 – 07/2013 Assistant Professor, University of Arkansas at Little Rock, Little Rock, AR, USA
08/2005 – 12/2008 Research Assistant, University of Nebraska-Lincoln, Lincoln, NE, USA
01/2004 – 07/2005 Research Assistant, Kansas State University, Manhattan, KS, USA
09/1997 – 12/2003 Project Engineer, Project Manager in Orascom-Contract (Egyptian-American JV) Company, Cairo/Dubai Based

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	_____
Refereed Journal Article	_____
Other Journal Article	1
Juried Performance/Show	1
Non-Juried Performance/Show	3
Other: <u>Conference publications</u>	1
Other: <u>Abstract</u>	16
Other: <u>External Grants</u>	2
Other: <u>Internal Grants</u>	4
Other: <u>Travel Grants</u>	2
Other: <u>Research Reports</u>	3
Other: <u>Research Presentations</u>	4
	16

4. Membership in professional organizations:

Licensed Professional Engineer, State of Arkansas, USA (License # 14683)
 Licensed Professional Engineer, Cairo, Egypt
 The American Institute of Constructors (AIC), Certified Associate Constructor
 American Society of Civil Engineers (ASCE), Member
 Precast/Prestressed Concrete Institute (PCI), Member
 American Concrete Institute (ACI), Member
 Associated Schools of Construction (ASC), Member
 International Road Federation (IRF Global), Member
 American Institute of Steel Construction (AISC), Member
 Sigma Lambda Chi Honor Society

5. Professional service on campus:

CMGT Undergraduate Curriculum Committee, Member
CMGT Graduate Curriculum Committee, Member.
CMGT Faculty Search Committee, Member
CMGT Undergraduate Curriculum Review Task Force, Chair
CMGT Research Committee, (Current Chair, Member (2017-2019))
CMGT Department-Industry Advisory Board Liaison
CMGT Assessment Committee, Member
ECU Diversity Committee, Member
ECU Unit Code Screening Committee, Member
Led the CMGT Summer 2019 Study Abroad Program to Italy and the Netherlands (21 students)
Participate/serve in CMGT department events including Open House, Student Graduation, Induction to Honor Societies
Participate/serve in college and university events including Science Olympiad Judging and International House Coffee Hours for International Students
Developed the proposal for establishing the Bachelor of Science (B.S.) Degree in Construction Engineering
Volunteering as judge for ECU Regional Science Olympiad

6. Professional service off campus:

Technical reviewer for national and international conferences

Technical co-chair of the First Joint International Conference on Design and Construction of Smart City Components, Cairo, Egypt (2019)

Reviewer for the following journals:

ASCE Bridge Journal

Elsevier Journal of Construction and Building Materials

Journal of Particulate Science and Technology

ASC International Journal for Construction Education and Research

ACI Materials Journal

Board Member of the International Road Federation Educational Fund (IREF)

Member of the IRF World Meeting Organizing Committee, Dubai (2018, 2021)

Session Chair at the International Road Federation R2T Convention, Las Vegas, USA (2018, 2019)

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: James Randall Etheridge

Department: Engineering School/College: Engineering & Technology

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$82,537 Source(s): State Funds: \$82,537 *Non-State Funds: \$-0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
 (please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

PhD	Biological and Agricultural Engineering	North Carolina State University	2013
MBAE	Biological and Agricultural Engineering	North Carolina State University	2010
BS	Biological Engineering	North Carolina State University	2008

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

Assistant Professor, Department of Engineering, Center for Sustainable Energy and Environmental Engineering, East Carolina University, Greenville, NC (August 2015 to present)

Agricultural Engineer, Southwest Florida Water Management District, Sarasota, FL (December 2013 to July 2015)

Visiting Researcher, Finnish Environment Institute (SYKE), Helsinki, Finland (October 2009 to May 2010)

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	_____
Refereed Journal Article	18
Other Journal Article	1
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: _____	_____
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

2

5. Professional service on campus:

25

6. Professional service off campus:

22

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Brian Sycott

Department: Engineering School/College: Engineering & Technology

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 82,592 Source(s): State Funds: \$ 82,592 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

Ph.D. Mechanical Engineering. May 2013, Carnegie Mellon University Pittsburgh, PA

M.S. Mechanical Engineering, May 2010, Carnegie Mellon University Pittsburgh, PA

B.S. Mechanical Engineering, May 2006, Carnegie Mellon University Pittsburgh, PA

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

Aug 2015 - Present, Assistant Professor, East Carolina University (First appointed Aug 2015)

Aug 2015 - Jul 2015, Visiting Assistant Professor, Bucknell University

Oct 2013 - Jul 2015, Engineering Consultant, Small Business Development Center, Lewisburg, PA

Jul 2007 - Aug 2008, Senior Analyst, Technology Management Services, Pittsburgh, PA

Jun 2006 - Jun 2007, Domestic Crude Schedule, ExxonMobil, Fairfax, VA

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	_____
Refereed Journal Article	6
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: <u>Articles Under review</u>	2
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

Professional Member, National Society of Black Engineers (NSBE)
Professional Member, American Society of Mechanical Engineers (ASME)
Professional Member, American Society for Engineering Education (ASEE)

5. Professional service on campus:

Attachment K

Co-Chair, Design 4 Disability Product Design Subcommittee, Fall 2020 – Present

-Oversee the product design activities carried out by the D4D initiative.

Mentor, Horizon Living Learning Community, Spring 2019 – Present

-Serves as a mentor for students in ECU's entrepreneurship-based LLC.

Judge, Research & Creative Achievement Week, As needed

-Reviews posters and presentations for ECU's annual student research showcase.

Research Mentor, Research Experiences for Undergraduates (REU), As needed

-Supervises undergraduate students working on research through ECU's REU program

Ideation Champion, College of Engineering & Technology, ECU, Fall 2019 – Present

-Organizes and hosts the collegewide pitch competition.

Industry Liaison, College of Engineering & Technology, ECU, Fall 2018 – Present

-Works with industry partners to bring projects to campus and organize recruitment events.

Faculty Advisor, National Society of Black Engineers, 2015 – Present

-Aids students as they plan and carry out activities and events aimed at developing a supportive community for science and technology students.

MENG Concentration Coordinator, Department of Engineering, ECU, Fall 2018 – Present

-Manages MENG curriculum and addresses changes as needed.

Capstone Coordinator, Department of Engineering, ECU, Fall 2018 – Present

-Collaborates with internal and external partners to develop suitable projects for the engineering capstone course and organizes end of year symposium.

MSME Graduate Program Coordinator, Department of Engineering, ECU, Fall 2018 – Present

-Manages student applications, course planning, thesis reviews and assessment for newly established mechanical engineering master's degree program.

MENG 4650 Course Coordinator, Department of Engineering, ECU, Fall 2018 – Present

-Manages course learning objectives and assessment plan.

ENGR 2000 Course Coordinator, Department of Engineering, ECU, Fall 2017 – Present

-Manages course learning objectives and assessment plan

ABET Outcome 2 Coordinator, Department of Engineering, ECU, Fall 2016 – Present

-Compiles assessment data for all courses with design components and writes reports for accreditation purposes.

Admitted Student Day Volunteer, Department of Engineering, ECU, As needed

-Serves as a host and guide for newly admitted students and their families.

Orientation Speaker, Department of Engineering, ECU, As needed

-Presents information about the department and answers questions for new students.

6. Professional service off campus:

Coach, FIRST Lego League Jr., Greenville, NC Fall, 2018 – Present

-Works through engineering design process with elementary school aged students to develop design solutions for the annual competition.

Judge, FIRST Lego League, Greenville, NC, As needed

-Evaluates robots and projects submitted by middle school aged students based on FIRST Robotics core values.

Consultant, Inner Banks STEM Center, Washington, NC, As needed

-Assists with course design, program development, and acquiring funding for this nonprofit STEM outreach organization.

Judge, Innovation Pitch Competition, Spazzfest, Greenville, NC, 2016

-Evaluated pitches for new products presented by local high school students.

Instructor, Engineering and Technology Summer Academy, Greenville, NC, 2016

-Taught engineering design sessions at an ECU sponsored summer camp for local rising 9th grade girls interested in pursuing careers in STEM fields.

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Cui Meadows

Department: School of Communication School/College: College of Fine Arts and Communication

Current Rank or Title: *(if applicable)* Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: *(select all that apply)*

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:
(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$59,021 Source(s): State Funds: \$59,021 *Non-State Funds: \$-0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Ph.D. May 2013, The University of Alabama
M.A July 2009, Communication University of China
B.A July 2007, Sichuan University

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

2015-present
Assistant Professor, School of Communication, East Carolina University
2014-2015
Adjunct faculty, Wingate University, NC
2013-2014
Assistant Professor, Department of Communication, University of Texas-Pan American, TX

3. Scholarly & Creative Activities:

Type	Number
Book	0
Edited Book	0
Chapter	2
Refereed Journal Article	17
Other Journal Article	0
Juried Performance/Show	0
Non-Juried Performance/Show	0
Other: conference presentations	32
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

Member (2013- 2018), Public Relations Society of America (PRSA)
 Member (2010- 2012), Broadcast Education Association (BEA)
 Member (2010- 2013), International Communication Association (ICA)
 Member (2011- 2015), National Communication Association (NCA)
 Member (2012- 2013), Association for Education in Journalism and Mass Communication (AEJMC)
 Member, Chinese Communication Association

5. Professional service on campus:

2019-2021. Faculty Welfare Committee
2017 Fall. Honor College reviewer
2016- 2017. PRSSA ECU Chapter, faculty advisor
2016. Health communication tenure-track faculty search committee, member.
2015- present. PR concentration, faculty member.
2015- present. Undergraduate Curriculum Committee, member.
2015- 2019. Scholarship committee, member
2019 – present. Global studies committee member
Initiated the Department of Communication graduate program campaign, UTPA
Associate Graduate Faculty Member, UTPA
Served as a critic for Graduate Mini-conference of the Department of Communication, UTPA

6. Professional service off campus:

2020 Spring, paper reviewer, International Journal of Public Opinion Research
2020 Spring, paper reviewer, Social Media and Society
2019 Fall, paper reviewer, NCA
2019 Fall, paper reviewer, ICA
2019 Spring, paper reviewer, Communication and Sport
2015- 2019, Chinese Communication Association, steering committee officer
2016, reviewer, Asian Journal of Communication
2015, reviewer, Mass Communication and Society
2015, paper reviewer, National Communication Association
2013, paper reviewer, International Journal of Communication
2012-2013, paper reviewer, International Communication Association (ICA), Health Communication Division, Public Relations Division, and Mass Communication Division

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Jennifer Scott Mobley

Department: School of Theatre and Dance School/College: College of Fine Arts and Communication

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 61,716 Source(s): State Funds: \$ 61,716 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (*indicate degree, date earned and institution, note additional study & training*)

2010 Ph.D. Theatre Studies: The Graduate Center, City University of New York; New York. NY

Dissertation: "Staging Fat: Dramaturgy, Female Bodies, and Contemporary American Culture"

Committee: Dr. Judith Millhous (chair), Dr. Pamela Sheingorn, Dr. David Savran, & Dr. Maurya Wickstrom

2002 M.F.A. Dramaturgy & Theatre Criticism; Brooklyn College, City University of New York; Brooklyn, NY Master's Thesis: Sam Shepard's Fool for Love: A Dramaturgical Casebook. Advisor: Charles McNulty, D.F. .A.

1994 B.A. Theatre Arts; College of William and Mary, Williamsburg, VA

2. Teaching and other professional experience: (*Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date*)

CURRENT POSITION: 2015-Present ;Assistant Professor, East Carolina University, School of Theatre and Dance, College of Fine Arts and Communication

Courses Taught: Theatre History and Literature I, 11, & III (Writing Intensive);

Introduction to Theatre, Directing One, Script Analysis; Independent Studies: Dramaturgy, Practicum, Fundamentals of Dramaturgy, LGBTQ Theatre History

2012-2015 Visiting Assistant Professor, Rollins College, Winter Park, FL

Courses Taught: Script Analysis (Writing Intensive); History of the Theatre I & II;

Survey of Western Dramatic Literature*; Special Topics Intro to Dramaturgy*; Shakespeare Dramaturgy (*Gen Ed Literature Designation); Independent Study: Dramaturgy Practicum; Playwriting Practicum; American Drama: August Wilson's Century Cycle

2004-2012 Adjunct Instructor, Marymount Manhattan College, New York City

Courses Taught: Script Analysis; Theatre History I & II; Introduction to Dramaturgy (Capstone Course) Tragedy and Religion (COR E Course); Shakespeare (Cross listed Eng/The)

2010 Adjunct Lecturer, M.F.A. Dramaturgy & Theatre Criticism Program, Brooklyn College, Brooklyn, NY

Courses Taught: Development of Dramatic Structure I, also Introduction to Acting (for undergraduates)

2008-2010 CUNY Writing Fellow, Brooklyn College, Brooklyn NY

Adjunct Instructor, Baruch College, New York City

Courses Taught: Introduction to Theatre Arts (Learning Community Course)

2003-2005 Graduate Teaching Fellow/Adjunct Instructor, Borough of Manhattan Community College, New York City

Courses Taught: Fundamentals of Speech Communication

3. Scholarly & Creative Activities:

Type	Number
Book	1
Edited Book	3
Chapter	4
Refereed Journal Article	1
Other Journal Article	9
Juried Performance/Show	
Non-Juried Performance/Show	7
Other: _____	_____
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

Member of Association for Theatre and Higher Education (ATHE)
Member of American Society for Theatre Research (ASTR)
Member of Women and Theatre Program (WTP)
Member of American Theatre and Drama Society (ATDS)
Member Literary Managers and Dramaturgs of America (LMDA)

5. Professional service on campus:

2020 Member of SOTD Diversity and Inclusion Action Committee

2019-Present Member of CFAC ABIDE (Access, Belonging, Inclusion, Diversity, Equity) Committee 2018-2019 SOTO Curriculum Committee

2018-2019 Faculty Senate Representative toto General Education Instructional Effectiveness Committee 2016-Present SOTO Faculty Senate Representative

2015-Present QEP Writing Liaison

2017-2018 Chair Writing Across the Curriculum Committee

2016-Present Writing Across The Curriculum Committee

2017-2019 Appointed Faculty Senate Rep to General Education & Instructional Effectiveness Committee Fall 2018 Search Committee Member, Stage Manager SOTD

2016 (SP) Search Committee Member, Voice Instructor SOTD

2017 (SP Search Committee, Member Scenic Designer SOTD

2017 (FA) Chair, Search Committee, Tenure Track Lighting & Sound Designer SOTD

2017 (Summer) Search Committee, Member Interim Lighting & Sound SOTD Designer

2017-2019 SOTD Curriculum Committee

2018-Present SOTD Director's Committee (2018-present)

2016-2019 SOTD Production Advisory Committee (2016-2019)

6. Professional service off campus:

2020-2022 Vice President Elect for the Association for Theatre in Higher Education Conference (ATHE)

2020-2022 Member of Association for Theatre in Higher Education Governing Council

2019: Peer Reviewer for *Frontiers: A Journal of Women Studies*, University of Nebraska Press

2016-Present: Member, Association for Theatre in Higher Education Awards Committee

2016-2017: Co-Program Chair of for the American Society of Theatre Research Conference: *Extra/Ordinary Bodies: Interrogating the Aesthetics of Difference*; November 16-19, 2017, Hyatt, Atlanta GA.

2015-Present: Co-Coordinator Professional Jane Chambers Playwriting Contest

2015: Chair, American Theatre and Drama Society (ATOS) Selection Committee for Graduate Student Research Award

2012-2014: President and Focus Group Representative for Women and Theatre Program of ATHE

2014: Member of American Society for Theatre Research (ASTR) Research Awards Committee

2014-2015: Member of the Association for Theatre in Higher Education (ATHE) Nominating Committee

2013-2014: Member of Working Conditions Task Force American Society of Theatre Research

2014: Peer Reviewer: *Lateral: Journal for the Cultural Studies Association*

2013: Peer Reviewer *Journal of American Drama and Theatre*; The Graduate Center, City University of New York

2010-2012: Vice President: Women and Theatre Program in charge of ATHE Pre-Conference Planning

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Kirk A. Foster

Department: School of Social Work School/College: College of Health and Human Performance

Current Rank or Title: (if applicable) N/A Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: July 1, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 98,000 Source(s): State Funds: \$ 98,000 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
 (please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

1994 - A. B., University of Illinois at Urbana-Champaign
1997 - M. Div., Eden Theological Seminary, St. Louis, MO
2002 - M.S.W., Washington University, St. Louis, MO
2011 - Ph. D., Washington University, St. Louis, MO

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

1996 - 1997: Director, Community Health Ministries, Deaconess Incarnate Word Health System, St. Louis, MO
1997 - 2000: Associate Pastor, Immanuel United Church of Christ, Ferguson, MO
2000 - 2001: Program Associate, Family Support Council, St. Louis, MO
2002 - 2004: Field Research Coordinator, Comorbidity & Addictions Center, Washington University, St. Louis, MO
2003: Interim Senior Minister, Metropolitan Community Church of Greater St. Louis, MO
2004 - 2007: Center Coordinator, Comorbidity & Addictions Center, Washington University, St. Louis, MO
2005 - 2009: Project Coordinator, Washington University, St. Louis, MO
2008 - 2011: Teaching Fellow, George Warren Brown School of Social Work, Washington University, St. Louis, MO
2011 - 2017: Assistant Professor, College of Social Work, University of South Carolina, Columbia, SC
2017 - present: Associate Professor (with tenure), College of Social Work, University of South Carolina, Columbia, SC
2018 - present: Associate Dean for Diversity, Equity, & Inclusion, College of Social Work, University of South Carolina, Columbia, SC

3. Scholarly & Creative Activities:

Type	Number
Book	1
Edited Book	0
Chapter	1
Refereed Journal Article	19
Other Journal Article	0
Juried Performance/Show	0
Non-Juried Performance/Show	0
Other: _____	_____
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

Society of Social Work and Research (Community & Neighborhood Research Cluster co-chair)
Council on Social Work Education
Society for the Scientific Study of Religion
National Association of Social Workers

5. Professional service on campus:

University of South Carolina

2021 Strategic Planning Group – Priority 4 (DEI), Office of the Vice President for Diversity, Equity, & Inclusion, University of South Carolina
2020 – 2021 Faculty Search Committee, College of Information and Communications, University of South Carolina
2020 – 2021 Clinical Faculty Review Committee, College of Social Work (COSW), University of South Carolina
2020 – 2021 BSW Program Committee, COSW
2020 – 2021 Future Planning Group, Public Health Committee member, Diversity and Inclusion subcommittee chair; Diversity, Equity, & Inclusion Advisory Team convener, University of South Carolina Office of the President (Covid-19 response team)
2020 Support to Promote Advancement of Research and Creativity (SPARC) grant review committee, Office of the Vice President for Research, University of South Carolina
2019 – 2020 Vice President for Diversity and Inclusion Search Committee Member, University of South Carolina Office of the President
2018 – present Council of Academic Diversity Officers, University of South Carolina; Co-Chair 2019-2021
2017 – 2018 PhD Program Committee, COSW
2016 – 2017 Dean's Search Committee, COSW
2016 – present Carolina Judicial Council, Office of Student Conduct and Academic Integrity, University of South Carolina
2016 – present Fellowships & Scholarships Committee, The Graduate School, University of South Carolina
2016 – 2019 Faculty Recruitment Committee, COSW
2015 – present President's Diversity & Inclusion Advisory Committee, Office of the President, University of South Carolina
2015 ASPIRE-I Review Committee, Office of the Vice President for Research, University of South Carolina
2014 – 2016 Faculty Council, COSW
2012 – 2014 Faculty Recruitment Committee, COSW
2012 – 2014 Community Sequence Coordinator, COSW
2012 – 2014 Curriculum Revision Workgroup, COSW
2012 – 2015 University Committee on Scholastic Standards and Petitions, Faculty Senate, University of South Carolina
2012 – 2013 Curriculum Committee, COSW
2012 – 2013 Carolina Nexus Planning Committee, University of South Carolina
2011 – 2018 UofSC Bisexual, Gay, Lesbian, Straight Alliance, Faculty Sponsor
2011 – 2012 Special Events Committee, Chair, COSW
2011 – 2012 Scholarship Committee, COSW

Washington University in St. Louis

2007 – 2010 Institutional Review Board, member
2006 – 2009 PhD Proseminar Series, co-leader and organizer
2004 – 2011 Academic Advisor

6. Professional service off campus:

Service to the Community

2018 – 2020 Diversity Consultant, Greater Columbia YMCA, Board of Directors

2019 – 2020 Columbia Fireflies MLB, Pride Night Committee

2018 – 2019 Leadership Committee, South Carolina Child Well-Being Coalition, Children's Trust of South Carolina

2017 – present Segra Park Board of Advisors, City of Columbia, SC

2012 – 2018 Board of Directors, Cottontown/Bellevue Historic District Neighborhood Association, Columbia, SC

2007 – 2008 Vision for Children at Risk, Data Committee, St. Louis, Missouri

Service to the Profession

2019 – 2022 Co-Chair, Community and Neighborhood Research Cluster, Society for Social Work and Research

2017 – present Editorial Board member, Social Work Research, NASW Press

2016 – present National Advisory Committee, Fahs-Beck Fund for Research and Experimentation, The New York Community Trust, NY, NY

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: John "Chris" Mizelle

Department: Kinesiology School/College: College of Health and Human Performance

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 79,191 Source(s): State Funds: \$ 79,191 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

Degree, Date Conferred, Institution, Status
Postdoctoral Fellowship, 2008 - 2010, Georgia Institute of Technology, Complete
Ph.D., 2008, University of Maryland, Baltimore, Complete
M.A., 2003, East Carolina University, Complete
B.S., 2000, East Carolina University, Complete

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

Institution, Rank, Appointment Dates
East Carolina University, Assistant Professor, 2015 – Present
Georgia Institute of Technology, Adjunct Research Scientist II, 2011 – Present
Department of Veterans Affairs, Atlanta VA Medical Center, Health Research Scientist, 2011 – 2015
Georgia Institute of Technology, Postdoctoral Fellow, 2008 – 2011
Department of Veterans Affairs, Baltimore VA Medical Center, Predoctoral Fellow, 2007 – 2008
University of Maryland, Baltimore, Research Assistant and NIH T32 Predoctoral Fellow, 2003 - 2007
Human Movement Disorders Section, Physical Disabilities Branch, National Institutes of Health, Research Assistant, 2004 - 2006
Human Movement Disorders Section, Physical Disabilities Branch, National Institutes of Health, Research Contractor, 2004
East Carolina University, Graduate Research Assistant, 2001 - 2003
East Carolina University, Research Assistant, 2000 - 2001

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	_____
Refereed Journal Article	25
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: Presentations	111
Other: Invited Lectures	31
Other: _____	_____

4. Membership in professional organizations:

Organization, Dates
 Eastern Carolina Chapter of the Society for Neuroscience, 2015 – Present
 Society for the Neural Control of Movement, 2013 – Present
 Cognitive Neuroscience Society, 2006 – Present
 Society for Neuroscience, 2005 – Present
 American Society of Biomechanics, 2003 – 2007; 2016 – Present

5. Professional service on campus:

Attachment K

Service to Unit

Committee/Organization, Role, Dates of Service

Faculty Evaluation Rubric Development Task Force, Committee member, 03/01/2020 – Present

Peer classroom observation of Dr. Dana Espinosa, Peer observer, 02/27/2020

Personnel Committee, Committee member, 09/15/2019 – Present

Committee for the Undergraduate Research Opportunities Initiative, Committee member, 05/01/2018 – Present

Peer classroom observation of Dr. Dee Dlugonski, Peer observer, 10/23/2017

Search Committee (Postdoctoral Fellow), Committee member, 06/15/2017 – 09/07/2017

Presentation by Dr. Lewis Wheaton, Host, 05/04/2016

Peer classroom observation of Dr. Amy Rundio, Peer observer, 02/25/2016

Service to Division

College of Health and Human Performance, Search Committee Member, Outstanding Undergraduate Research and Creative Activity Mentor, 1/31/2020 – 04/09/2020

Service Across the University

Committee/Organization, Role, Dates of Service

Eastern Carolina Chapter of the Society for Neuroscience, Program Committee and Abstract Reviewer, 10/2020

Research and Creative Activities Week, Judge for Graduate Student Poster Session, 03/2020

Eastern Carolina Chapter of the Society for Neuroscience, Program Committee and Abstract Reviewer, 10/2019

Department of Physical Therapy, East Carolina University, Junior Faculty Mentor for Dr. Swati Surkar, 08/15/2019 – Present

Research and Creative Activities Week, Judge for Graduate Student Poster Session, 03/2019

Eastern Carolina Chapter of the Society for Neuroscience, Program Committee and Abstract Reviewer, 10/2018

Research and Creative Activities Week, Judge for Graduate Student Poster Session, 03/2018

Research and Creative Activities Week, Judge for Graduate Student Poster Session, 04/2017

Research and Creative Activities Week, Judge for Graduate Student Poster Session, 04/2016

Grant and Fellowship Review Panels

Agency, Dates

Society for Neuroscience Trainee Professional Development Award (TDPA) Selection Committee Selected as reviewer; review postponed as a result of COVID-19 to November, 2020

National Science Foundation Graduate Research Fellowship Program (NSF GRFP) 01/2020

National Science Foundation Graduate Research Fellowship Program (NSF GRFP) 12/2018; 01/2019

Department of Veterans Affairs Small Projects in Rehabilitation Effectiveness (SPIRE) 10/2018

Department of Veterans Affairs Small Projects in Rehabilitation Effectiveness (SPIRE) 09/2018

Department of Veterans Affairs, Internal Reviewer 10/2018

Department of Veterans Affairs Small Projects in Rehabilitation Effectiveness (SPIRE) 10/2017

Department of Veterans Affairs, External Reviewer 12/2016

Department of Veterans Affairs, Internal Reviewer 11/2014

Georgia Institute of Technology/Georgia State

University/Emory University - Behavioral Research

Advancements in Neuroscience (BRAIN) Fellowship Applicant Reviewer 2011, 2012

Georgia State University/Georgia Institute of Technology Center for Advanced Brain Imaging (CABI) 2011

Conference Planning Committees

Organization, Dates

International Neuropsychological Society; Program committee 2020

Annual Meeting of the Eastern Chapter of the Society for Neuroscience 2020

Annual Meeting of the Eastern Chapter of the Society for Neuroscience 2019

International Neuropsychological Society; Program committee 2019

Annual Meeting of the Eastern Chapter of the Society for Neuroscience 2018

International Neuropsychological Society; Program committee 2018

International Neuropsychological Society; Program committee 2017

International Neuropsychological Society; Program committee 2016

Editorial Board Member

Journal/Publisher, Role, Dates

Symmetry Editorial Board Guest Editor for forthcoming Special Issue: Symmetry in Cognitive and Behavioral Neuroscience 2020 – 2021

5. Professional service on campus (continued if needed):

Journal Review

Journal/Publisher, Role, Dates

Parkinsonism and Related Disorders Manuscript Reviewer 2020 – Present

Clinical Neurophysiology Manuscript Reviewer 2020 – Present

Frontiers in Aging Neuroscience Manuscript Reviewer 2020 – Present

Frontiers in Psychology Manuscript Reviewer 2018 – Present

Journal of Cognitive Psychology Manuscript Reviewer 2017 – Present

Journal of Applied Physiology Manuscript Reviewer 2017 – Present

Journal of Neurophysiology Manuscript Reviewer 2016 – Present

Journal of Motor Behavior Manuscript Reviewer 2016 – Present

Heilyon Manuscript Reviewer 2016 – Present

Nature – Scientific Reports Manuscript Reviewer 2016 – Present

Frontiers in Human Neuroscience Manuscript Reviewer 2015 – Present

Cerebral Cortex Manuscript Reviewer 2015 – Present

Journal of Imagery Research in Sport and Physical Activity Manuscript Reviewer 2013 – Present

Neuroscience Letters Manuscript Reviewer 2013 – Present

Journal of Neuroscience Methods Manuscript Reviewer 2011 – Present

Biological Psychology Manuscript Reviewer 2011 – Present

Transactions on Biomedical Engineering Manuscript Reviewer 2011 – Present

6. Professional service off campus:

Abstract Reviews

Committee/Organization, Role, Dates of Service

Eastern Carolina Chapter of the Society for Neuroscience Program Committee; Abstract Reviewer; Panel Moderator 2020
International Neuropsychological Society Program Committee; Abstract Reviewer 2019
Eastern Carolina Chapter of the Society for Neuroscience Program Committee; Abstract Reviewer 2019
Eastern Carolina Chapter of the Society for Neuroscience Program Committee; Abstract Reviewer 2018
International Neuropsychological Society Program Committee; Abstract Reviewer 2018
International Neuropsychological Society Program Committee; Abstract Reviewer 2017
International Neuropsychological Society Program Committee; Abstract Reviewer 2016
American Society of Biomechanics Abstract Reviewer 2013
Organization for Human Brain Mapping Abstract reviewer 2011

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Abby Schwartz

Department: School of Social Work School/College: College of Health and Human Performance

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 68,811 Source(s): State Funds: \$ 68,811 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
 (please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: (indicate degree, date earned and institution, note additional study & training)

Degree/Fellowship, Date Earned, Institution
Postdoctoral Fellowship, August 2013-July 2015, Duke University
PhD, August 2013, Boston College
MSW, May 2010, Boston College
MGS, August 2005, Miami University
BA (double major), May 2003, Muhlenberg College

2. Teaching and other professional experience: (Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)

Fall 2020-Present, Director, BSW Program, East Carolina University School of Social Work
Fall 2018-Present, Coordinator, Aging Studies Program, East Carolina University School of Social Work
Fall 2015-Present, Assistant Professor, East Carolina University School of Social Work
2013-2015, Postdoctoral Scholar, Duke University Center for the Study of Aging & Human Development, Durham, NC
Fall 2013, Teaching Assistant, N481: Managing the Care of the Frail Elderly (online course), Duke University School of Nursing
2013-2012, Senior Research Assistant & Project Manager, Boston College School of Social Work, Chestnut Hill, MA
Spring 2012-Spring 2013, Teaching Assistant & Online Course Coordinator, SW954: Social Work Intervention Research, Boston College School of Social Work
Summer 2011-Summer 2012, Online Course Coordinator, SW951: Survey of Research Methods in Social and Behavioral Science, Boston College School of Social Work
Fall 2011, Teaching Assistant, SW841: Program Evaluation, Boston College School of Social Work
Fall 2010-Spring 2011, Research Assistant, Boston College National Resource Center for Participant-Directed Services, Chestnut Hill, MA
2005-2008, Project Coordinator & Research Project Interviewer, Center for Applied Research on Aging & Health, Thomas Jefferson University, Philadelphia, PA

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	_____
Refereed Journal Article	11
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: Accepted	2
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

Gerontological Society of America, 2003-Present
 Southern Gerontological Society, 2017-Present
 NC Coalition on Aging, 2019-Present
 Geographic Management of Cancer Health Disparities Program Region 1-South (GMap Region 1-South), 2016-Present
 Phi Kappa Phi Interdisciplinary Honor Society, 2005-Present
 Sigma Phi Omega, Gerontology Honor and Professional Society, 2016-Present

5. Professional service on campus:

Unit:

- Assessment Committee, BSW Program Director, 2020-2021
- Field Advisory Committee, Ex Officio Member, 2020-2021
- BSW Program Committee; Chair, 2020-2021; Member, 2019-2020; 2018-2019, 2016-2017, 2015-2016
- Scholarship Committee, Chair, 2018-2019, 2019-2020, 2020-2021; Member, 2017-2018
- Served as External Field Instructor:
 - Afton Edwards, BSW Student, Spring 2018
 - Destiny Askew, MSW Student, 2017-2018 Jessica Bates, MSW Student, 2016-2017
- Faculty Mentor to Dr. Mi Hwa Lee, 2020-2021 • MSW Program Committee, Member, 2015-2016

Division:

- ECU HHP Scholar-Teacher Committee, Fall 2019
- Gerontology Programs Advisory Committee, 2017-Present
- HHP Dean Search Committee, School of Social Work Representative, 2017-2018

University-Wide:

- Service-Learning Committee, Member, 2020-2021
- Honors College Faculty Advisory Committee, Member at Large, 2018-2019; 2019-2020
- Writing Across the Curriculum Committee, Ex-Officio appointment, 2018-2019

6. Professional service off campus:

Gerontological Society of America, Co-Convener of the Qualitative Research Interest Group, 2013-Present
Southern Gerontological Society: Development Committee, member, 2017-Present; Research and
Development Subcommittee, member, 2017-Present; Code of Ethics Subcommittee, member, 2019-Present
Miami University Gerontology Alumni Advisory Group, Member, 2016-Present
Board of Directors, Member, Pitt County Council on Aging, 1/1/2018-12/31/2019

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Jeffrey C. Skibins

Department: Recreation Sciences School/College: Health and Human Performance

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:

New Faculty Appointment:

Promotion:

Conferral of Tenure:

Other:

(describe) _____

Distinguished Professorship:

(provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 72,500 Source(s): State Funds: \$ 72,500 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Ph.D. 2012 Clemson University – Parks, Recreation & Tourism Management
 Dissertation: The Influence of Flagship Species on In Situ and Ex Situ Wildlife Tourists' Connection to Wildlife and Pro-Conservation Behaviors

M.S. 1993 Illinois State University – Conservation Biology
 Thesis: A Multivariate Statistical Investigation of the Validity of the Taxon *Myotis sodalis* (Indiana cave bat)

B.A. 1991 Illinois Wesleyan University – Biology

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

*2018 – current Assistant Professor (tenure-track), East Carolina University
 Department of Recreation Sciences

2014 – 2018 Assistant Professor (tenure-track), Kansas State University
 Department of Horticulture and Natural Resources

2013 – 2014 Assistant Professor (tenure-track), University of St. Francis
 Department of Recreation, Sport & Tourism Management

2012 – 2013 Research Associate (fixed-term), Clemson University
 Department of Parks, Recreation & Tourism Management

2008 – 2012 Teacher of Record, Ph.D. Graduate Teaching & Research Assistant, Clemson University, Department of Parks, Recreation & Tourism Management

2004 – 2008 Adjunct Faculty, North Park University
 GOAL program (degree completion for returning adult students)

1996 – 2004 Instructor, Field Museum of Natural History and Morton Arboretum
 Naturalist Certificate Program (CEU program for educators and professionals)

1991 – 1993 M.S. Graduate Teaching Assistant, Illinois State University
 Department of Biology

*Indicates first tenure-track appointment at current institution

3. Scholarly & Creative Activities:

Type	Number
Book	0
Edited Book	0
Chapter	3 (2 peer reviewed) (2 post-hire; 1 pre-hire)
Refereed Journal Article	24 (19 published; 5 in review) (9 post-hire; 15 pre-hire)
Other Journal Article	2 (1 article commentary; 1 book review) (2 pre-hire)
Juried Performance/Show	0
Non-Juried Performance/Show	0
Other: <u>Published Abstracts</u>	17 (17 pre-hire)
Other: <u>Conference Presentations</u>	50 (10 post-hire; 40 pre-hire)
Other: <u>Invited Essays</u>	3 (3 pre-hire)
Other: <u>Technical Reports</u>	13 (1 post-hire; 12 pre-hire)
Other: <u>Invited Presentations</u>	26 (3 post-hire; 23 pre-hire)

4. Membership in professional organizations:

2018 – current National Recreation and Park Association
 2014 – current Human Dimensions of Wildlife
 2014 – 2018 George Wright Society (organization disbanded 2018)
 2010 – 2016 International Association for Society and Natural Resources
 2011 – 2012 Phi Kappa Phi National Honor Society
 2011 – 2012 Alpha Epsilon Lambda National Honor Society
 2011 – 2012 Omicron Delta Kappa National Honor Society

5. Professional service on campus:

Attachment K

University Level

2019 – current Water Resources Center Faculty Affiliate

2019 Judge – Research & Creative Activities dissertation oral presentations 2018 – current Graduate Faculty

College Level

2019 Voice of the Graduates – Spring Commencement

2019 Faculty Marshall – Fall Commencement

2018 Faculty Marshall – Fall Commencement

Department Level

2020 Search Committee – RT Lecturer

2019 Search Committee – RPM Lecturer

2019 Peer Evaluator – Dr. Robin Lizzo

2019 Peer Evaluator – Dr. Kindal Shores

2018 – current Personnel Committee

2018 – current Strategic Planning Committee

2018 – current Scholarship Committee

2018 – current RPM Program Curriculum Design Committee

PRIOR TO HIRE

Kansas State University – Assistant Professor (tenure-track) (2014 – 2018)

2017 – 2018 KSU Science Communication Committee

2017 Judge – KSU Graduate School Forum on Research

2017 Invited participant – KSU Ctr for Engagement & Comm. Dev. in Science Committee

2017 HNR Graduate Assessment Committee

2017 HNR Undergraduate Assessment Committee 2017 Food Production Systems Search Committee

2016 – 2018 Advisor PMC student club

2016 National Park Service – Day of service

2016 National Park Service – Design Charrette Topeka CVB

2016 Departmental Lecture: Horticulture, & Natural Resources

2015 – 2018 KSU Junior Days – program representative

2015 – 2018 Spring Graduation – program representative

2015 HFRR Departmental New Faculty Handbook editor

2015 Guest Lecture: Hospitality, Management & Dietetics Graduate Program

2015 External Reviewer: Architecture & Product Design Department

2015 Vice-Warner Search Committee

2014 – 2018 Prairie Studies Initiative

2014 – 2018 Graduate Faculty

2014 – 2018 Appendix G Hearing Panel of General Grievance Board

2014 – 2018 Academic Major/Minor Fair

2014 Vice-Geyer Search Committee

University of St. Francis – Assistant Professor (tenure-track) (2013 – 2014)

2013 Rho Phi Lambda Advisory Panel

2013 STEM Advisory Committee

2013 Advisor USF Campus Recreation Club

2013 International Programs Advisory Council

Clemson University – Ph.D. Graduate Student (2008 – 2012)

2012 – 2010 Professional Enrichment Grant Reviewer

2011 – 2010 Senator, Graduate Student Government

2011 President Pro-Tempore, Graduate Student Government

2010 – 2012 Academic Integrity Review Board

2010 PRTM GoalPOST Event: Hospitality Team

2010 Dean's Graduate Student Advisory Panel

2009 PRTM Immersion Course Development Team

2009 National Park Service Open Parks Grid

2008 Research Assistant, Methods of Rec. Research

6. Professional service off campus:

Attachment K

Reviewer Role (Manuscripts, Grants, Scholarships, Books)

INVITED REVIEWS (MANUSCRIPTS & BOOKS)

Annals of Tourism book review (2015)
Biodiversity and Conservation (2017, 2014)
Conservation Biology (2017 (2), 2016)
Conservation & Society (2020 (2), 2018 (2))
Environmental Conservation (2016 (2), 2015)
Environmental Education Research (2016, 2015, 2014 (2), 2013, 2012)
Human Dimensions of Wildlife (2020, 2019 (2), 2017)
International Journal of Financial Studies (2013)
Journal of Agricultural Extension & Rural Development (2013, 2012)
Journal of Ecotourism (2020, 2019 (2), 2018, 2017 (5), 2016 (3), 2014, 2013)
Journal of Interpretation Research (2014 (2), 2011)
Journal of Leisure Research (2020 (4), 2019 (5), 2018 (2)) Journal of Outdoor Recreation & Tourism (2014)
Journal of Park and Recreation Administration (2013)
Journal of Polar Research (2010)
Journal of Sustainable Tourism (2017)
Journal of Tourism & Hospitality Research (2015)
Leisure Sciences (2016, 2011)
Professional Geographer (2019 (2))
Society & Natural Resources (2019)
Tourism & Hospitality Management (2015)
Visitor Studies (2019, 2013)
Wildlife Research (2014)
Zoo Biology (2017)

INVITED REVIEWS (GOVERNMENTAL POLICY DOCUMENTS)

2018 National Park Service – Visitor Use Management Monitoring Protocols & Guidebook
2018 National Park Service – Visitor Use Management Educational Guide
2018 National Park Service – Visitor Capacity Guidebook

GRANT REVIEWS

2019, 16, 15, 13 Tourism Cares
2014 Schmitt Leadership Scholarship

Leadership/Volunteer Positions

INVITED ADVISORY BOARDS & RESEARCH PANELS

2019 – present ACE for Wildlife (Advancing Conservation through Empathy) – The Woodland Park
Zoological Society & Margaret A. Cargill Philanthropies
2018 – present Connection to Nature – Pisces Foundation & NAAEE
2018 – present Science Meeting for Visitor Use Management Research – Clemson University Institute for Parks

ASSOCIATE EDITOR

2019 – present Journal of Interpretation Research
2018 – present Journal of Leisure Research
2016 – present Leisure Science

ADVISORY COUNCILS

2017 – present IUCN Commission on Education and Communication
2014 – 16 Pathways – Kenya: International conference development

BOARD MEMBERSHIPS

2014 Canal Corridor Alliance

CONFERENCE ADMINISTRATION

Session Chair

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Kevin White

Department: School of Social Work School/College: Health and Human Performance

Current Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: August 20, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 70,252 Source(s): State Funds: \$ 70,252 *Non-State Funds: \$ -0-

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
 (please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

University of North Carolina at Chapel Hill:
 Ph.D., Social Work, 5/2015
 MSW, Social Work, 5/1998
 BSW, Social Work, 5/1996

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

East Carolina University, Assistant Professor:
 8/2020-11/2020 (2020 Fall): Critical Thinking in Social Work Research (SOCW 6711)
 5/2020-6/2020 (2020 Summer I): Social Work Services in Schools (SOCW 4503/6004)
 1/2020-5/2020 (2020 Spring): Critical Thinking in Social Work Research (SOCW 6711)
 8/2019-12/2019 (2019 Fall): Critical Thinking in Social Work Research (SOCW 6711)
 1/2019-5/2019 (2019 Spring): Critical Thinking in Social Work Research (SOCW 6711)
 8/2018-12/2018 (2018 Fall): Social Work Research and Statistics (SOCW 3401)
 5/2018-6/2018 (2018 Summer I): Social Work Services in Schools (SOCW 4503/6004)
 1/2018-5/2018 (2018 Spring): Critical Thinking in Social Work Research (SOCW 6711)
 8/2017-12/2017 (2017 Fall): Social Work Research and Statistics (SOCW 3401) and Community Services for Children (SOCW 4505)
 5/2017-6/2017 (2017 Summer I): Social Work Services in Schools (SOCW 4503/6004)
 1/2017-5/2017 (2017 Spring): Social Work Research and Statistics (SOCW 3401) and Social Work Services in Schools (SOCW 4503/6004)
 8/2016-12/2016 (2016 Fall): Advanced Practice with Children and Families (6140) and Community Services for Children (SOCW 4505)
 5/2016-6/2016 (2016 Summer I): Social Work Services in Schools (SOCW 4503/6004)
 1/2016-5/2016 (2016 Spring): Field Education and Seminar (SOCW 4990)
 University of North Carolina at Chapel Hill, Doctoral Student and Research Assistant:
 8/2014-8/2014 (2014 Summer): Introduction to Data Analysis Using STATA
 1/2014-5/2014 (2014 Spring): Introduction to Macro Practice (Teaching Assistant)

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	6
Refereed Journal Article	13
Other Journal Article	_____
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: Presentation	24
Other: Grant Report	2
Other: _____	_____

4. Membership in professional organizations:

1/2019-Present: Council on Social Work Education (CSWE)
 1/2014-Present: Wicked Problems in Child Welfare Research Consortium
 1/2012-Present: Society for Social Work and Research (SSWR)
 11/2006-Present: North Carolina School Social Work Licensure
 8/1998-11/2006: North Carolina Social Service Organization

5. Professional service on campus:

5/2020-Present: Assessment Coordinator, ECU, School of Social Work
5/2020-Present: Administrative Leadership Team, ECU, School of Social Work
9/2019-Present: Curriculum Committee, ECU, School of Social Work
10/2018-3/2019: HHP Search Committee (Methodologist position), ECU, College of Health and Human Performance
8/2017-Present: Council for Educator Preparation (CEP), ECU, College of Education
8/2017-Present: Coordinator of School Social Work Licensure Program, ECU, School of Social Work
8/2016-Present: Faculty Advisor, Bachelor of Social Work Student Organization (BSWSA), ECU, School of Social Work
8/2016-Present: External Field Supervisor for the Master of Social Work (MSW) Program, ECU, School of Social Work
8/2016-Present: Assessment Review Committee (ARC), ECU, College of Health and Human Performance
8/2016-Present: Personnel Committee, ECU, School of Social Work
8/2016-Present: Master of Social Work (MSW) Admissions and Retention Committee, ECU, School of Social Work
8/2016-Present: Master of Social Work (MSW) Program Committee, ECU, School of Social Work
1/2016-Present: Bachelor of Social Work (BSW) Program Committee, ECU, School of Social Work
1/2016- 5/2017: Lab School Committee, ECU, College of Education
1/2016-5/2016: Faculty Field Committee, ECU, School of Social Work

6. Professional service off campus:

8/2020-Present: Ad Hoc Peer Reviewer for Academic Journal, Developmental Child Welfare
4/2019-Present: Ad Hoc Peer Reviewer for Academic Journal, Child and Youth Care Forum
1/2018-12/2018: Peer Reviewer, 21st National Conference on Child Abuse and Neglect (NCCAN)
7/2017-Present: Ad Hoc Peer Reviewer for Academic Journal, Children and Youth Services Review
2/2017-Present: Expert Witness and Consultant, Teague, Campbell, Dennis, & Gorhum, LLP
1/2017-Present: Facilitator, Data Science Special Interest Group, Society for Social Work Research (SSWR)
1/2017-5/2019: Data Science Advisory Committee, Grand Challenges for Social Work, American Academy of Social Work and Social Welfare
1/2017: Ad Hoc Peer Reviewer for Academic Journal, Journal of Public Child Welfare
8/2016: Ad Hoc Peer Reviewer for Academic Journal, PLOS One



Office of the Vice Chancellor
Dean, Brody School of Medicine
Health Sciences Division

AD-48 Brody Medical Sciences Building | 600 Moye Boulevard | Mail Stop 600
East Carolina University* | Greenville, NC 27834-4354
252-744-2984 office | 252-744-1612 fax

TO: Ron Mitchelson, PhD
Interim Chancellor

FROM: Mark Stacy, MD
Vice Chancellor for Health Sciences

DATE: March 9, 2021

SUBJECT: Health Sciences Division Recommendations for Promotion and Permanent Tenure, 2020-2021 Academic Year

A blue rectangular box containing the handwritten initials "MS" in black ink. Above the box, the letters "DS" are printed in a small, blue, sans-serif font.

Listed below are recommendations regarding promotions and permanent tenure for faculty members in the Division of Health Sciences. Attached are charts that indicate the recommendation from the appropriate departmental committee (Tenure and/or Promotion), department chair, dean, and vice chancellor for each faculty member. For the Brody School of Medicine only, the Brody School of Medicine Promotion and Tenure Advisory Committee recommendation is also included (approved committee in the BSOM Unit Code of Operations).

Individual summaries required by the Board of Trustees are enclosed. If you desire additional information, I will be happy to provide it.

COLLEGE OF ALLIED HEALTH SCIENCES

Chia-Cheng Lin, PhD
Department of Physical Therapy
Promotion to Associate Professor
with Conferral of Permanent Tenure

COLLEGE OF NURSING

Cheryl Kovar, PhD, MSN
Department of Advanced Nursing Practice and Education
Promotion to Associate Professor
with Conferral of Permanent Tenure

Carolyn Horne, PhD, RN
Department of Advanced Nursing Practice and Education
Promotion to Associate Professor
with Conferral of Permanent Tenure

Shannon Powell, PhD, MSN, RN, CNE
Department of Advanced Nursing Practice and Education
Promotion to Associate Professor
with Conferral of Permanent Tenure

Deborah Tyndall, PhD, RN
Department of Nursing Science
Promotion to Associate Professor
with Conferral of Permanent Tenure

BRODY SCHOOL OF MEDICINE

Stefan Clemens, PhD Department of Physiology	Promotion to Professor
Espen Spangenburg, PhD Department of Physiology	Promotion to Professor
Alexander Murashov, PhD Department of Physiology	Promotion to Professor
Isabelle Lemasson, PhD Department of Microbiology and Immunology	Promotion to Professor
Rachel Roper, PhD Department of Microbiology and Immunology	Promotion to Professor
Jamie DeWitt, PhD Department of Pharmacology and Toxicology	Promotion to Professor
Rajasekhar Nekkanti, MD Department of Cardiovascular Sciences	Promotion to Professor
Li Yang, PhD Department of Internal Medicine	Promotion to Professor
Lisandra de Castro Bras, PhD Department of Physiology	Promotion to Associate Professor with Conferral of Permanent Tenure
Ruth Little, EdD, MPH Department of Public Health	Promotion to Associate Professor with Conferral of Permanent Tenure
Bryan Kitch, MD Department of Emergency Medicine	Promotion to Associate Professor with Conferral of Permanent Tenure
Uduak Akpan, MD Department of Pediatrics	Promotion to Associate Professor with Conferral of Permanent Tenure
Alexander Parikh, MD Department of Internal Medicine	Conferral of Permanent Tenure

Enclosures: Chart of Recommendations
East Carolina University Personnel Action Summary Forms

Approve Do Not Approve

DocuSigned by:

Ron Mitchelson

9A6920010F4946D...

Ron Mitchelson, PhD
Interim Chancellor

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Uduak Akpan, MD

Department: Pediatrics School/College: BSOM/ECU

Current Rank or Title: *(if applicable)* Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: *(select all that apply)*

- Administrative Appointment:
- New Faculty Appointment:
- Promotion:
- Conferral of Tenure:
- Other:
(describe)

Distinguished Professorship:
(provide name of professorship)

Effective Date of Action: July 1, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 188,87 Source(s): State Funds: \$ 31,151 *Non-State Funds: \$ 157,724

**Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.):* ECU Physicians Practice Plan

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*
 College of Medicine, University of Lagos, Nigeria. MBBS, April 2003

Residency in Pediatrics – The Brooklyn Hospital Center, Brooklyn, NY. July 2007 – June 2010

Fellowship in Neonatal - Perinatal Medicine. Maria Fareri Children’s Hospital at Westchester Medical Center, Valhalla, New York. July 2010 – June 2013

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Assistant Professor at ECU. Appointed August 2013.

Medical Officer. Omni Medical Center and Advanced Fertility Clinic, Lagos, Nigeria. Jan 2006 - Sep 2006

Volunteer Medical Officer. Basic Health Center, Kwara, Nigeria. Sep 2004 – Aug 2005

House officer, Lagos University Teaching Hospital, Lagos, Nigeria. Sep 2003- Aug 2004

3. Scholarly & Creative Activities:

<i>Type</i>	<i>Number</i>
<i>Book</i>	
<i>Edited Book</i>	
<i>Chapter</i>	1
<i>Refereed Journal Article</i>	3
<i>Other Journal Article</i>	1
<i>Juried Performance/Show</i>	
<i>Non-Juried Performance/Show</i>	
<i>Other: Acceptable for publication pending minor revisions</i>	1
<i>Other: Posters/oral presentations</i>	10
<i>Other: Ongoing research</i>	14

4. Membership in professional organizations:
 American Academy of Pediatrics. 2007 – date

- North Carolina Pediatric Society
- Section of Neonatal- Perinatal Medicine
- Council on Quality Improvement and Safety
- Section on Minority Health, Equity and Inclusion. 2018-2019

5. Professional service on campus:

East Carolina University Budget Committee. 2019 - date

East Carolina University Physicians Credentialing Committee. 2018 - date

Brody School of Medicine Admissions Committee member. 2017 - date
ECU Parking and Transportation Citation Appeals Committee. 2017- 2018
Pediatrics Residency Educational Committee. 2014 - date
Brody Women's Faculty Committee. 2013 - date

6. Professional service off campus:
 - American Academy of Pediatrics Maintenance of Certification portfolio reviewer. 2020 - date
 - Vidant Medical Center Credentialing Committee. 2014 - date

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Lisandra de Castro Bras

Department: Physiology School/College: Brody School of Medicine +

Current Rank or Title: *(if applicable)* Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: *(select all that apply)*

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
(describe) _____
 Distinguished Professorship:
(provide name of professorship) _____

Effective Date of Action: July 1, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$88,767 Source(s): State Funds: \$88,767 *Non-State Funds: \$ _____
 *Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM

(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

- **B.Eng. in Biotechnology Engineering**, 2002, Algarve University, Portugal.
- **Ph.D. in Biological Sciences**, 2009, Brunel University, U.K. Training in characterization of biomaterials, host-implant responses, microsurgery, and good laboratory practices (GLP) certification.

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Professional/Academic Experience

Feb 2003 – Oct 2005: Research Assistant. Department of Agricultural Sciences, University of Azores, Terceira, Portugal

Nov 2008 – July 2009: Research Assistant and Good Laboratory Practice (GLP) Study Director. Department of Surgical Research, Northwick Park Institute of Medical Research (NPIMR), Harrow, U.K.

Oct 2009 – May 2011: Post-Doctoral Fellow. Department of Drug Discovery and Development, Italian Institute of Technology, Genoa, Italy. Mentor: Professor Roberto Motterlini

Jun 2011 – Dec 2013: Post-Doctoral Fellow. Department of Medicine, San Antonio Proteomics Center, University of Texas Health Science Center at San Antonio (UTHSCSA), San Antonio, Texas and Mississippi Center for Heart Research, Department of Physiology and Biophysics, University of Mississippi Medical Center (UMMC), Jackson, MS. Mentor: Professor Merry L. Lindsey

Jan 2014 – Nov 2014: Assistant Professor (research-track). Department Physiology and Biophysics, UMMC, Jackson, MS

Dec 2014 – present: Assistant Professor (tenure-track). Department Physiology, The Brody School of Medicine, East Carolina University, Greenville, NC

July 2018 – present: Adjunct Assistant Professor. Department of Cardiovascular Sciences, The Brody School of Medicine, East Carolina University, Greenville, NC

Teaching Experience

2003 – 2005 Department of Agricultural Sciences, University of the Azores

Assistant lecturer to the module of Genetics - responsible for all the laboratory classes.

Oct 2012 MEDI5075 Scientific Communication; University of Texas Health Science Center at San Antonio. Social Networking to Promote your Science (1h)

Sept 2013 Biochemistry; Dept. of Dental Hygiene School of Health Related Professions, UMMC
The Biochemistry of Digestion (1h)

Nov 2015 CMED 8100: Animal Research Methods; The Brody School of Medicine (BSoM), ECU
Animal Models of Cardiovascular Disease

March 2016 PHL 7704 & PHAR 7670: Physiological Proteogenomics; BSoM, ECU
Applied proteomics: how to design a proteomics experiment to answer your biological question
Mass spectrometry-based proteomic strategies- types, advantages, and limitations (4h)

Spring 2017 PHYL 7704 Physiological Proteogenomics; BSoM
Responsible for lecture and interpretation of comprehensive topics (6h):
Journal club guidelines and presentation

Study design – dos and don'ts
Biochemical assays for protein analysis

- Summer 2017 Summer Scholars Research Program; BSoM**
Mentoring and training of medical student in development and performance of a research study (8 weeks)
- Fall 2017 BIOL 3504 Research in Biology; ECU, College of Arts and Sciences**
Mentoring and training of 3 undergraduate students in development and performance of research studies (6h/week)
- Spring 2018 NURS 3280 Concepts of Pathophysiology for Nursing; College of Nursing**
Responsible for lecture and interpretation of comprehensive topics:
Valves and murmurs (90 min)
- Spring 2018 BIOL 4504 Research in Biology; ECU, College of Arts and Sciences**
Mentoring and training of 2 undergraduate students in development and performance of research studies (6-9h/ week)
- Summer 2018 EDMD 9320 Research Performance M3 elective; BSoM**
Mentoring and training of a medical student in development and performance of cardiac studies as part of the Distinction in Research Track Program (2 weeks)
- Fall 2018 PHYL 7705 Translational Physiology; BSoM**
Responsible for lecture and interpretation of comprehensive topics (3h):
Bench to bedside in cardiovascular research
Promote critical discussion on translational cardiac research reports
- Spring 2019 PHYL 7715 Seminar in Physiology; BSoM**
Student evaluation and feedback on knowledge of topic and presentation skills (3h)
- Spring 2019 EDMD 9315 Research Performance M3 Elective; BSoM**
Mentoring and training of medical student in performance of a research study and data analysis, interpretation, and presentation (2 weeks)
- Fall 2019 PHYL 7715 Seminar in Physiology; BSoM**
Responsible for all lectures, interpretation of comprehensive topics, and student evaluation
- Spring 2020 BIOC8320 – Biochemistry II: Regulation of Metabolism; BSoM**
Responsible for lectures and interpretation of comprehensive topics (4h); student evaluation and feedback on knowledge of topic
- Spring 2020 PHYL 7715 Seminar in Physiology; BSoM**
Responsible for all lectures, interpretation of comprehensive topics, and student evaluation

Course Directorships:

Spring 2017 PHYL 7704 Physiological Proteogenomics; BSoM
Co-directed a comprehensive study of Advanced Laboratory Research Approaches to promote student independent and critical thinking. Responsible for syllabus development, course direction, interpretation of comprehensive topics, and examination.

Fall 2019 – present PHYL 7715 Seminar; BSoM
Directed a comprehensive study of Professional Tools for Career Development to promote student independence and develop critical skills, such as time management, strategic planning, and network and mentor maps. Responsible for syllabus development, course direction, interpretation of comprehensive topics, and examination.

3. Scholarly & Creative Activities (since at ECU):

Type	<u>Number</u>
Book	0
Edited Book	0
Chapters	8 (4)
Refereed Journal Articles	44 (23)
Other Journal Article	0
Juried Performance/Show	0
Non-Juried Performance/Show	0
Other: Invited seminars/talks	15 (10)
Other: Selected talks	9 (4)
Other: Abstracts/posters	41 (21)
Other: Professional podcasts	9 (9)
Extramural funded grants (PI, mentor)	4 (4)
Intramural funded grants (PI or Co-I)	6 (6)

4. Membership in professional organizations:

2011-present	The American Physiological Society, Cardiovascular Section
2012-present	American Society for Mass Spectrometry
2012-present	American Heart Association, member of Council on Basic Cardiovascular Sciences
2014	UMMC Women in Medicine and Science
2014-present	Brody Women Faculty Committee
2016-present	Graduate Woman in Science (GWIS) Eastern Carolina Chapter
2016-present	International Society for Heart Research
2019-present	American Society for Matrix Biology

5. Professional service on campus:

2015-2017	Elected member of the Departmental Personnel Committee, Dpt. Physiology, ECU
2015	Faculty Search Committee, member; Department of Chemistry, ECU
2016	Biomedical STEM Workshop to young girls enrolled at Pitt County Schools
2016-2017	Faculty Search Committee, member; Department of Physiology, ECU
2017-2018	Program Chair, Brody Women Faculty Committee at ECU
2018-2019	Chair-Elect, Brody Women Faculty Committee at ECU
2019	Liaison Committee on Medical Education (LCME) mock interviews for accreditation visit

6. Professional service off campus:

10/2012	<i>Organizer:</i> Physiology Understanding Week 2012 (PhUn) at Woodlawn Hills Elementary School.
11/2012	<i>Judge:</i> Poster judging for the Medical Student Research Day, University of Texas Health Science Center at San Antonio.
04/2012	<i>Moderator:</i> Cardiovascular Sciences Section Feature topic: "Targeted Proteomic Analyses of Heart Failure", for American Physiological Society at Experimental Biology 2012.
2016	<i>Moderator:</i> of the BCVS feature topic: "Cooperation between adaptive and innate immunity post-myocardial infarction", for American Physiological Society at Experimental Biology 2016.
2016-present	<i>Chair:</i> Communication Committee Chair, Translational Physiology Interest Group (TPIG).
2017	<i>Chair:</i> TPIG Symposium "Peptides and Metabolites in Cardiovascular Disease", April 2017.
2017	<i>Chair:</i> Session Co-chair "Session 15: Non-Myocytes in Heart Failure" at ISHR 2017 - Translation of Cardiovascular Therapeutics to the Clinic, New Orleans, May 2017.
2017-present	<i>Invited Member:</i> Experimental Biology Task Force (APS).
2018	AHA Scientific Sessions 2018 – abstract reviewer
2019	<i>Moderator:</i> of the BCVS feature topic: "Inflammation and Leukocyte Biology in Heart Failure", for American Physiological Society at Experimental Biology 2019.
2019	Basic Cardiovascular Sciences Scientific Sessions 2019 – abstract reviewer
2019	<i>Judge:</i> Cardiovascular Young Investigator Symposium, EB 2019
2019	<i>Moderator:</i> New Frontiers in the Regulation of Cardiac Gene Expression Session, Basic Cardiovascular Scientific Sciences 2019 Scientific Sessions
2019	AHA Scientific Sessions 2019 – abstract reviewer

2020 AHA Scientific Sessions 2020 – abstract reviewer
2020 Judge: BioRender Graphic Abstract Contest

Ad-Hoc Reviewer for Granting Agencies:

2014-present AHA Peer Review Committee Cardiac Biology Reg 1.
2015-present Polish Science Foundation (National Science Center, Poland).
June 2017 NHLBI-NIH RFA-HL-17-021 [Cardiovascular and Pulmonary Research on E-Cigarettes (R01)], June 20 2017.
2017-present Cardiovascular standing panel for the Tobacco Related Disease Research Program (TRDRP), Oakland, CA.
2017 Collaborative Research Stimulus Review Committee, The American University of Beirut.
2019 Natural Sciences and Engineering Research Council of Canada
2019 - 2020 Myocardial Ischemia and Metabolism

Ad-Hoc Reviewer for Scientific Journals:

Comparative Clinical Pathology, Tissue Engineering, Part C: Methods, Cryobiology, Cytokine, Acta Biomaterialia, European Journal of Pharmacology, Advanced Functional Materials, American Journal Physiology (AJP): Heart & Circulatory Physiology, Hypertension, Journal of Molecular and Cellular Cardiology, Comprehensive Physiology, Swiss Medical Weekly, Proteomics: Clinical Applications, AJP: Regulatory, Integrative and Comparative Physiology, Frontiers in Cardiovascular Genetics and Systems Medicine, Journal of Cardiology & Clinical Research, Journal of Proteome Research, Gene, BBA - Molecular Basis of Disease, Basic and Clinical Pharmacology and Toxicology

Editorial Board member:

American Journal Physiology (AJP): Heart & Circulatory Physiology and Journal of Molecular and Cellular Cardiology

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Biofeedback Certificate	05/2017	East Carolina University
PhD	05/2014	East Carolina University
MSN	05/1998	East Carolina University
BSN	12/1988	East Carolina University
ADN	06/1983	Beaufort Community College

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Assistant Professor, East Carolina University, July 1, 2015 – Present

Clinical Assistant Professor, East Carolina University, July 1, 2012 – June 30, 2015

Clinical Instructor, East Carolina University, July 1, 2010 – June 30, 2012

3. Scholarly & Creative Activities:

<i>Type</i>	<u><i>Number</i></u>
<i>Book</i>	_____
<i>Edited Book</i>	_____
<i>Chapter</i>	1
<i>Refereed Journal Article</i>	10
<i>Other Journal Article</i>	_____
<i>Juried Performance/Show</i>	11
<i>Non-Juried Performance/Show</i>	7
<i>Other: Podcast</i> _____	1
<i>Other:</i> _____	_____
<i>Other:</i> _____	_____

4. Membership in professional organizations:

- a. Association for Applied Psychophysiology and Biofeedback (AAPB), 2018 - present
- b. American Heart Association 2017 – present
- c. Eastern Carolina Chapter of the Society for Neuroscience, 2015-present
- d. Phi Kappa Phi, 2014 - Present
- e. National League for Nursing, 2012 - present
- f. Southern Nursing Research Society, 2011 – present

- g. North Carolina Chapter National Association of Clinical Nurse Specialists 2010-2017
- h. National Association of Clinical Nurse Specialists, 2008 - 2018
- i. North Carolina Nurses Association, 2005-2016
- j. North Carolina Vascular Nurses Association, 2001-2014
- k. Sigma Theta Tau, 1989-present

5. Professional service on campus:

a. Unit:

- Search Committee, Chair, Nursing Science Department Faculty, 2020
- Search Committee, Clinical Nurse Specialist Concentration Director, February 2018
- Research Committee, Member, 2017- present (Chair 2018-2019)
- Graduate Recruitment Fair, November 2017
- Undergraduate Research Class Evidence Based Practice Posters/Presentations Reviewer, November 2017
- Seed Grant Reviewer: Research College of Nursing, October 2017
- Graduate Department Chair Search Committee, Member, 2014-2016

b. Division: (Health Sciences Division)

- Medical History Interest Group, Member, 2014-2020

c. University:

- University Committee on Academic Integrity, 2014-2018.
- Faculty Senator, Alternate Member, 2013-2014
- University Medical Center IRB, Member-Alternate, 2010 - present

d. Special assignments:

- Concentration Director, Clinical Nurse Specialist: 2013-2016

6. Professional service off campus:

Planning Committee:

- Collaborative Research Day Meeting, Committee Member, 2019

Positions:

- Expert Consultant, Vidant Peripheral Arterial Disease Pathway Task Force, 2020
- American Association Heart Walk. Team Co-Captain 2018, 2019
- Board Member, NC Affiliate of National Association of Clinical Nurse Specialist, 2014 -2017
- Member, Legislative/Regulatory Committee, National Association of Clinical Nurse Specialists, 2015-2017
- Chair, NCNA Clinical Nurse Specialist Council, Raleigh, NC, 2014-2016

- Eastern North Carolina Amputee Support Group, Group Facilitator 2005 – present

Reviewer:

- Journal of Cardiovascular Nursing, Reviewer, 2020
- Medicina Open Access Journal, Reviewer, 2019
- Brody Brothers Endowment Grant, Reviewer, 2019
- Pennsylvania Department of Health Grant, Reviewer, 2019
- Southern Nurses Research Society, Abstract Reviewer, 2016 – 2020
- Frontiers for Public Health Review Editor, November 2015 – 2017
- Versant Grant, Reviewer, May 2017
- National Association of Clinical Nurse Specialists Abstract Reviewer, 2017

DocuSigned by:

Carolyn Horne

D8E5B937948B422

Faculty Member Signature

Date

DocuSigned by:

Elaine Scott

D287DD55E1C4485...

Chair Signature

Date

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Bryan B. KiitchDepartment: Emergency Medicine School/College: Brody School of Medicine, Health SciencesCurrent Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: July 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 245,630 Source(s): State Funds: \$ _____ *Non-State Funds: \$ 245,630

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Fellowship 7/2014 - 6/2015 Emergency Medical Services East Carolina University Brody School of Medicine Greenville, NC
Fellow, Teachers of Quality Academy 2014-2015 East Carolina University Greenville, NC
Residency 7/2011 - 6/2014 Emergency Medicine East Carolina University Brody School of Medicine Vidant Medical Center Greenville, NC
Medical School 8/2007 - 5/2011 Doctor of Medicine Albany Medical College Albany, NY
Undergraduate 8/2001 - 1/2006 Bachelors of Science Computer Science & Engineering Bucknell University Lewisburg, PA
High School 8/1997 - 6/2001 Atholton High School Columbia, MD

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Assistant Professor of Emergency Medicine 7/2015 - Present
Attending Physician
ECU Physicians
Greenville, NC

Physician, Emergency Department 10/2016 - Present
The Outer Banks Hospital
Nags Head, NC

Clinical Instructor of Emergency Medicine 9/2013 - 6/2015
Attending Physician
ECU Physicians
Greenville, NC

Physician, Emergency Department 9/2013 - Present
Vidant Beaufort Hospital
Washington, NC

Physician, Emergency Department 11/2013 - 10/2015
Vidant Bertie Hospital
Windsor, NC

Physician, Emergency Department 5/2013 - 10/2015
Vidant Duplin Hospital
Kenansville, NC

Resident Physician, Emergency Department 7/2011 - 6/2014
Vidant Medical Center
Greenville, NC

Emergency Medical Technician 8/2006 - 7/2007
Susquehanna Regional EMS
Williamsport, PA

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	6
Refereed Journal Article	11
Other Journal Article	3
Juried Performance/Show	n/a
Non-Juried Performance/Show	n/a
Other: <u>Invited Regional / National Lectures</u>	11
Other: <u>Academic Poster / Oral Presentations</u>	9
Other: _____	_____

4. Membership in professional organizations:

National Association of EMS Physicians 7/2013 - Present
American College of Emergency Physicians 7/2011 - Present
Emergency Medicine Residents' Association 7/2011 - Present
Society for Academic Emergency Medicine 7/2011 - 1/2020
American Medical Association 8/2013 - Present
North Carolina Medical Society 1/2014 - Present
Pitt County Medical Society 1/2014 - Present

5. Professional service on campus:

Regional EMS Medical Director 4/2019 - Present

East Carolina University

Greenville, NC

Pitt County Athletic Trainer Medical Advisor 7/2014- Present

Pitt County Schools / East Carolina University Graduate Student Athletic Trainer Program

Greenville, NC

Emergency Medicine Residency Review Committee 7/2016 - Present

ECU EM Residency 7/2014 - Present

Program Evaluation Committee

EMS Fellow Candidate Interviewer 7/2015 - Present

East Carolina University

Department of Emergency Medicine

Faculty Candidate Interviewer 7/2014 - Present

East Carolina University

Department of Emergency Medicine

Residency Candidate Interviewer 10/2013 - Present

East Carolina University

Department of Emergency Medicine

Chief of Scheduling for M4 Clerkship 7/2013 - 5/2014

East Carolina University

Brody School of Medicine

Core Faculty for EMS Fellows:

Geary Smith, MD July 2017 – June 2018

John E. Reynolds, MD July 2016 – June 2017

Matthew J. Chovaz, MD July 2015 – June 2016

Nathan Roney, MD July 2020 - Present

Faculty Advisor to Ian Staten, MD 7/2017 - 7/2020

Faculty Advisor to Brandon Pfeffer, MD 7/2016- 6/2019

ENGR 4305 - Biomedical Engineering Special Topics 1/2016 - Present

Clinical Site Coordinator

East Carolina University

Core Faculty - EMS Fellowship 7/2015 - Present

East Carolina University

Pitt Community College EMT-B Course Anatomy and Physiology Instructor 2015 - Present

Observed History & Physical Exam Preceptor 2/2014 - Present

Medical Student Clerkship Assistant Director 7/2013 - 7/2014

3rd Year Medical Student EM Elective Preceptor 8/2012 - Present

4th Year Medical Student Suturing and Skill Sessions 8/2012 - Present

4th Year Medical Student EM Teaching Resident 7/2013 - 8/2013

2nd Year Medical Student Summer Clinic Skill Sessions 5/2013

5. Professional service on campus (continued if needed):

6. Professional service off campus:

Medical Director 10/2019 - Present
College of the Albemarle
Elizabeth City, NC

Medical Director 1/2018 - Present
Martin County EMS
Martin County, NC

Medical Director 3/2016 - Present
Hyde County EMS
Hyde County, NC

Assistant Medical Director 7/2015 - Present
Pitt County EMS
Pitt County, NC

Assistant Medical Director 1/2015 - Present
Beaufort County EMS
Beaufort County, NC

Medical Director 8/2016 - Present
State Paramedic Competition
North Carolina Office of EMS

EMS Education Medical Advisor 9/2018 - Present
Edgecombe Community College
Rocky Mount, NC

EMS Education Medical Advisor 1/2018 - Present
Martin County Community College
Williamston, NC

Teaching Institution Medical Director 1/2018 - Present
Williamston Fire/Rescue
Williamston, NC

EMS Education Medical Advisor 7/2015 - Present
Wilson Community College
Wilson, NC

Medical Director 9/2014 - Present
Eastern Healthcare Preparedness Coalition - State Medical Assistance Team
Greenville, NC

Medical Director for Emergency Preparedness and Response 9/2014 - Present
Vidant Medical Center
Greenville, NC

EMS Advisory Group to the NC Medical Board 9/2014 - Present
Content Expert / Consultant

Emergency Preparedness Committee 7/2014 - Present
Committee Member / Medical Director
Vidant Medical Center

Eastern Healthcare Preparedness Coalition 7/2014 - Present
Committee Member / Medical Director
Greenville, NC

6. Professional service off campus (continued if needed):

NAEMSP North Carolina Chapter 7/2014- Present
Committee Member

NCCEP - EMS Committee 7/2014 - Present
Committee Member

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

2009	The Ohio State University PhD in Nursing Columbus, Ohio Dissertation: "The mother-daughter relationship during early adolescence and its association with early sexual initiation in the daughter"
1997	Medical College of Ohio Master of Science in Nursing (MSN) Maternal-Child Clinical Nurse Specialist Adolescent Health Focus Toledo, Ohio
1992	University of Toledo Bachelor of Science in Nursing (BSN) Graduated Cum Laude Toledo, Ohio

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

2015-present	Assistant Professor	East Carolina University
2004-2007	Graduate Research Assistant	The Ohio State University
2003-2004	Assistant Professor	Medical College of Ohio
2001-2003	Clinical Instructor	Medical College of Ohio
1993-1998	Teaching Assistant	Medical College of Ohio

3. Scholarly & Creative Activities:

<i>Type</i>	<i>Number</i>
<i>Book</i>	_____
<i>Edited Book</i>	_____
<i>Chapter</i>	1
<i>Refereed Journal Article</i>	5
<i>Other Journal Article</i>	_____
<i>Juried Performance/Show</i>	_____
<i>Non-Juried Performance/Show</i>	_____
<i>Other: __ Peer reviewed presentations (local, state, national)</i> _____	10
<i>Other: __ Funded external grants</i> _____	3
<i>Other: __ National Webinars</i> _____	2

4. Membership in professional organizations:
American Nurses Association/Ohio Nurses Association (2001-2005)

American Nurses Association/North Carolina Nurses Association (2015-present)
American Public Health Association (APHA) (2016-present)
Association for Reproductive Health Professionals (ARHP) (2010-2015)
National Coalition of STD Directors (2018-present)
National Family Planning and Reproductive Health Association (NFPRHA) (2007-2015)
North Carolina Organization of Nurse Leaders (NCONL) (2014-2018)
North Carolina Public Health Association (NCPHA) (2008-present)
Sigma Theta Tau International, Zeta Theta and Beta Nu Chapters (1992-present)

5. Professional service on campus:

2019-present	Member of CON Graduate Curriculum Committee
2018-2019	Member of the CON General Search Committee Appointed by Dean
2015-2019	Member of Unit Assessment and Evaluation Committee
2016	Chair of Search Committee for 2 Nursing Leadership Faculty Positions
2015	Member of Search Committee for Associate Dean of Graduate Science Department
2019-2021	Member of ECU Honorary Degrees, Awards and Distinctions Committee
2015-2018	Member of ECU Graduate Program Directors & Graduate Certificate Program Directors

6. Professional service off campus:

2019-present	American Public Health Association (APHA) <ul style="list-style-type: none">• Reviewer for oral, poster and film abstracts for APHA 2019 Annual Meeting for Sexual & Reproductive Health Section• Reviewer for oral and poster abstracts for APHA 2020 Annual Meeting for Public Health Nursing and Sexual & Reproductive Health Sections
2017-2018	Member of Pitt County Infant Mortality Prevention Advisory Council (PIMPAC) Greenville, NC
2008-present	Officer – Co-chair for NCPHA – Academic-Practice Based Research Section (APBR) <ul style="list-style-type: none">• Planning Committee representative for 2017, 2018, 2019 Fall Educational Conferences for NCPHA• Member of NCPHA Governing Council

2020-present	Reviewer for Wiley, Inc, <i>Public Health Nursing</i>
2020-present	Reviewer for Routledge Taylor & Francis Group <i>Journal of American College Health</i>
2015-2018	Member of Advisory Board for East Carolina Consortium for Nursing Leadership (ECCNL)
2013-2015	Expert reviewer for Dove Medical Press for online journals: <i>International Journal of Women's Health and International Journal of Adolescent Health</i>

ECU FACULTY MANUAL, PART X, SECTION I, Attachment 2.

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
 (Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Chia-Cheng LinDepartment: Physical Therapy School/College: College of Allied Health SciencesCurrent Rank or Title: (if applicable) Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: (select all that apply)

Administrative Appointment:
 New Faculty Appointment:
 Promotion:
 Conferral of Tenure:
 Other:
 (describe) _____
 Distinguished Professorship:
 (provide name of professorship) _____

Effective Date of Action: July 1, 2021

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$ 89,868 Source(s): State Funds: \$ _____ *Non-State Funds: \$ _____

*Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.): _____

Prior Recommendations/Personnel Actions:

(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

Doctor of Philosophy, December 2013, University of Pittsburgh, Rehabilitation Sciences
Master of Science, August 2009, University of Pittsburgh, Health and Rehabilitation Sciences with concentration in Neuromuscular physical therapy
Bachelor of Science, June 2001, Chung-Shan Medical University (Taiwan), Physical Therapy

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Aug 2014 - Present, Assistant Professor, Department of Physical Therapy, East Carolina University, Greenville, NC
Jan 2014- July 2014, Postdoctoral Associate, Department of Physical Therapy, University of Pittsburgh, Pittsburgh, PA
Aug 2009 - Dec 2013, Graduate Research/Teaching Assistant, Department of Physical Therapy, University of Pittsburgh, Pittsburgh, PA
Oct 2007 - July 2008, Research Assistant, Department of Physical Therapy, National Taiwan University, Taipei, Taiwan
Aug 2005 - Feb 2007, Research Assistant, Department of Physical Therapy, National Taiwan University, Taipei, Taiwan
Sep 2005 - Feb 2007, Staff Physical Therapist (Part-time), Dr. Wei's Clinic, Taoyuan, Taiwan
Apr 2003 - Apr 2005, Staff Physical Therapist (full-time), Taipei Veterans General Hospital, Central of Neural Regeneration, Taipei, Taiwan

3. Scholarly & Creative Activities:

Type	Number
Book	_____
Edited Book	_____
Chapter	_____
Refereed Journal Article	14
Other Journal Article	2
Juried Performance/Show	_____
Non-Juried Performance/Show	_____
Other: <u>Scientific abstracts/presentations (National/State)</u>	59
Other: _____	_____
Other: _____	_____

4. Membership in professional organizations:

Member of American Physical Therapy Association, August 2014 – Present
 APTA Section for Neurology
 APTA Section for Geriatric

Member of North Carolina Physical Therapy Association, August 2014 – Present

Member of International Society for Posture & Gait Research, December 2014 – Present

5. Professional service on campus:

Unit

ECU Department of Physical Therapy Accreditation Team, Member, 2017-2019
ECU Department of Physical Therapy Lab Manager Search Committee, Member, 2018
ECU Department of Physical Therapy Faculty Search Committee, Member, 2015-2016
ECU Physical Therapy Massage Clinic Supervision, Mentor, 2014-present
ECU Department of Physical Therapy Scholarship Committee, Member, 2014-present
ECU Department of Physical Therapy Admission Committee, Member, 2014-present

Division

ECU College of Allied Science Research Committee, Chair, 2018-present
ECU College of Allied Science Graduation Committee, member, 2019-present
ECU College of Allied Science Safety Committee, member, 2017-2019

University

ECU Academic Awards Committee, ex-office member, 2020-present
Research and Creative Activities Week Judge, 2018-2019
Peer Class Reviewer, Reviewer, 2016-2020
International Student Summer Intern Program, Mentor, 2019

5. Professional service on campus (continued if needed):

6. Professional service off campus:

Community Services

- Alzheimer's walk and Education Fair. Expert panel, Oct 5, 2019
- National Falls Prevention Awareness, Fall Assessment, Sept 11 & 25, 2019
- Alzheimer's walk and Education Fair. Expert panel, Oct 6, 2018
- Preventing Falls & Aging Well, Fall assessment, Sept 24& 25, 2018
- Healthy Aging & Wellness Expo. Balance and Gait assessment. Oct 19, 2017
- Alzheimer's walk and Education Fair. Expert panel, Oct 7 2017
- Healthy Aging & Wellness Expo. Balance and Gait assessment. May 17, 2016
- Senior Day at Inter-Generational Community Center. Balance and Gait assessment. Nov 15, 2014

Additional External Service

Grant Reviewer

- NIH early career reviewer (ECR) program, 2017, 2019

Journal Reviewer

Ad-Hoc Reviewer

- o Gait and Posture, 2017-2020
- o Plos One, 2018
- o International Journal of Therapy and Rehabilitation, 2018
- o Medical Research and Innovations, 2017
- o Measurement, 2017
- o Journal of otorhinolaryngology Disease and Treatments, 2017
- o Journal of Motor Behavior, 2017-2018
- o International Journal of Telemedicine and Application, 2016
- o SM Journal of Biomedical Engineering, 2016
- o Sports Medicine and rehabilitation, 2016
- o Journal of Athletic Training, 2015
- o Physiotherapy Theory and Practice, 2015
- o Journal of Vestibular research, 2014
- o Frontiers in Aging Neuroscience, 2014

Professional Services

- Patient Education Fact Sheets. Vestibular Rehabilitation Special Interest Groups, Neurology Section, APTA
 - o Formatting and Translating Patient Education Fact Sheets to Chinese, 2009-2011

6. Professional service off campus (continued if needed):

[Empty box for professional service off campus details]

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

2014	Ed.D. Doctorate in Higher Education Leadership, East Carolina University.
1990	M.P.H., Master of Public Health in Health Policy & Administration, The University of North Carolina at Chapel Hill.
1983	B.S., Bachelor of Science in Administration of Criminal Justice and Political Science, The University of North Carolina at Chapel Hill.
2014	Chancellor’s Leadership Academy Fellow, East Carolina University.

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

2012 Graduate Faculty appointment

2017 Graduate Faculty Reappointment

3. Scholarly & Creative Activities:

<i>Type</i>	<u><i>Number</i></u>
<i>Book</i>	<u> </u>
<i>Edited Book</i>	<u> </u>
<i>Chapter</i>	<u> </u>
<i>Refereed Journal Article</i>	<u>8</u>
<i>Other Journal Article</i>	<u>2</u>
<i>Juried Performance/Show</i>	<u> </u>
<i>Non-Juried Performance/Show</i>	<u> </u>
<i>Other: _articles under review_____</i>	<u>4</u>
<i>Other:_____</i>	<u> </u>
<i>Other:_____</i>	<u> </u>

4. Membership in professional organizations:

APTR (Association for Prevention Teaching and Research)
 APHA (American Public Health Association) Aging Section & Alcohol, Tobacco & other Drugs
 GSA (Gerontological Society of America)

SAMHSA Community Anti-Drug Coalitions of America Research and Evaluation Advisory Council
NCPHA (North Carolina Public Health Association
NCHCFA (North Carolina Health Care Facilities Association), Advisory Board
North Carolina Board of Examiners for Nursing Home Administrators

5. Professional service on campus:

ECU Educational Planning and Programs Committee
ECU Bilateral Agreements Committee
ECU School of Rural Public Health Implementation Committee
ECU Rural Education Institute (REI)
Brody Graduate Studies Committee Member
Division of Health Sciences Interprofessional Leadership Council
Brody Women Faculty Committee, Chair
BSOM Assistant Dean of Diversity Search Committee Member

MPH Health Administration Concentration Coordinator
Department of Public Health :
Health Policy Administration & Leadership Program Director
MPH Program Director
Chair, Community Advisory Boar
Chair, Craig Souza Long Term Care Scholarship
Chair, Harold H. Bate Public Health Scholars Program
Chair, Continuing Education Committee
Extramural Funding Committee, Co-Chair

6. Professional service off campus:

National and State Committees:

2019-2020: APHA Aging Section Program Planner, Chair.

2019-2020: ATPR Planning & Policy Committee Member.

2019-2020: Founding Chair, NCPHA Aging Section.

2019-2020: North Carolina Board of Examiners for Nursing Home Administrators.
Vice Chair Licensing Board.

2019-2020: North Carolina Health Care Facilities Association Advisory Board member.

2019-2020: North Carolina Public Health Association, Member.

2018-2019: SAMHSA Community Anti-Drug Coalitions of America Research and Evaluation Advisory Council.

2018-2019: ATPR Planning & Policy Committee Member.

2018-2019: APHA American Public Health Association, Aging Section, Program Planner Elect.

2018-2019: North Carolina Board of Examiners for Nursing Home Administrators. Vice Chair Licensing Board.

2018-2019: North Carolina Health Care Facilities Association Advisory Board member.

2018-2019: North Carolina Public Health Association, Member.

2017-2018: ATPR Planning & Policy Committee Member. Abstract reviewer for conference and student abstracts.

2017-2018: APHA Alcohol Tobacco & Other Drugs (ATOD) member. ATOD abstract reviewer for 2017 APHA convention; session moderator.

2017-2018: American Public Health Association (APHA) Aging Section member; abstract reviewer for 2017 APHA convention.

2017-2018: Gerontological Society of America, Member & Abstract Reviewer for 2017 International IAGG Conference, San Francisco, Cal.

2017-2018: North Carolina Public Health Association, Member.

2017-2018: North Carolina Health Care Facilities Association, Advisory Board member.

2016-2017: American Public Health Association (APHA) Aging Section member; aging section moderator for 2016 APHA National Convention; abstract reviewer for 2017 APHA convention.

2016-2017: APHA Alcohol Tobacco & Other Drugs (ATOD) member. ATOD Section Leadership Development Mentor. ATOD abstract reviewer for 2017 APHA convention.

2016-2017: APHA Community Health Workers caucus member; Abstract reviewer for 2017 APHA convention.

2016-2017: Association of Teaching, Prevention & Research (ATPR) member. Policy committee member. Climate change policy statement co-chair. Session Moderator.

2016-2017: North Carolina Public Health Association, member. Poster judge for practiced based network section 2016 NCPHA convention.

2016-2017: North Carolina Public Health Foundation, board member.

2015-2016: American Public Health Association (APHA) Aging Section member; abstract reviewer for 2016 APHA convention.

2015-2016: APHA Alcohol Tobacco & Other Drugs (ATOD) member. ATOD Section Leadership Development Mentor. ATOD abstract reviewer for 2016 APHA convention.

2015-2016: APHA Community Health Workers caucus member; Abstract reviewer for 2016 APHA convention.

2015-2016: North Carolina Public Health Association, member.

2015-2016: North Carolina Public Health Foundation, board member.

2014-2015: SAMSHA, CADCA, Drug Free Communities Coalition member.

2014-2015: North Carolina Public Health Association, member.

2014-15: North Carolina Public Health Foundation, board member.

2013-2014: SAMSHA, CADCA, Drug Free Communities Coalition member.

2013-2014: North Carolina Board of Examiners for Nursing Home Administrators, board member, Governor Appointment.

2013-2014: North Carolina Public Health Foundation, board member.

2013-2014: North Carolina Public Health Association, member.

Regional & Local Committees:

2019-2020: Northeastern North Carolina Public Health Partnership, Board Member.

2018-2019: Northeastern North Carolina Public Health Partnership, Board Member.

2017-2018: Northeastern North Carolina Public Health Partnership, Board Member.

2017-2018: Cape Fear Emmaus, Board Member.

2016-2017: Northeastern North Carolina Public Health Partnership, executive committee. Chair, substance abuse task force.

2016-2017: Cape Fear Emmaus, Board Member.

2015-2016: Northeastern North Carolina Public Health Partnership, executive committee. Chair, Bylaws Committee.

2015-2016: Cape Fear Emmaus, Member

2014-2015: Northeastern North Carolina Public Health Partnership, executive committee. Chair, Bylaws Committee.

2013-2014: Northeastern North Carolina Public Health Partnership, executive committee. Chair, Bylaws Committee

Manuscript Reviewer:

Journal Reviews:

2019	American Journal of Public Health (AJPH)
2019	Journal of Public Health Management & Practice
2019	North Carolina Medical Journal
2018	International Journal of Care and Caring
2017	Journal of Complementary and Integrative Medicine
2017	Journal of Public Health Management & Practice
2015	North Carolina Medical Journal

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee:

ALEXANDER A. PARIKH, M.D., M.P.H., F.A.C.S.

Department: **Surgery**

School/College: **Brody School of Medicine**

Current Rank or Title: *(if applicable)* **Professor tenure track** Proposed Rank or Title: **Professor**

Indicate Type of Action: *(select all that apply)*

- Administrative Appointment:
- New Faculty Appointment:
- Promotion:
- Conferral of Tenure:
- Other: _____
- (describe)* _____
- Distinguished Professorship: _____
- (provide name of professorship)* _____

Effective Date of Action: _____

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$509,000 Source(s): State Funds: \$28,504* Non-State Funds: \$480,496 (ECUP)

**Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.):*

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

- 9/1985-5/1989 The Johns Hopkins University, B.A., Honors
Baltimore, Maryland
- 8/1987-6/1988 University of Edinburgh
Edinburgh, Scotland
- 8/1989-5/1993 University of Pennsylvania School of Medicine, M.D.
Philadelphia, Pennsylvania
- 7/2009-12/2011 Vanderbilt University School of Medicine, Master of Public Health
(M.P.H.)
Nashville, Tennessee
- 6/1993-7/1999 Resident, General Surgery
University of Cincinnati, Cincinnati, Ohio
- 7/1999-7/2000 Chief Resident, General Surgery
University of Cincinnati, Cincinnati, Ohio
- 7/2000-6/2003 Fellow, Surgical Oncology

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

- 8/2003-6/2005 Assistant Professor of Surgery
Temple University School of Medicine, Philadelphia, PA
- 8/2005-3/2014 Assistant Professor of Surgery
Vanderbilt University School of Medicine, Nashville, TN
- 3/2014-6/2017 Associate Professor of Surgery
Director of Hepatobiliary, Pancreatic and GI Surgical Oncology
Vanderbilt University School of Medicine, Nashville, TN
- 9/2017-12/2018 Professor of Surgery
Chief of Oncologic and Thoracic Surgery
University of South Carolina School of Medicine, Greenville, SC
- 2/2019-present Professor of Surgery – Tenure Track
Chief, Division of Surgical Oncology
East Carolina University Brody School of Medicine
- 5/2019-present Affiliate Faculty Member
Big Data & Analytics Research Cluster
East Carolina University Brody School of Medicine

3. Scholarly & Creative Activities:

<i>Type</i>	<i>Number</i>
<i>Book</i>	
<i>Edited Book</i>	2
<i>Chapter</i>	17
<i>Refereed Journal Article</i>	83
<i>Other Journal Article</i>	22
<i>Juried Performance/Show</i>	
<i>Non-Juried Performance/Show</i>	
<i>Other: Manuscripts under review</i>	3
<i>Other: Response to letter to editor under review</i>	
<i>Other: _____</i>	

4. Membership in professional organizations:

- American College of Surgeons, Fellow
- Society of Surgical Oncology
- American Society of Clinical Oncology
- Society for Surgery of the Alimentary Tract
- American Hepato-Pancreatico-Biliary Association
- Society of University Surgeons
- Surgical Outcomes Group
- North Carolina Chapter of the American College of Surgeons
- Pancreas Club

5. Professional service on campus:

Brody School of Medicine

- | | |
|--------------|---|
| 2019-present | Affiliate Faculty Member
Big Data & Analytics Research Cluster
East Carolina University Brody School of Medicine |
| 2019-present | Surgical Residency Clinical Competence Committee
East Carolina University Brody School of Medicine, Greenville, NC

Chief, Division of Surgical Oncology, date appointed February 4, 2019
Robert and Penny Barnhill Distinguished Professor of Oncology in Surgery, appointed Date February 4,2019

Director of Hepatobiliary and Pancreas Surgery,
Date appointed February 4,2019

Vice-Chair for Diversity and Inclusion, Date appointed September 1, 2020 |

Vidant Medical Center

- | | |
|--------------|--|
| 2019-present | Chair, Operating Room Committee
Vidant Medical Center, Greenville NC |
| 2019-present | Cancer Center Executive Committee
Vidant Medical Center, Greenville, NC |

2019-present	Cancer Center Clinical Integration Committee Vidant Medical Center, Greenville, NC
2019-present	Growth and Innovation Committee Vidant Cancer Care Center Vidant Medical Center, Greenville, NC
2019-present	Surgical Executive Committee Vidant Medical Center, Greenville, NC
2019-present	Medical Director, Surgical Oncology Vidant Medical Center, Greenville, NC

6. Professional service off campus

American College of Surgeons, Fellow
Society of Surgical Oncology
American Society of Clinical Oncology
Society for Surgery of the Alimentary Tract
American Hepato-Pancreatico-Biliary Association
Society of University Surgeons
Surgical Outcomes Group
North Carolina Chapter of the American College of Surgeons
Pancreas Club

EAST CAROLINA UNIVERSITY PERSONNEL ACTION SUMMARY FORM
(Administrator completes Section I. and faculty member (appointee) completes Section II.)

Section I. To be completed by the appropriate administrator(s).

Name of Appointee: Shannon B. Powell

School/College: College of Nursing

Current Rank or Title: *(if applicable)* Assistant Professor Proposed Rank or Title: Associate Professor

Indicate Type of Action: *(select all that apply)*

- Administrative Appointment:
- New Faculty Appointment:
- Promotion:
- Conferral of Tenure:
- Other: _____
- (describe)* _____
- Distinguished Professorship: _____
- (provide name of professorship)* _____

Effective Date of Action: July 1, 2020

Contract Period: Administrative Appointment: 9 mo. 12 mo.
 Faculty Appointment: 9 mo. 12 mo.

Salary: \$93,512 Source(s): State Funds: \$93,512 *Non-State Funds: \$ _____

**Indicate Sources of non-state funds generically (i.e., grants, receipts, trust funds, endowments, medical faculty practice plan, etc.):*

Prior Recommendations/Personnel Actions:
(please check appropriate responses)

Source	Recommended	Not Recommended	Not Applicable
Appropriate Unit Personnel Committee	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chair/Unit Head	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dean	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provost/Vice Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chancellor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board of Trustees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

- 2016 Doctor of Philosophy Degree in Nursing, East Carolina University, Greenville, NC
- 2005 Master of Science Degree in Nursing (Nursing Education Concentration), East Carolina University, Greenville, NC
- 2002 Bachelor of Science Degree in Nursing, East Carolina University, Greenville, NC

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

July 2017 – present	Assistant Professor	East Carolina University College of Nursing Greenville, NC
June 2012 – June 2017	Clinical Assistant Professor	East Carolina University College of Nursing Greenville, NC 27858
January 2011 – June 2012	Clinical Instructor	East Carolina University College of Nursing Greenville, NC 27858
January 2006 – December 2010	Nursing Instructor	Pitt Community College Greenville, NC 27858
August, 2004 – December 2017	Staff Nurse	Supplemental Float Pool Outpatient Specialty Clinic Medical Surgical Unit Emergency Department Vidant Bertie Hospital Windsor, NC
August 2003 – September 2004	School Nurse	Bertie County Schools Windsor, NC
January 2003 – January 2005	Staff Nurse	Emergency Department Floater to Med-Surg, Skilled nursing, OB, and ICU Units Chowan Hospital Edenton, NC

3. Scholarly & Creative Activities:

<i>Type</i>	<i>Number</i>
<i>Book</i>	
<i>Edited Book</i>	
<i>Chapter</i>	
<i>Refereed Journal Article</i>	6
<i>Other Journal Article</i>	
<i>Juried Performance/Show</i>	
<i>Non-Juried Performance/Show</i>	
<i>Other: Peer Reviewed Presentations</i>	
<i>Other: Grants - Internal</i>	2
<i>Other: Grants – External</i>	4

4. Membership in professional organizations:

- National League for Nursing
- Sigma Theta Tau International (Beta Nu Chapter)
- Southern Nursing Research Society

5. Professional service on campus:

CCNE Progress Report Task Force. East Carolina University. May 2019 – present.

Search Committee Chair (Nursing Education Position). East Carolina University. May 2019 – August 2019.

University Library Committee. East Carolina University. August, 2017 – present.

Chair, College of Nursing Research and Scholarship Committee. East Carolina University. August, 2017 – May, 2018.

Search Committee (Nurse Scientist Position). East Carolina University. January, 2017 – July, 2017.

Search Committee (Community Health Position). East Carolina University. January, 2017 - March, 2017.

College of Nursing Research and Scholarship Committee. East Carolina University. August, 2016 – July, 2017.

6. Professional service off campus:

Pirate Nurse 5K Sponsor – April, 2020.

Give Kids a Smile Day Volunteer, February, 2019.

Chair, Sigma Theta Tau, Beta Nu Chapter, Research Committee. June, 2017 – May, 2019.

Peer Reviewer, *Journal of School Nursing* – April, 2017 – present.

Relay for Life – 2015 - 2019

Section II. To be completed by the faculty member.

1. Education Background: *(indicate degree, date earned and institution, note additional study & training)*

East Carolina University, Greenville NC	2016	PhD in Nursing
East Carolina University, Greenville NC	2002	MSN, Clinical Services Administration Nursing Education Certificate
Barton College, Wilson NC	1995	BSN

2. Teaching and other professional experience: *(Show inclusive dates, rank and/or title, institution or agency, and indicate first appointment at current institution with rank and any changes to date)*

Academic Experience

<u>Institution</u>	<u>Position/Title</u>	<u>Dates</u>
East Carolina University College of Nursing, Greenville NC	Assistant Professor Dept. Nursing Science	May 2016 - Present
East Carolina University College of Nursing, Greenville NC	Clinical Assistant Professor Dept. Undergraduate Nursing	June 2014 - April 2016
East Carolina University College of Nursing, Greenville NC	Clinical Instructor Dept. Undergraduate Nursing	March 2010 - May 2014
Barton College School of Nursing, Wilson NC	Assistant Professor RN/BSN Program Coordinator	May 2004 - Aug 2006
East Carolina University College of Nursing, Greenville NC	Clinical Nursing Instructor (Part-Time)	Oct 2003 – Dec 2003
Lenoir Community College Kinston NC	Clinical Nursing Instructor (Part-Time)	June 2003 - July 2003

Non-Academic Experience

<u>Institution</u>	<u>Position/Title</u>	<u>Dates</u>
Nash Health Care System Rocky Mount NC	Staff Development Coordinator (Part-Time)	Nov 2007 - July 2016
Cherry Hospital Goldsboro NC	Director, Nursing Education	Oct 2007 - Feb 2010

Nash Health Care System Rocky Mount NC	Clinical Nurse Specialist: Psychiatric Services	Oct 2006 - Oct 2007
Special Care Center Wilson NC	Education Consultant (Part-Time)	Jan 2005 - Dec 2005
Cherry Hospital Goldsboro NC	Director, Nursing Education (Interim)	Nov 2002 - Aug 2003
Pitt County Memorial Hospital, Greenville NC	Staff Nurse-Behavioral Health (Part-Time)	March 2000 - May 2005
Cherry Hospital Goldsboro NC	Clinical Nurse Specialist	July 2000 - Oct 2003
Lenoir Memorial Hospital Kinston, NC	Manager-Behavioral Health Center	July 1997 - Feb 2000
Coastal Plain Hospital Rocky Mount NC	Staff Nurse-Behavioral Health	May 1995 - July 1997

3. Scholarly & Creative Activities:

<i>Type</i>	<i>Number</i>
<i>Book</i>	<u>0</u>
<i>Edited Book</i>	<u>0</u>
<i>Chapter</i>	<u>0</u>
<i>Refereed Journal Article</i>	<u>11</u>
<i>Other Journal Article</i>	<u>0</u>
<i>Juried Performance/Show</i>	<u>0</u>
<i>Non-Juried Performance/Show</i>	<u>0</u>
<i>Scholarly Presentations</i>	<u>6</u>
<i>Grants (Internal)</i>	<u>2</u>
<i>Grants (External)</i>	<u>4</u>

4. Membership in professional organizations:

Sigma Theta Tau International - Beta Nu Chapter, 2002 - Present

Southern Nursing Research Society, 2015 - Present

5. Professional service on campus:

University

University Writing Liaison: Quality Enhancement Plan
Dean Honors College – Personnel Search Committee

2016 – Present
2017

University Writing Center Assistant Director – Personnel Search Committee	2017
Honors College Faculty Advisory Committee	2014 – 2017
Honors College Seminar Proposal Subcommittee	2014 – 2017
QEP Writing Outcomes Assessment Reviewer	2015

College

NLN Center of Excellence Task Force, Chair	2019 – 2020
Early Assurance Program in Nursing: Selection Committee	2014 – Present
PhD Curriculum Taskforce	2018 – 2019
RN-to-BSN Advisory Committee	2017 – 2018
Research and Scholarship Committee	2016 – 2018
Fixed-Term Advancement Task Force	2014 – 2016
Global Health Committee	2013 – 2016
International Advisory Council	2010 – 2012

6. Professional service off campus:

Profession

Journal Editorial Board Nurse Educator	2020
Journal Peer Review Panel Studies in Graduate and Postdoctoral Education Nurse Educator	2020 2019 – Present
Advances in Health Sciences Education	2018 – Present
Applied Nursing Research	2018 – Present
Nursing Education Perspectives	2017 – Present
Nursing Forum	2017 – Present
Sigma Theta Tau International; Beta Nu Chapter Board Member – Counselor	2014 – 2018
Southern Nursing Research Society (SNRS) Abstract Reviewer	2017; 2019

Community

CON & Wilson County Schools Partnership Toisnot Middle School: Adolescent Mental Health Project Community-Engaged Research	2019 – Present
Wells Elementary School: Guatemala Global Health Project Service-Learning Initiative	2013 – 2017
Wells Elementary School Health Fair	2014, 2016
Beta Nu Scout Out Nursing Day	2011, 2015
Faculty Leader: Honors College Service Day	2014

DocuSigned by:

Deborah Tyndall

855F26C49AE5481...

9/28/20

Faculty Signature

Date

DocuSigned by:

Elaine Scott

D287DD55E1C4485...

9/28/20

Chair Signature

Date

**East Carolina University
Board of Trustees
June 23, 2021**

MINUTES

The ECU Board of Trustees met for a special called remote meeting beginning at 1:00 p.m. on June 23, 2021. The meeting originated from the Spilman 105 conference room on the campus of East Carolina University in Greenville, NC. Chair Vern Davenport called the meeting to order.

ROLL CALL

Mr. Davenport asked Ms. Megan Ayers, Assistant Secretary to the Board of Trustees, to call the roll. A quorum was established.

Present

Vern Davenport
Leigh Fanning
Tom Furr
Van Isley
Max Joyner, Jr.
Fielding Miller
Bob Plybon
Jason Poole
Tucker Robbins
Jim Segrave
Scott Shook
Vince Smith

Absent

Angela Moss

READING OF ETHICS STATEMENT

In compliance with the State Government Ethics Act, Mr. Davenport read the conflict-of-interest statement and asked if anyone had a conflict to disclose. No conflicts were identified.

CLOSED SESSION

Mr. Davenport asked for a motion to move to closed session.

Mr. Furr moved the board go into closed session to consult with an attorney to preserve the attorney-client privilege; to prevent the disclosure of confidential information under N.C. General Statutes §126-22 to §126-30 (personnel information); to consider the qualifications, competence, performance, character, fitness, or conditions of appointment of one or more prospective and/or current employees and/or to hear or investigate a complaint, charge, or grievance by or against one or more employees.

The motion was seconded and Mr. Davenport called on Ms. Ayers for the roll call vote.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	Absent
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

The board moved into closed session.

ACTIONS FROM CLOSED SESSION

Once the board returned to open session, Mr. Davenport called on Mr. Furr to present an appointment resolution to the board.

A Resolution

Whereas the Brody School of Medicine's three-part mission is to increase the supply of primary care physicians to serve the state, to improve the health status of citizens in eastern North Carolina, and to enhance the access of minority and disadvantaged students to a medical education;

Whereas over 40 years ago through an affiliation agreement, the UNC Board of Governors, ECU, and Pitt County designated Pitt County Memorial Hospital as the teaching hospital for the Brody School of Medicine;

Whereas Pitt County Hospital operates as Vidant Medical Center, which is the flagship hospital within Vidant Health;

Whereas the original affiliation agreement has evolved and adapted through time as the two entities, ECU and Vidant Health, respond to the challenges and opportunities in fulfilling the joint mission of serving the health care needs of the people of the people of Eastern North Carolina; and

Whereas ECU and Vidant are separate legal entities with interdependent operations and missions.

Now therefore be it resolved the ECU Board of Trustees approves the appointment of Dr. Mike Waldrum as Dean of the Brody School of Medicine effective July 1, 2021 at an annual salary rate of \$525,000 under the terms provided in board materials. This is a joint appointment, along with the role as CEO of Vidant Health.

Now therefore be it further resolved the ECU Board of Trustees endorses the appointment of Dr. Jason Higginson as Executive Dean, and the Memorandum of Understanding between ECU and Vidant Health as important next steps in the collaboration between the two entities.

The goal of appointing a joint leader responsible to the Chancellor of ECU and Vidant Health Board is to move toward a more clinically integrated academic health system branded as ECU Health or some similar brand. The greater clinical integration, with a joint leader, as an academic health system will better serve the people of Eastern North Carolina.

Adopted this 23rd day of June, 2021.

Hearing no discussion, Mr. Davenport asked for a motion to approve the resolution. The motion was made and seconded. Mr. Davenport called on Ms. Ayers for the roll call vote.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	Absent
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

The resolution was passed.

Mr. Davenport called on Mr. Furr to present a motion rescinding the ECU Physicians Bylaws.

Mr. Furr moved that the Board of Trustees approve the Chancellor's rescission of the ECU Physicians Bylaws, which were last revised and approved in 2008; and that the Board of Trustees affirms the Chancellor's authority and responsibility for the administration, operation, and management of ECU Physicians pursuant to N.C. Gen. Stat. §116-34; that Board of Trustees affirms the Chancellor's authority to delegate authority and responsibility for the administration, operation, and management of ECU Physicians to appropriate University leaders and employees, specifically including but not limited to the Dean of the Brody School of Medicine/CEO of Vidant Health, the Executive Dean of the Brody School of Medicine, the Vice

Chancellor for Health Sciences, the Vice Chancellor for Administration and Finance, and any ECU Physicians Board or other committee created by the Chancellor.

The motion was seconded. Mr. Davenport called on Ms. Ayers for the roll call vote.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	Absent
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

The motion passed.

ADJOURNMENT

Hearing no further business to come before the board, Mr. Davenport adjourned the meeting.

Respectfully submitted,

Megan Ayers
Assistant Secretary to the Board of Trustees

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**East Carolina University
Board of Trustees
September 9, 2020**

MINUTES

The ECU Board of Trustees met at 6 p.m. on September 9, 2020 for the purpose of conducting a self-assessment. The meeting originated TowneBank Tower on the Athletics campus of East Carolina University in Greenville, NC. Chairman Vern Davenport called the meeting to order.

ROLL CALL

Mr. Davenport called on Mr. Vince Smith to call the roll. A quorum was established.

PRESENT:

Vern Davenport
Leigh Fanning
Tom Furr
Van Isley
Max Joyner, Jr.
Fielding Miller
Angela Moss
Bob Plybon
Jason Poole
Tucker Robbins
Jim Segrave
Scott Shook
Vince Smith

ABSENT:

READING OF ETHICS STATEMENT

In compliance with the State Government Ethics Act, Mr. Davenport read the conflict of interest statement and asked if anyone had a conflict to disclose. No conflicts were identified.

PURPOSE OF SELF-ASSESSMENT

Chairman Davenport indicated that the purpose of the evening was to conduct the UNC Policy required four-year self-assessment. SACSCOC guidance recommends more frequent board self-assessments. Therefore, tonight, the board will conduct what is being referred to as a mid-cycle self-assessment, with plans to conduct the comprehensive self-assessment with a consultant in 2021.

Mr. Davenport noted that from a board perspective, this was the appropriate time to conduct this assessment. Two new board members have been named to fill vacated seats and there will be additional new members appointed via the regular appointment cycle in 2021. In the next 6 months, ECU will be onboarding a new chancellor. This board needs to cohesively and be glued together working with administration in order to ensure success and unity moving forward.

Following this introduction, Mr. Davenport moved into the agenda.

I. SACSCOC Reaffirmation 2023

Dr. Ying Zhou led a presentation on the SACSCOC reaffirmation cycle, including the timeline of the Decennial Review. She and her team also spent time discussing some of the basic principles of accreditation, such as the mission and the governing board standards, which will be discussed in more detail throughout the meeting.

II. Institutional Mission and Mission Review

Interim Chancellor Ron Mitchelson gave a presentation on ECU's institutional mission. He reviewed the three pillars of the mission: student success, public service and regional transformation, and he articulated what that looks like every day on campus and in this region.

Interim Chancellor Mitchelson and the board discussed the impact new leadership at both the System Office and in the Chancellor’s Office would have on the university mission. Of course, both leadership appointments should trigger a review of the university mission, but both the board and the administration are committed to the current mission.

Following discussion, Trustee Jason Poole moved that the board reaffirm the mission statement as presented, and directs that a comprehensive review of the university’s mission statement be conducted when a new chancellor is in place. The motion was seconded, and Mr. Davenport called on Megan Ayers, Assistant Secretary to the Board of Trustees, for a roll call vote. The motion was approved.

ROLL CALL VOTE	Y/N
Vern Davenport	YAY
Leigh Fanning	YAY
Tom Furr	YAY
Van Isley	YAY
Max Joyner, Jr.	YAY
Fielding Miller	YAY
Angela Moss	YAY
Bob Plybon	YAY
Jason Poole	YAY
Tucker Robbins	YAY
Jim Segrave	YAY
Scott Shook	YAY
Vince Smith	YAY

III. Governing Board Characteristics & Multi-level Governance

Paul Zigas, Interim Vice Chancellor for Legal Affairs reviewed governing board characteristics and multi-level governance systems with the board. The board discussed the difference between BOG authorities, Chancellor authorities and BOT authorities.

IV. Board / Administrative Distinctions and CEO Evaluation & Selection

Paul Zigas, Interim Vice Chancellor for Legal Affairs and Megan Ayers, Assistant Secretary to the BOT reviewed the distinction between the roles of BOT and Chancellor, specifically those who set policy and those who implement policy. In addition, Megan Ayers reviewed the process for Chancellor selection and specifically talked about the timeline status of the ECU Chancellor search. She also reviewed the process for evaluating the Chancellor and the timeline for that.

V. Conflict of Interest / Board Dismissal / External Influence

Paul Zigas spent time defining conflicts of interest and potential conflicts of interest as well as the board dismissal process and external influence.

VI. Board Self-Assessment and Survey Results

Chairman Vern Davenport and Megan Ayers reviewed the process for board self-assessments as well as the results from the Board Self-Assessment Survey.

CONCLUSION

Mr. Davenport summarized in closing – while the past several years has been tumultuous, ECU, both administratively and regarding governance, are positioned to move ECU in the right direction. The new board and the new Chancellor will need to have support and trust to continue this positive momentum.

ADJOURNMENT

Hearing no further business to come before the board, Mr. Davenport adjourned the meeting.

Respectfully Submitted,

Megan Ayers
Assistant Secretary to the Board of Trustees

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SACSCOC Reaffirmation 2023

Ying Zhou
Cyndi Bellacero
Emily Maida
September 9, 2020



Fifth-Year Interim Report Update

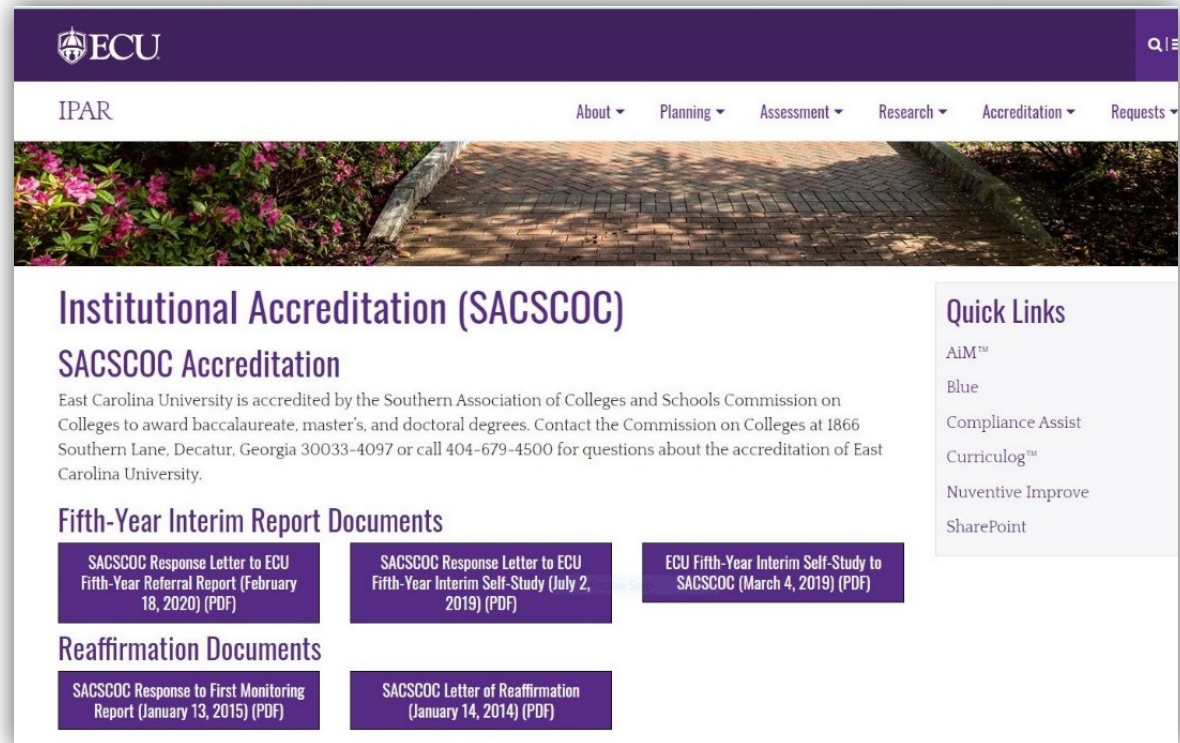
As part of the SACSCOC accreditation cycle, ECU submitted the Fifth-Year Interim report in March 2019.

22 SACSCOC Standards Addressed

8 Work Groups Involved

1,918 Hyperlinked Supporting Documents

Self-study and SACSCOC Letters Available on IPAR Website



The screenshot shows the IPAR (Institutional Planning and Assessment Reporting) website for East Carolina University. The header includes the ECU logo and navigation menus for About, Planning, Assessment, Research, Accreditation, and Requests. A banner image of a brick path with pink flowers is displayed. The main content area is titled "Institutional Accreditation (SACSCOC)" and "SACSCOC Accreditation". It provides information about ECU's accreditation by the Southern Association of Colleges and Schools Commission on Colleges. Below this, there are sections for "Fifth-Year Interim Report Documents" and "Reaffirmation Documents", each containing links to PDF documents. A "Quick Links" sidebar on the right lists various resources like AiM™, Blue, Compliance Assist, Curriculog™, Nuventive Improve, and SharePoint.

Institutional Accreditation (SACSCOC)

SACSCOC Accreditation

East Carolina University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, master's, and doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of East Carolina University.

Fifth-Year Interim Report Documents

- SACSCOC Response Letter to ECU Fifth-Year Referral Report (February 18, 2020) (PDF)
- SACSCOC Response Letter to ECU Fifth-Year Interim Self-Study (July 2, 2019) (PDF)
- ECU Fifth-Year Interim Self-Study to SACSCOC (March 4, 2019) (PDF)

Reaffirmation Documents

- SACSCOC Response to First Monitoring Report (January 13, 2015) (PDF)
- SACSCOC Letter of Reaffirmation (January 14, 2014) (PDF)

Quick Links

- AiM™
- Blue
- Compliance Assist
- Curriculog™
- Nuventive Improve
- SharePoint

Looking to the Decennial Review

Class of 2023 Deliverables

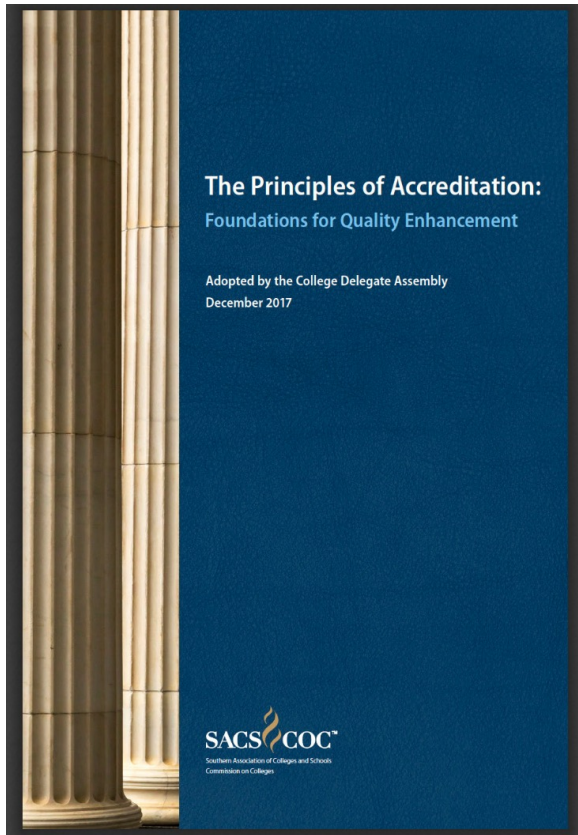
- A Compliance Certification report
- A new quality enhancement plan (QEP)
- Focused Report
- Response Report, if requested



Reaffirmation Timeline and Important Dates

Activities	Development Timeline	Due Date
ECU developing a compliance certification and collecting evidence	Summer 2020 – Aug. 2022	Early Sept. 2022
ECU developing a new QEP	Fall 2020 – Jan. 2022	6 weeks before on-site review
SACSCOC off-site review		Nov. 2022
ECU developing a focused report to provide additional compliance information identified in off-site review	Nov. 2022 – Jan. 2023	6 weeks before on-site review
SACSCOC on-site review		Jan. 17 – Apr. 14, 2023
ECU developing a response report to on-site findings, if requested	Apr. – Aug. 2023	Early Sept. 2023
Reaffirmation decision made by SACSCOC Board		Dec. 2023

The Principles of Accreditation



1. Principle of Integrity
- 2. Mission
3. Basic Eligibility Standard (3 standards)
- 4. Governing Board (9)
5. Administration and Organization (7)
6. Faculty (7)
7. Institutional Planning & Effectiveness (3)
8. Student Achievement (4)
9. Educational Program Structure and Content (7)
10. Educational Policies, Procedures, & Practices (9)
11. Library & Learning Resources (3)
12. Academic & Student Support Services (6)
13. Financial & Physical Resources (8)
14. Transparency & Institutional Representation (5)



2.1 Institutional Mission and 4.2a Mission Review

Ron Mitchelson



University Mission

To be a national model for student success, public service and regional transformation, East Carolina University:

- Uses innovative learning strategies and delivery methods to maximize access;
- Prepares students with the knowledge, skills and values to succeed in a global, multicultural society;
- Develops tomorrow's leaders to serve and inspire positive change;
- Discovers new knowledge and innovations to support a thriving future for eastern North Carolina and beyond;
- Transforms health care, promotes wellness, and reduces health disparities; and
- Improves quality of life through cultural enrichment, academics, the arts, and athletics.

We accomplish our mission through education, research, creative activities, and service while being good stewards of the resources entrusted to us.

Approved by the Board of Trustees in July 2013

Approved by the Board of Governors in February 2014

4.2.a Mission Review

The governing board ensures the regular review of the institution's mission

Formally approves and periodically reviews the institution's mission statement.



Reaffirms the mission statement and whether changes are made, thereby maintaining a cognizance of the previously agreed-upon scope of institutional activities



Ensures that institutional policies, procedures, and activities remain compatible with and included in the mission statement.

4.2a Mission Review, continued

Questions to consider

- Is review of the mission statement a regular expectation of the governing board?
- What is the process for mission review and approval of changes?
- What event or events trigger a review of the mission of the institution?



4.1 Governing Board Characteristics and 4.3 Multi- level Governance

Paul Zigas



4.1 Governing Board Characteristics

The institution has a governing board of at least five members that:

(a) is the legal body with specific authority over the institution.

(b) exercises fiduciary oversight of the institution.

(c) ensures that both the presiding officer of the board and a majority of other voting members of the board are free of any contractual, employment, personal, or familial financial interest in the institution.

(d) is not controlled by a minority of board members or by organizations or institutions separate from it.

(e) is not presided over by the chief executive officer of the institution.

4.1 Governing Board Characteristics, continued

Questions

to

Consider

What is the structure of the governing board and its committees?

How are governing board members and the presiding officer elected or appointed?

How are board members apprised of their responsibilities, including fiduciary responsibilities?

How often do the governing board members meet and is their agenda appropriate for their responsibilities?

What is the process to vet board members for their possible financial interests in the institution? Who keeps track of this information?

Is there an executive committee? If so, how does the executive committee report to the full board?

How is a quorum defined?

What safeguards are in place to prevent control of the board by a minority of members?

How is the board's presiding officer selected, and who is the presiding officer?

What is the relationship between the institution's chief executive officer and the institution's governing board?

4.3 Multi-level Governance

If an institution's governing board does not retain sole legal authority and operating control in a multiple-level governance system, then the institution clearly defines the following areas within its governance structure:

(a) institution's mission,

(b) fiscal stability of the institution, and

(c) institutional policy.



4.3 Multi-level Governance, continued

Questions to Consider

- Are adequate definitions of legal authority and operating responsibility clearly stated in the rules and regulations, policy manuals, and/or bylaws of the governing board?
- What is the nature of the fiscal responsibilities among the multiple levels of control? Is this clearly stated?
- What entity (or entities) regularly examines the mission of the institution?



Multi-level Governance of the University of North Carolina

The ECU Board of Trustees is the governing board of East Carolina University.

True or False?



Multi-level Governance of the University of North Carolina

4.1(a) Is the legal body with specific authority over the institution.

State law vests full authority for the administration of the constituent institutions, including East Carolina University, to the **Board of Governors**, subject to any delegations of authority to the President, Chancellors, and Boards of Trustees. **In short, the Board of Governors is the governing board of East Carolina University.**



Multi-level Governance of the University of North Carolina

“The Board of Governors shall plan and develop a coordinated system of higher education in North Carolina. To this end it shall govern the constituent institutions, subject to such powers and responsibilities as may be conferred by statute on or delegated by the Board of Governors to the boards of trustees of the constituent institutions, and to this end it shall maintain close liaison with the State Board of Education, the State Board of Community Colleges, and the private colleges and universities of the state.”

UNC Code 200A(1) and N.C. Gen. Stat. §116-11



Multi-level Governance of the University of North Carolina

The ECU Board of Trustees exercises fiduciary oversight of the institution.

True or False?



Multi-level Governance of the University of North Carolina

4.1 (b) exercises fiduciary oversight of the institution.

“The Board of Governors shall be responsible for the general determination, control, supervision, management, and governance of all affairs of the constituent institutions.” UNC Code 200A(2) and N.C. Gen. Stat. § 116-11

But see Appendix 1 of the Code (Trick Question)



Multi-level Governance of the University of North Carolina

4.1 (c) ensures that both the presiding officer of the board and a majority of other voting members of the board are free of any contractual, employment, personal, or familial financial interest in the institution.

Who has this responsibility?

- a. My two dogs**
- b. The UNC Board of Governors**
- c. The ECU Board of Trustees**
- d. The Chancellor**
- e. The Vice Chancellor for Administration and Finance**



Multi-level Governance of the University of North Carolina

The Board of Governors has adopted [UNC Policy 200.1](#) (Dual Memberships and Conflicts of Interest). This policy reflects certain legal requirements from Chapter 138A (the State Government Ethics Act) and addresses conflicts of interest as required by 4.1 (c). This policy also applies to the Boards of Trustees, Chancellors, and Chief Finance Officers. Again, Trick Question.



Multi-level Governance of the University of North Carolina

4.1 (d) is not controlled by a minority of board members or by organizations or institutions separate from it.

The Board of Governors has adopted [UNC Policy 200.7](#) (Duties, Responsibilities, and Expectations of Board members). By establishing clear standards of conduct for the Governors and Trustees this policy serves as a mechanism to address attempts by a minority of board members or by organizations or institutions separate from it to control the Board.



Multi-level Governance of the University of North Carolina

4.1 (e) is not presided over by the chief executive officer of the institution.

What position serves as the CEO for the University of North Carolina?

- a. The Chair of the Board of Governors
- b. The Governor of the State of North Carolina
- c. The UNC President



Multi-level Governance of the University of North Carolina

What position serves as the CEO of East Carolina University?

- a. The Chair of the ECU Board of Trustees
- b. The State Superintendent of Public Instruction
- c. My Two Dogs
- d. The Chancellor



Multi-level Governance of the University of North Carolina

502 A. General Authority.

“The administrative and executive head of each constituent institution shall be the chancellor, who shall exercise complete executive authority therein, subject to the direction of the president. The chancellor shall be responsible for carrying out policies of the Board of Governors and of the board of trustees.”

UNC Code 502A and .N.C. Gen. Stat. G.S. § 116-34(a)



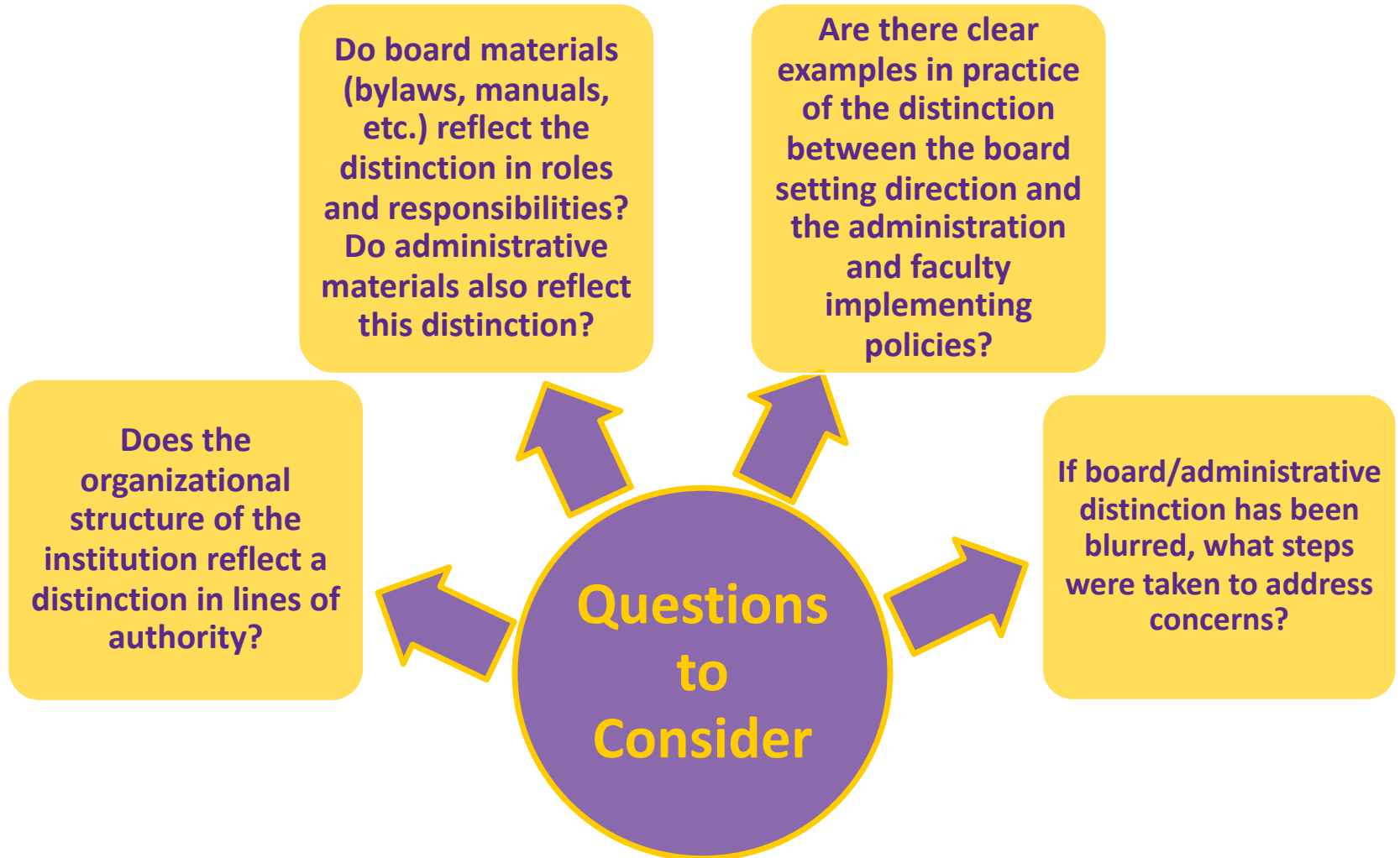
4.2b Board/Administrative Distinction and 4.2c CEO Evaluation and Selection

Paul Zigas
Megan Ayers



4.2b Board/Administrative Distinction

The governing board ensures a clear and appropriate distinction between the policy-making function of the board and the responsibility of the administration and faculty to administer and implement policy.



4.2b Board/Administrative Distinction

- **UNC Policy 200.7 Duties, Responsibilities, and Expectations of Board Members**
 1. Understanding and participating appropriately in the oversight function allocated to the board with respect to the finances and effectiveness of the institution . . . (200.7(B)(2));
 2. Seeking information from and consulting appropriately with the chief executive officer of the institution . . . to gain additional context, make well-informed policy decisions, and carry out responsibilities for board-level oversight and monitoring of the affairs of the institution or University-affiliated organization(200.7(B)(3));
 3. **Referring matters of administration and management to the chief executive officer of the institution . . . for handling(200.7(B)(7));**



4.2b Board/Administrative Distinction

4. Respecting and following executive leadership, management, and reporting lines when communicating with the University and the constituent institutions, and refraining from directing matters of administration or executive action except through the chief executive officer of the institution . . . (200.7(B)(8)); and
5. Recognizing that board members' authority is collective, not individual, and only arises from their participation with other members of the board when it is officially convened(200.7(B)(9)).
6. **Board members shall adhere to high standards of ethical conduct by complying with laws, regulations, and University policies applicable to their service as board members and public officials (200.7(C))**



4.2b Board/Administrative Distinction

Hypothetical

A severely misguided contractor paints the walls of the Chancellor's Suite in the tower **Carolina Blue** and they CANNOT be repainted in time for the home opener. As a Trustee and as a good human being I am highly offended. Because I am familiar with UNC Policy 200.7, however, I know I should:

1. Hunt down the contractor and throw them in the brig;
2. Hunt down the head of Materials Management and throw them in the brig
3. Hunt down the Vice Chancellor for Administration and Finance and throw that person in the brig; or
4. Call the Chancellor to discuss my concern because this is a matter of administration and management



4.2b Board/Administrative Distinction

Trustee Trivia!

UNC Code Appendix 1-Delegations of Duty and Authority to Boards of Trustees

1. **Set** certain compensation for certain ECU employees exempt from the State Human Resources Act T/F
2. **Set** the Chancellor's Salary T/F
3. **Adopt** ECU personnel policies. T/F
4. **Approve** initiation and settlement of litigation T/F
5. **Conduct** Chancellor Searches T/F
6. **Ensure** ECU's compliance with the educational, research, and public service roles assigned to it by the Board of Governors, either by express directive or by promulgated long-range plans of the Board of Governors. T/F



4.2b Board/Administrative Distinction

5. **Approve** honorary degrees, awards, and distinctions. T/F
6. **Approve** ECU's annual operating budget T/F
7. **Be responsible for:**
 - (1) the selection of architects or engineers for buildings and improvements requiring such professional services;
 - (2) the approval of building sites;
 - (3) the approval of plans and specifications; and
 - (4) the final acceptance of all completed buildings and projects



4.2b Board/Administrative Distinction

(5) **Be responsible for** preparing and maintaining a master plan for physical development of East Carolina University T/F

(6) **Recommend to** the Board of Governors any proposal involving the acquisition and disposition of any interest in real property as required T/F

8. **cause to be collected** from each student . . . such tuition, fees, and other amounts necessary to pay other expenses for the term, as have been approved by the Board of Governors. T/F

9. **require the payment** of tuition and fee deposits T/F



4.2b Board/Administrative Distinction

10. **require** the payment of application fees T/F
11. **Approve** University contracts for goods or services valued at \$50,000 or more T/F
12. **Establish regulations concerning** the acceptance of obligations of students, together with such collateral or security as may be deemed necessary or proper, in lieu of cash, in payment of tuition and fees T/F
13. **In consultation with the chancellor, recommend** to the president the amounts to be charged at the constituent institution for application, athletics, health services, student activities, educational and technology, retirement of debt incurred for capital improvements projects authorized by the General Assembly, course, and special fees. T/F



4.2b Board/Administrative Distinction

- 13. May Adopt** regulations for Student Financial Aid where required (subject to applicable law and BOG policies). T/F
- 14. Upon recommendation of the Chancellor, determine** the type, level, and extent of student services (such as health care, athletic programs, and counseling) to be maintained for the benefit of students at the institution, subject to general provisions concerning types and levels of student services as may be prescribed by the Board of Governors. T/F
- 15. May prescribe** regulations for student activities and government where required (subject to applicable law and BOG policies). T/F



4.2b Board/Administrative Distinction

- 16. Traffic and Parking Regulations** T/F
- 17. May adopt** policies for Campus Security (subject to applicable law and BOG policies) T/F
- 18. Adopt** policies applicable to campus utilities and child development centers (subject to applicable law) T/F



4.2c CEO Evaluation/Selection

The governing board selects and regularly evaluates the institution's chief executive officer.

Questions to Consider

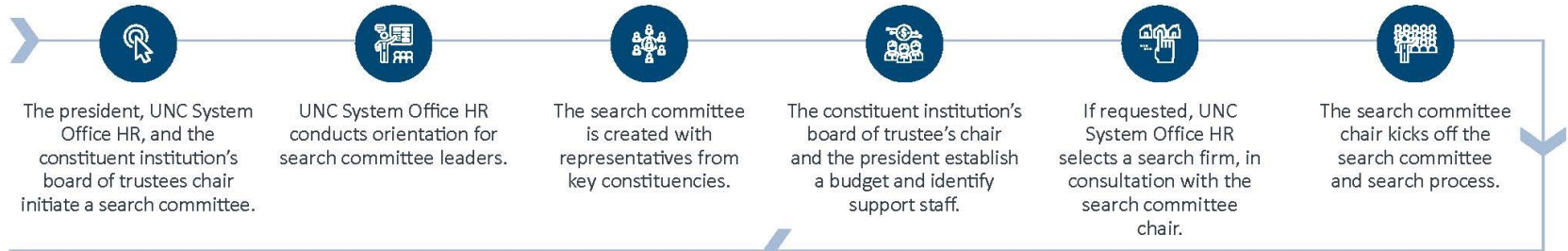
- What is the formal process or outline of a process for selection of a CEO?
- Is the process for evaluation of the CEO published?
- If aspects of these processes are delegated to others (e.g., within a system of institutions), how does the governing board ensure they are carried out, and what is the governing board's oversight role?



Hiring a Chancellor: Process Overview

In accordance with state law and policy, the UNC System chancellor search process follows a prescribed series of steps that are critical to our success in recruiting and selecting top candidates. For more details see *Hiring a Chancellor: A Guide for Search Committees and Trustees*.

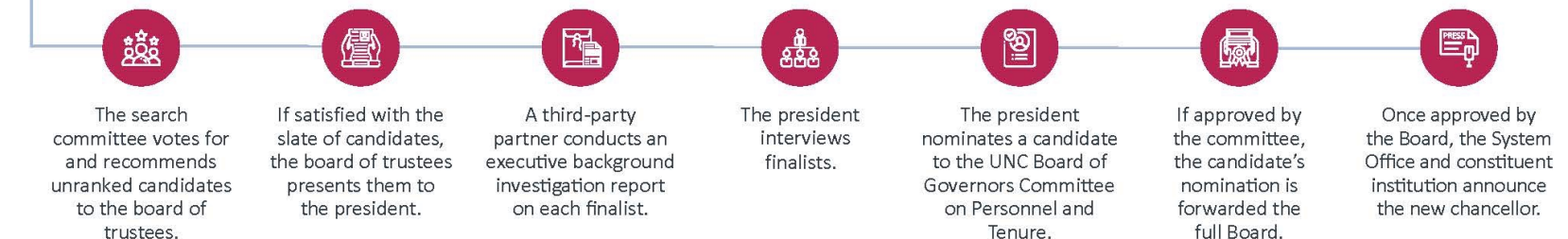
Establishing a Search Committee



Sourcing and Selecting Candidates



Recommending Candidates and Hiring a New Chancellor



200.4 IV – Chancellor Evaluation

Objective: to promote good communication and build strong working relationships between the chancellor and the President, the Board of Trustees and the campus constituents.

Evaluation Schedule

1. Every year the chancellor will provide the President with a report assessing goals and accomplishments, a copy of which may be provided to the Board of Trustees. The President will review the performance of the chancellor. The chancellor's report and any written response from the President will be placed in the chancellor's personnel file.
2. In the second spring after the appointment of the chancellor, and every four years thereafter, the Board of Trustees will review the performance of the chancellor. An assessment committee of the Board of Trustees will ask each trustee to fill out a questionnaire developed by the President's office. The results will be shared with the President and reviewed in a meeting of the chancellor, the chair of the Board of Trustees and the President.
3. In the fourth spring after the chancellor's appointment, and every four years thereafter, the President and the Board of Trustees will conduct a comprehensive review of the chancellor's performance that will include major campus constituencies such as faculty, students, and staff. The chairperson of the Board of Trustees will appoint an assessment committee. The assessment committee in consultation with the chancellor and the President may retain an outside consultant to guide the process, to gather written feedback from the Board, to conduct confidential interviews and to assist the committee in the preparation of a report. The final report along with any response from the chancellor and the President and will be placed in the chancellor's personnel file.



200.4 IV – Chancellor Evaluation Timeline

Annually

Self assessment, goals and accomplishments to the President

Spring 2023

Performance Review by the Board of Trustees

2025

Comprehensive Review by President and Board of Trustees



4.2d Conflict of Interest

The governing board defines and addresses potential conflict of interest for its members.

Questions to Consider

Has the board defined in writing what is considered a conflict of interest?

How are governing board members informed of the existence of the policy?

What are the expectations of board members if there is a conflict of interest on a board issue?

Does the governing board consistently apply its conflict of interest policy?

How does the policy protect the integrity of the institution?

4.2d Conflict of Interest

[UNC Policy 200.1](#) (Dual Memberships and Conflicts of Interest)

Addresses Governor COIs:

1. Foundation Boards and Boards of Visitors
2. Service on Boards of Private Colleges and Universities
3. Inquiries Concerning Admissions and Job Openings
4. Appointments by Board of Governors
 - Familial Relationships
 - Former BOG members for a two-year period of time



4.2d Conflict of Interest

[UNC Policy 200.1](#) (Dual Memberships and Conflicts of Interest)

Also addresses Governor, Trustee, Chancellor, and Chief Finance Officer COIs regarding personal financial interests. Implements certain requirements of the State Ethics Act.

The University [may or may not?] enter into a contract with a value of \$10,000 or more, or with expected payments of \$10,000 or more per year, with a business entity in which a person has a substantial interest, unless an exception applies.



4.2f External Influence

The governing board protects the institution from undue influence by external persons or bodies

Questions to Consider

- How and to what extent are governing board members educated regarding their responsibilities?
- What safeguards are in place to protect the institution from undue influence of external bodies or persons?
- In cases where undue external influence was sought by external bodies or individuals, what actions were taken by the governing board?

4.2e Board Dismissal

The governing board has appropriate and fair processes for the dismissal of a board member

Questions to consider:

What is the institutional policy that governs the removal of a governing board member from office?

Who elects/ appoints governing board members?
Who has the authority to remove board members?

If board member removal is subject to statutory procedures, is board policy consistent with legal requirements?

Does the policy or procedure offer specific grounds for potential board dismissal?

Does the policy or procedure specify a process for dismissal?

Would a reasonable person find the process to be fair?



4.2e Board Dismissal

The governing board has appropriate and fair processes for the dismissal of a board member

Questions to Consider

What is the institutional policy that governs the removal of a governing board member from office?

Who elects/appoints governing board members? Who has the authority to remove board members?

If board member removal is subject to statutory procedures, is board policy consistent with legal requirements?

Does the policy or procedure offer specific grounds for potential board dismissal?

Does the policy or procedure specify a process for dismissal?

Would a reasonable person find the process to be fair?

4.2f External Influence and 4.2e Board Dismissal

[UNC Policy 200.7](#) (Duties, Responsibilities, and Expectations of Board members).

Addresses fiduciary responsibility of Governors and Trustees to UNC and Constituent Institution

A board member may be removed, or recommended for removal, for specified cause by affirmative vote of two-thirds (2/3) of the voting membership of the Board of Governors then in office.



4.2g Board Self-evaluation & Review of Self-assessment Survey Results

Megan Ayers



4.2g Board Self-evaluation

The governing board defines and regularly evaluates its responsibilities and expectations

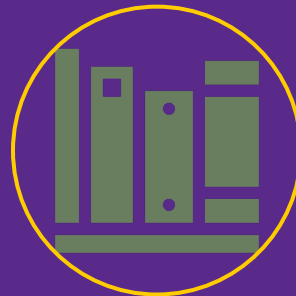
Questions to Consider



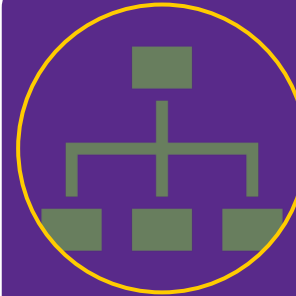
What are the legal obligations of board members? Does each member of the board understand these expectations?



Do bylaws and other written documents for board procedures make clear the role of and limits of board actions?



Do bylaws and other written documents for board distinguish the roles between board (policymaking) and CEO (administrative)?



Is the board structure working well? Are committee responsibilities well defined?



Is the orientation of new board members effective?



4.2g Board Self-evaluation, continued

Questions to consider



How does the board stay informed as to the financial health of the institution?



How does the board maintain its focus on the institutional mission?



Is review of the mission statement a regular expectation of the governing board?



What is the relationship between the institution's CEO and the institution's governing board?



4.2g Board Self-evaluation, continued

Questions to consider



What protections are built into the board structure to ensure the board is not subject to undue influence by a minority of members or by external forces?



Are board minutes clear and accurate? Do they provide sufficient detail to capture the results of deliberations?



Do board procedures regarding protection from internal conflicts of interest work appropriately?



4.2g Board Self-evaluation, continued

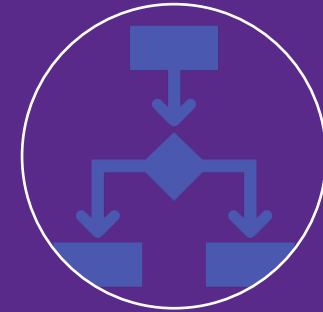
Questions to consider



Does the board have a functioning self-evaluation process?



Are procedures for CEO succession clear?



If the governing board interacts with other boards (e.g., system boards, foundation boards, alumni boards), are duties and expectations clear?



200.4. II. Board of Trustees Assessment

The Board of Trustees of each constituent institution will conduct a self-assessment every four years at a time determined by the Chairperson of the Board of Trustees after consultation with the chancellor and the President.

- Review institutional and system strategic plan;
- Review the goals achieved, the goals unmet, and the goals that need modification,
- Assessment tool / survey
- Review previous self-assessment summaries
- May use a consultant/facilitator
- The chancellor and board chairperson shall submit a summary report to the President and the Board of Governors at the conclusion of the assessment.

SACSCOC recommends more frequent self-assessments, therefore, we have built in mid-cycle self assessments between the comprehensive 4-year assessments.

200.4 II – Board of Trustees Assessment Schedule

2021

Comprehensive Self-Assessment required by UNC Policy

2023

Mid-cycle self-assessment
Recommended by SACSCOC

2025

Comprehensive Self-Assessment required by UNC Policy

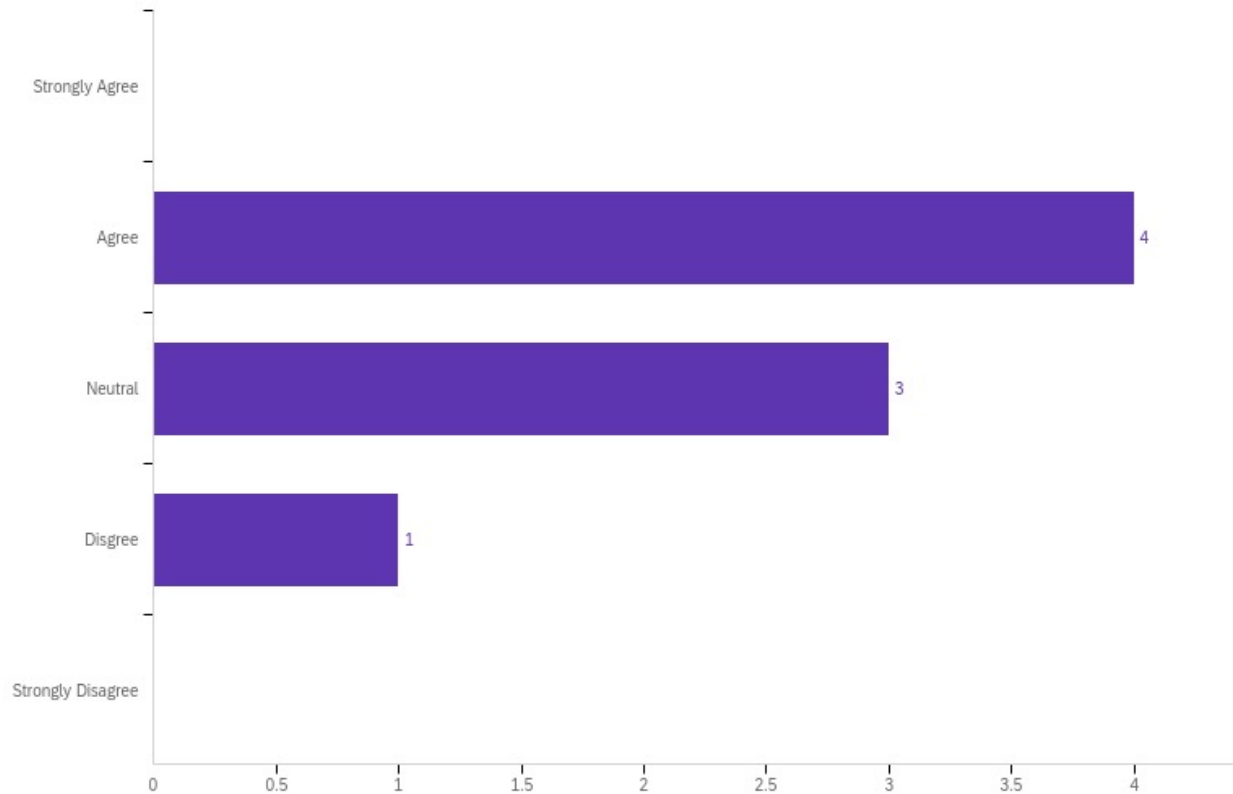


Review of Self-assessment Results

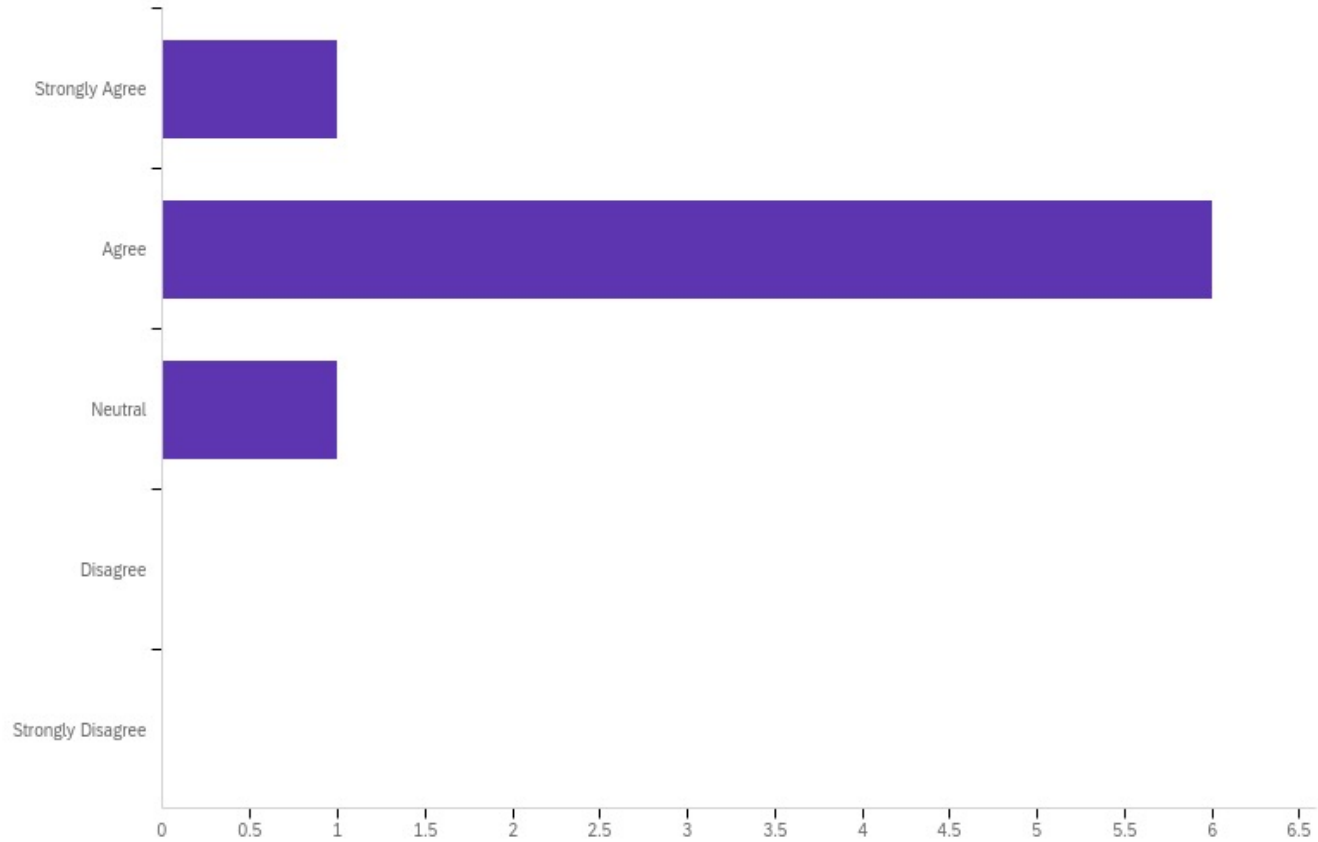
Megan Ayers



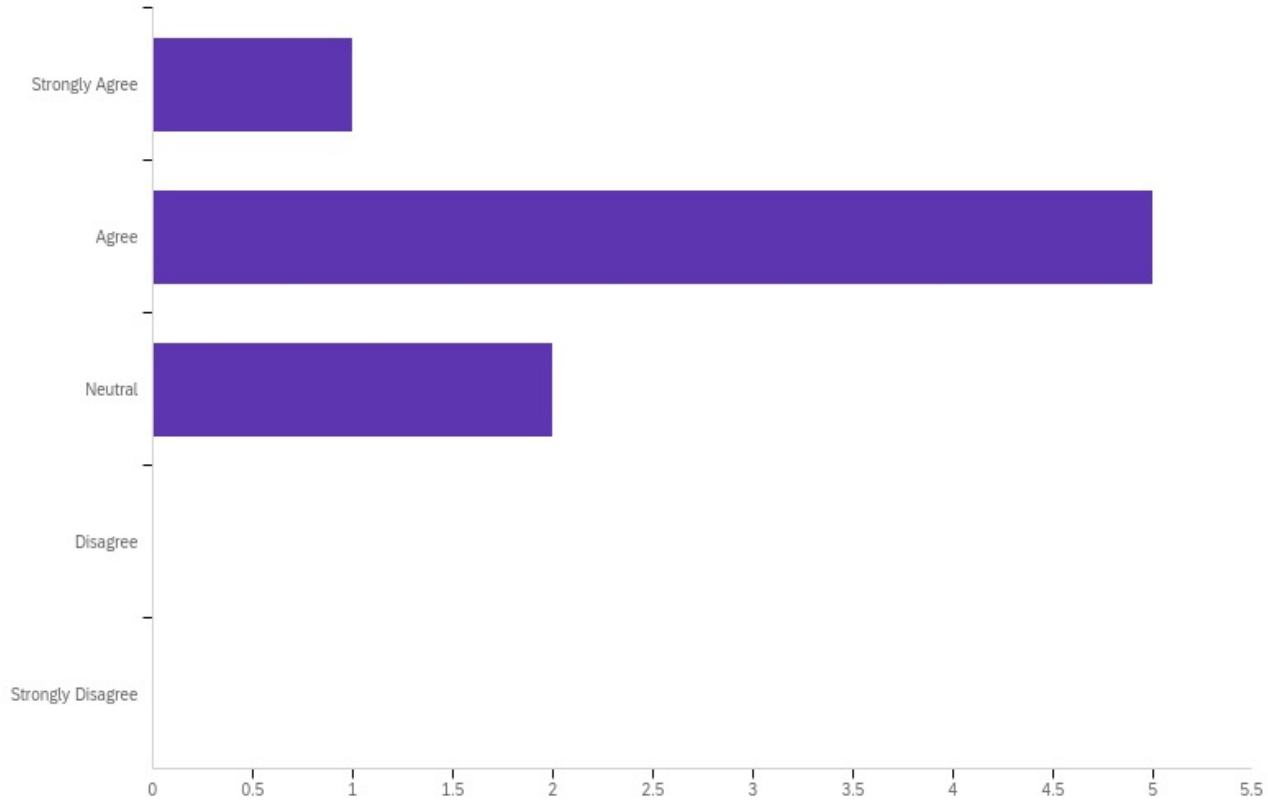
BP1 - The board serves as a sounding board and thought partner to the chief executive.



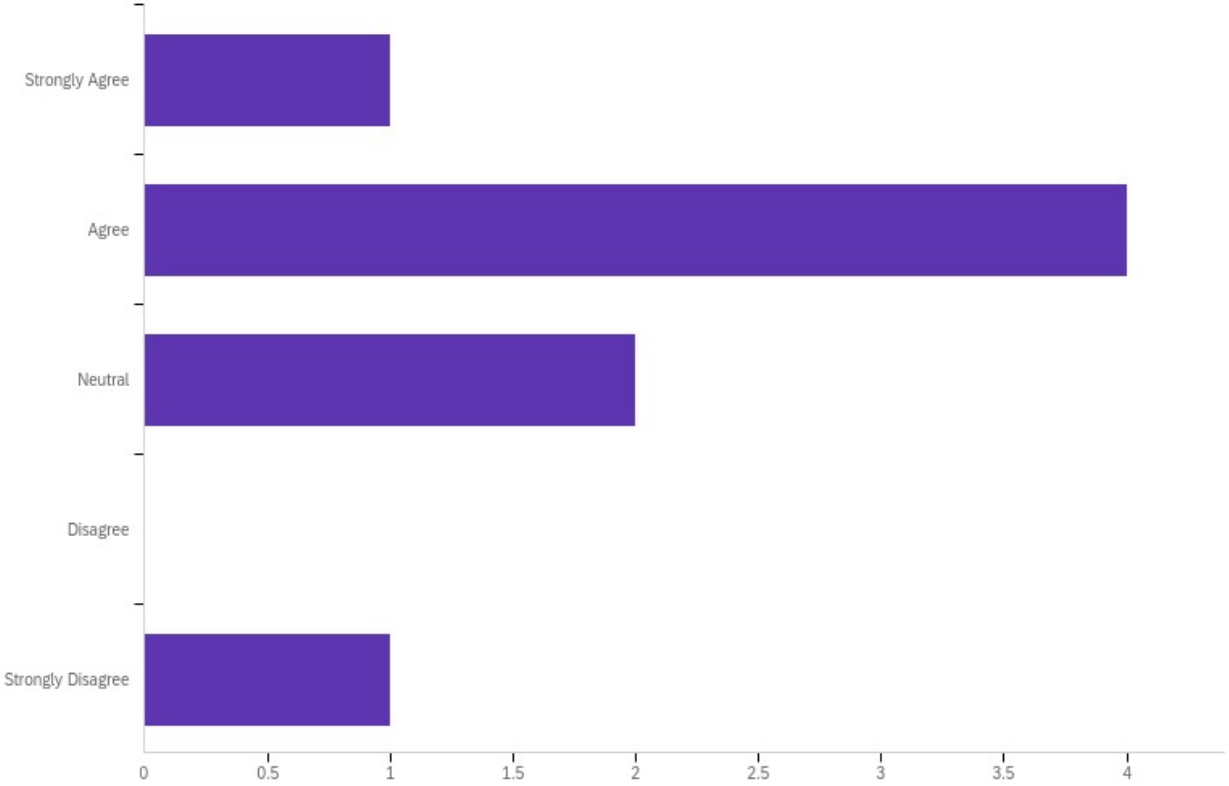
BP2 - The board understands ECU's strategic priorities.



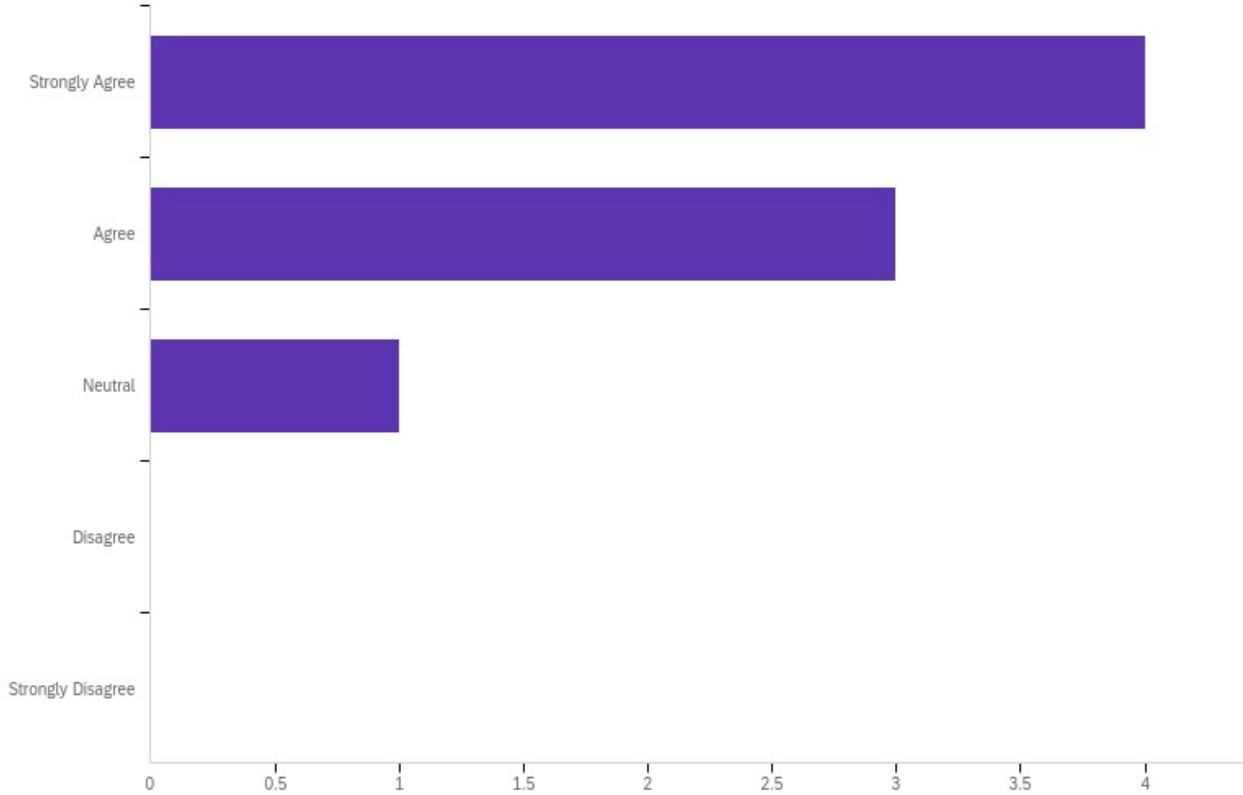
BP3 - The board understands the institution's business model and ensures its adequacy for the future.



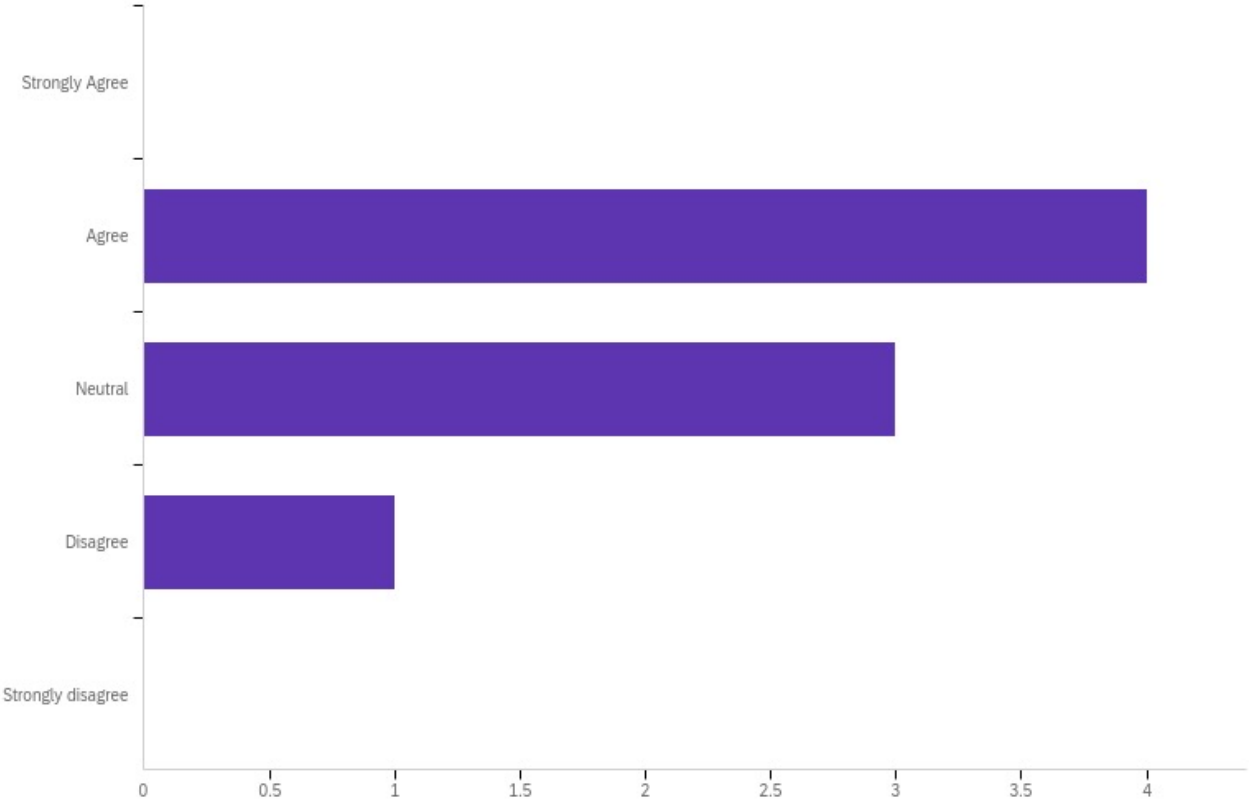
BP4 - The administration involves the board on high-profile issues and issues that present a significant risk to the institution.



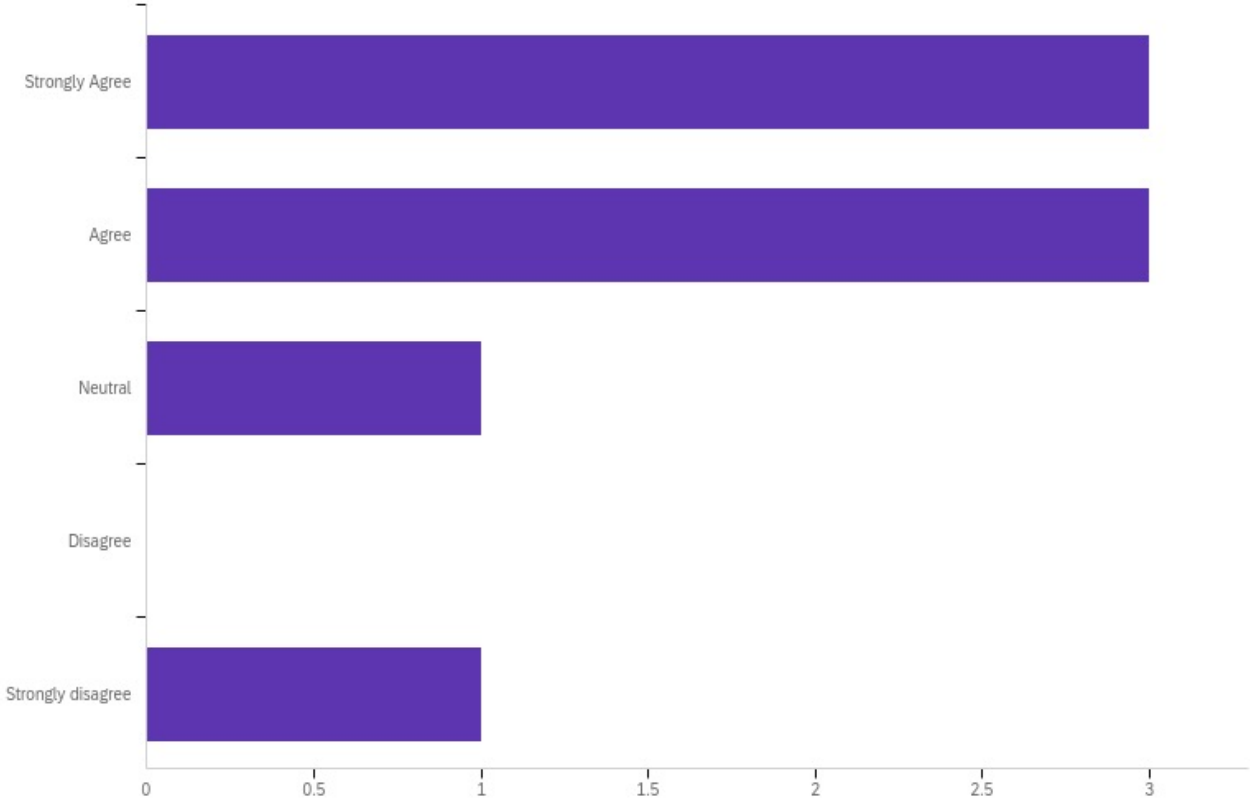
BP5 - The board adheres to a comprehensive conflict of interest policy and addresses conflicts appropriately.



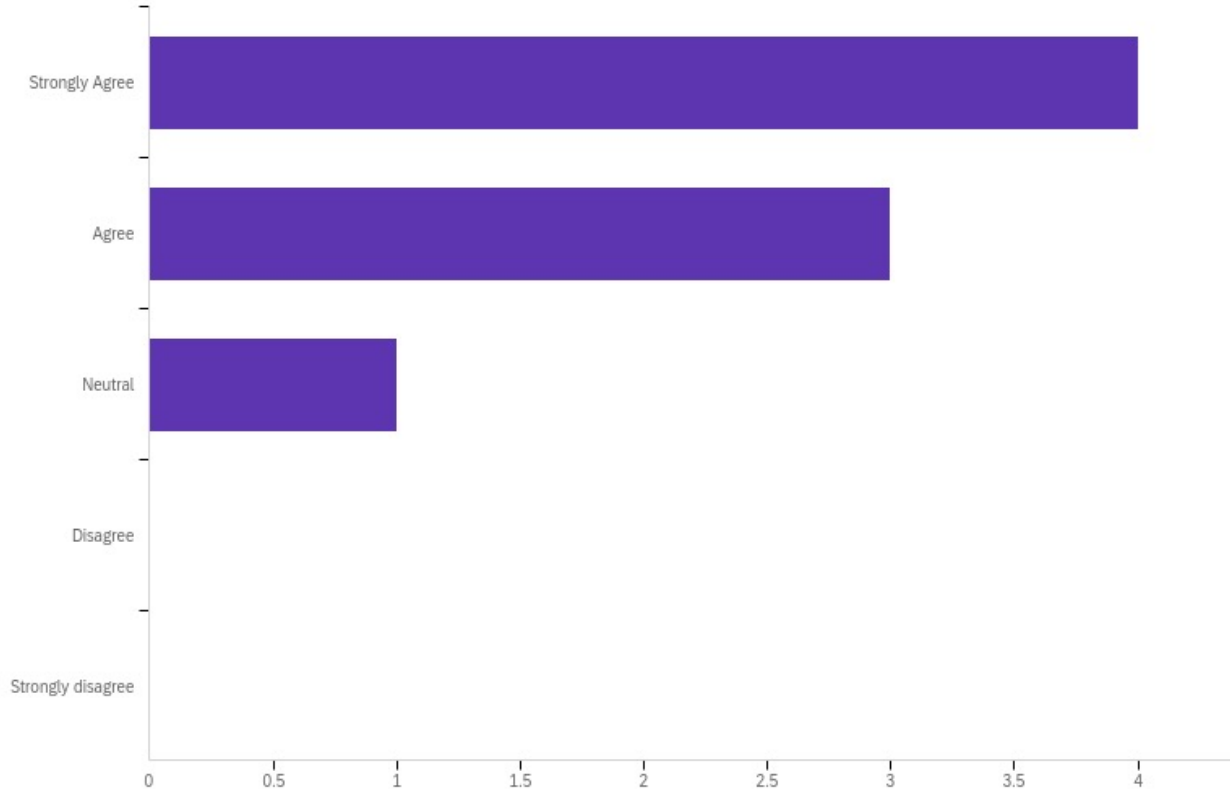
BP6 - The board promotes trust among members through a culture based on openness and respect.



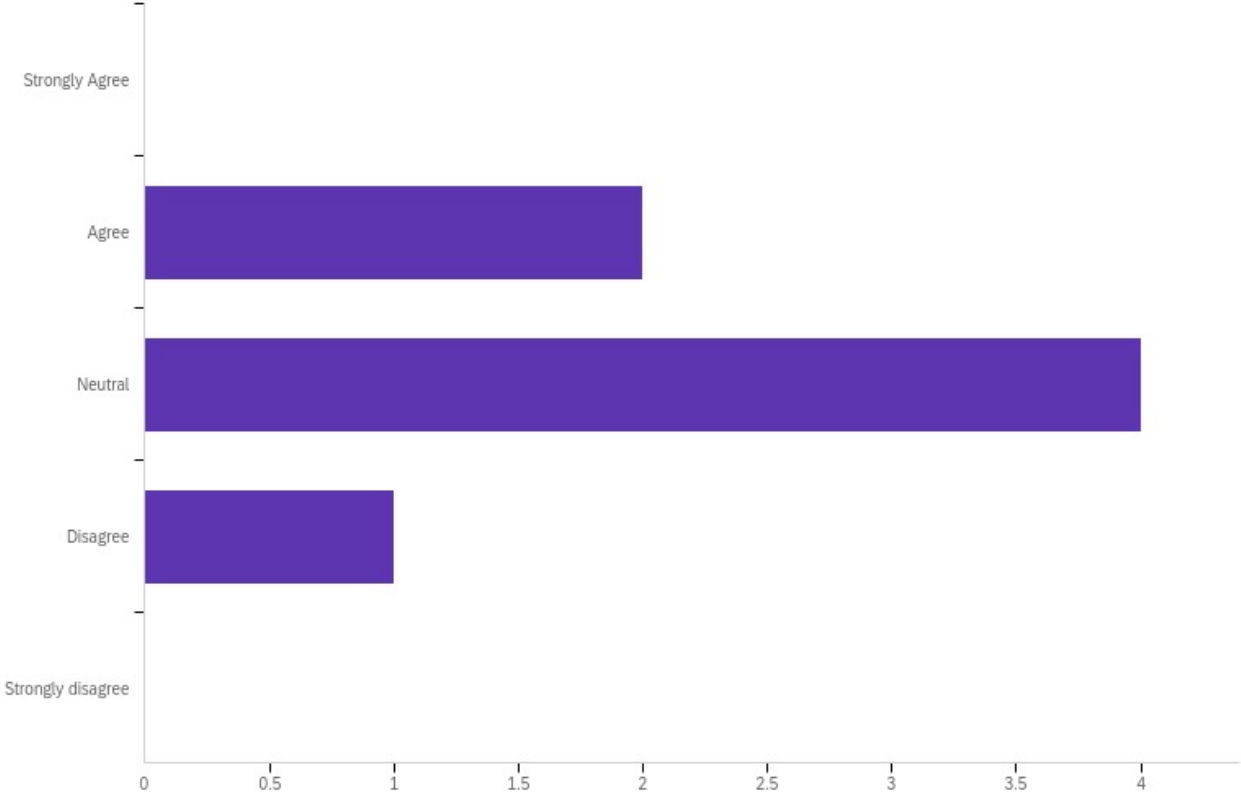
BP7 - The board charges the board leadership to operate with transparency and refrain from usurping the authority of the full board.



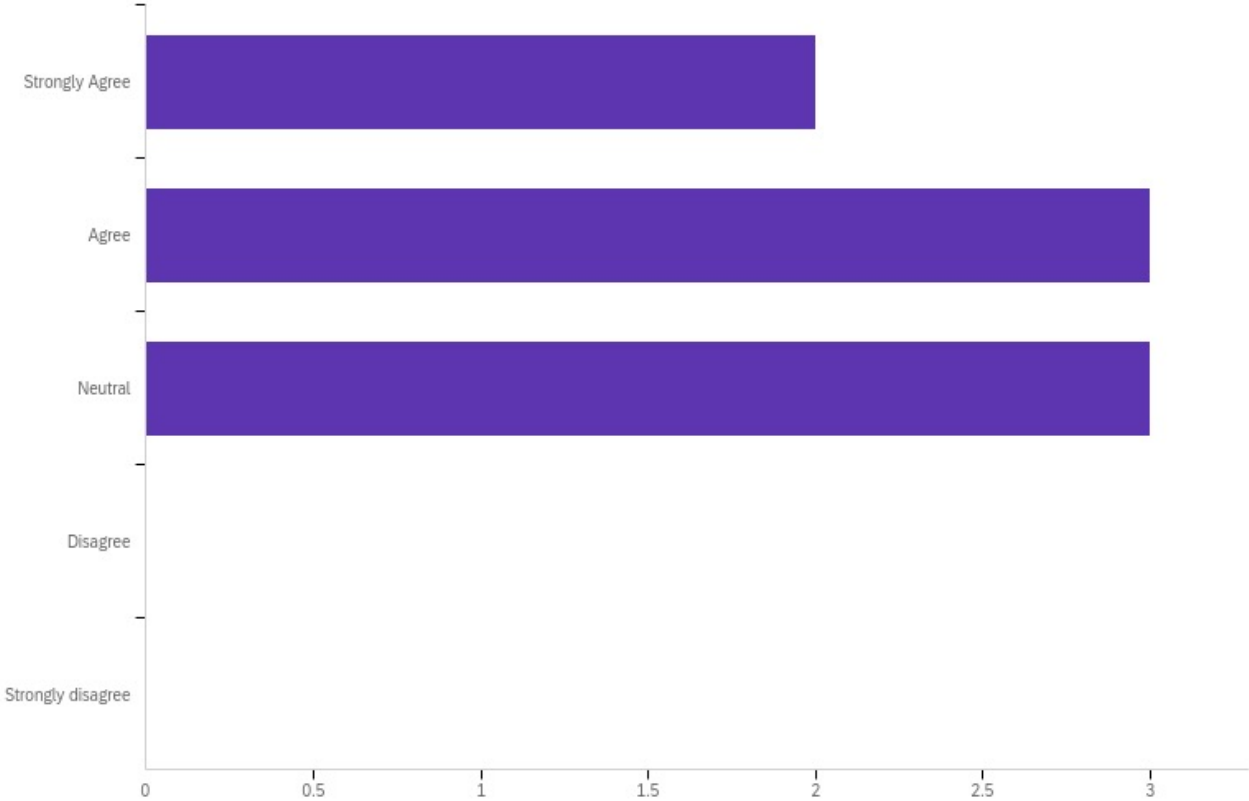
BP8 - The board ensures that decisions are made without undue influence from an individual board member's philanthropy.



BP9 - The board focuses its time on issues of greatest consequence to the institution.



BP10 - The board commits to honoring the appropriate boundaries while making the case for the institution with various stakeholders.



Board Performance Strengths Comments

This Board has been negatively impacted by outside forces that have forced a defensive posture since I arrived in 2017. The impact of attacks on most decisions made such as the Chancellor's residence, the Chancellors whomever they are, as well as unvetted Trustees and much more have made it difficult for the Board to function fully as it should as an advisory body to the Chancellor. Instead we are in a mode of trying to protect the Chancellor and then ourselves because we had the nerve to defend our Chancellor. Our strength needs to be and is the power of Board consensus. A consensus borne of synthesis of an issue where we all ultimately agree with minimal reservations and thus can carry that group advice from 13 of us to our Chancellor to assist with his decision process.

Each board member is passionate about ECU and we all had different experiences while attending ECU. We all bring different perspectives and are strong leaders.

Ability to work through very complex and politically charged issues.



Board Performance Strengths Comments cont.

Strong group of individuals

Board has been united and worked well to support administration's work to enhance our relationship with VMC.

N/A because this is my first year - I will say that the relationships I have already built upon my short term thus far leads me to believe that people skill and transparency would be this boards strong-suit.



Board Performance Improvement Comments

Now that we have moved beyond the issues associated with our unvetted members, it is important that as Fall 2020 begins we focus our attention to how best we support each other, the Chancellor and the University as a Team of 13. I believe a key to this is also full engagement of the Board with the SGA President to ensure we fully understand impact to students of all things happening at ECU. Our primary focus right now must be the Virus and how we analyze & synthesize the data around fully opening up the entire school. More specifically how do we support the Chancellor, Deans, Colleges and most importantly the students in moving forward based on solid positive data. For example, as I type the mortality rate in NC has dropped from about .04 to .018. Given our demographic, this should communicate we are full speed ahead for school activities. Ultimately we must focus our energies together on the same issues and provide that advice as required. We must be focused on getting back to the full Pirate experience on this campus and beyond.



Board Performance Improvement Comments cont.

This year has brought on a series of campus and board member disruptions. Including not seeing each other for a board meeting as well as Spring Commencement. It is hard to exchange ideas while on Quarantine.

Having a seat at the table with administration more frequently. I feel as if we have been left out of the loop and without much advisory to admin on certain issues.

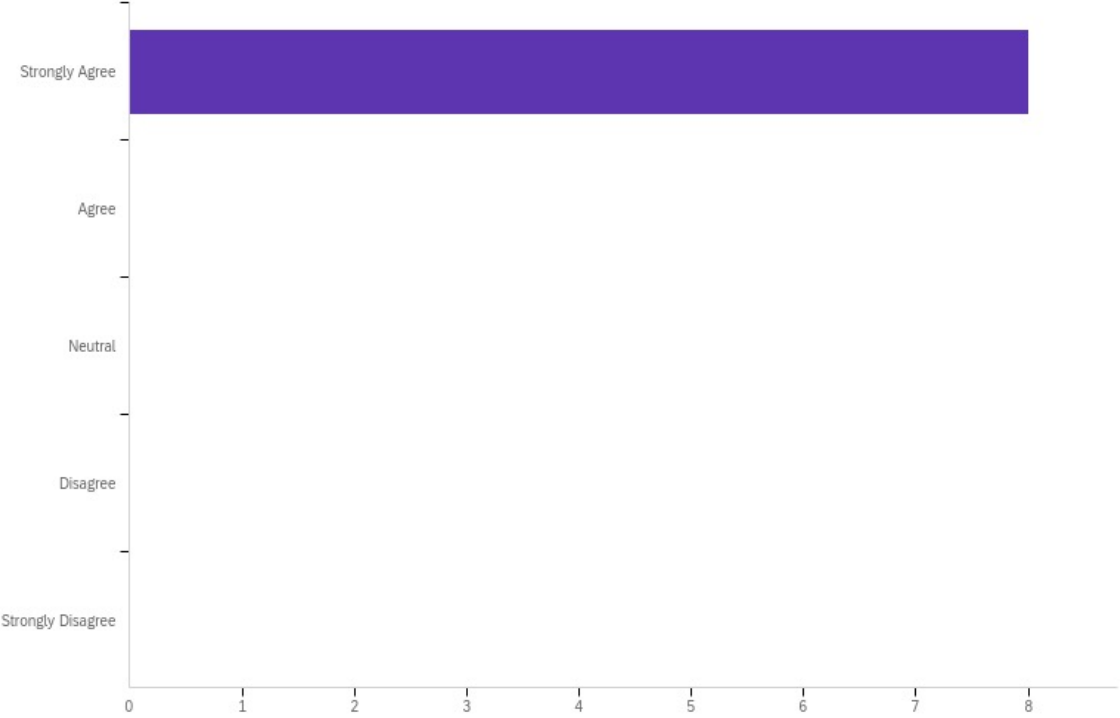
The board communication needs to be improved. Board leadership acts on behalf of the full board without authority of full board. Board is hesitant to have healthy debate of conflicting views in open public forums.

Understand fully the authority and role of the Board.

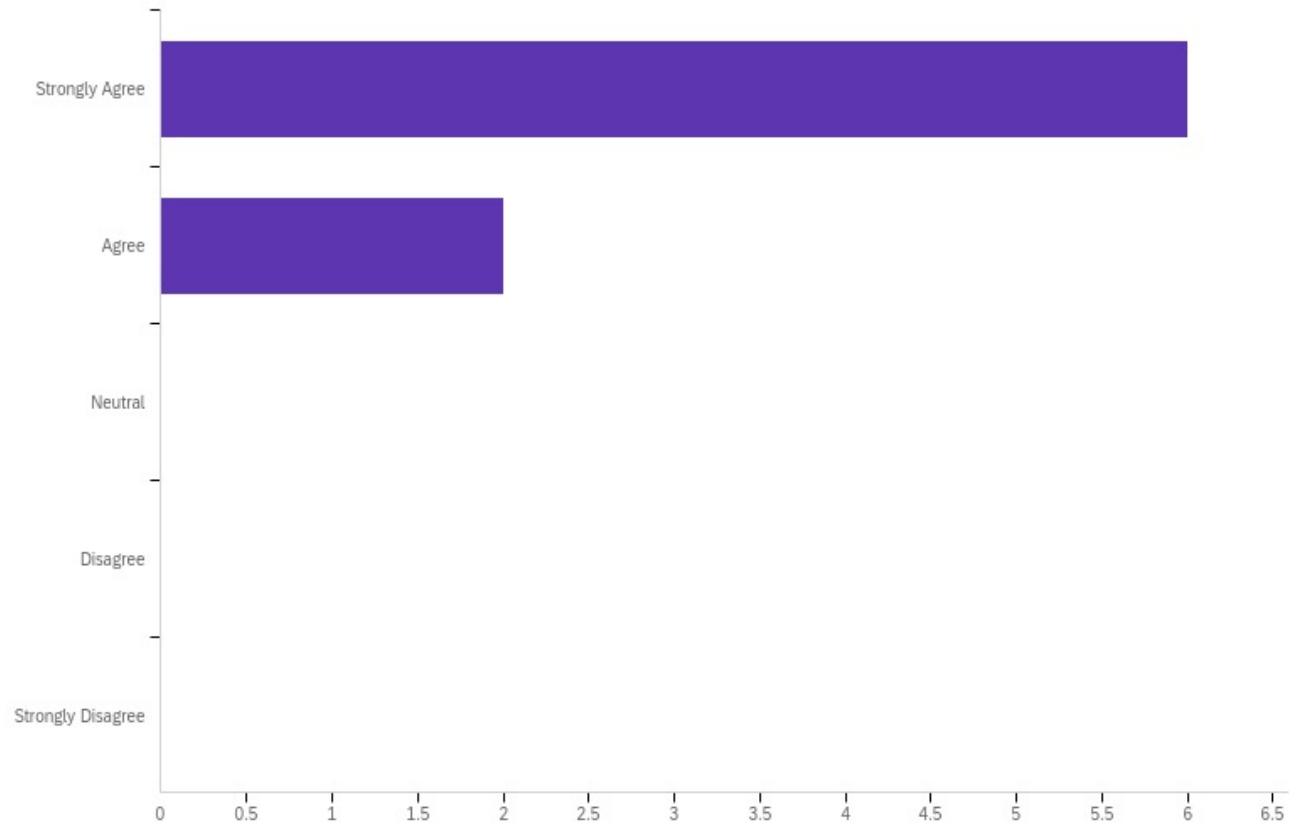
Better communications



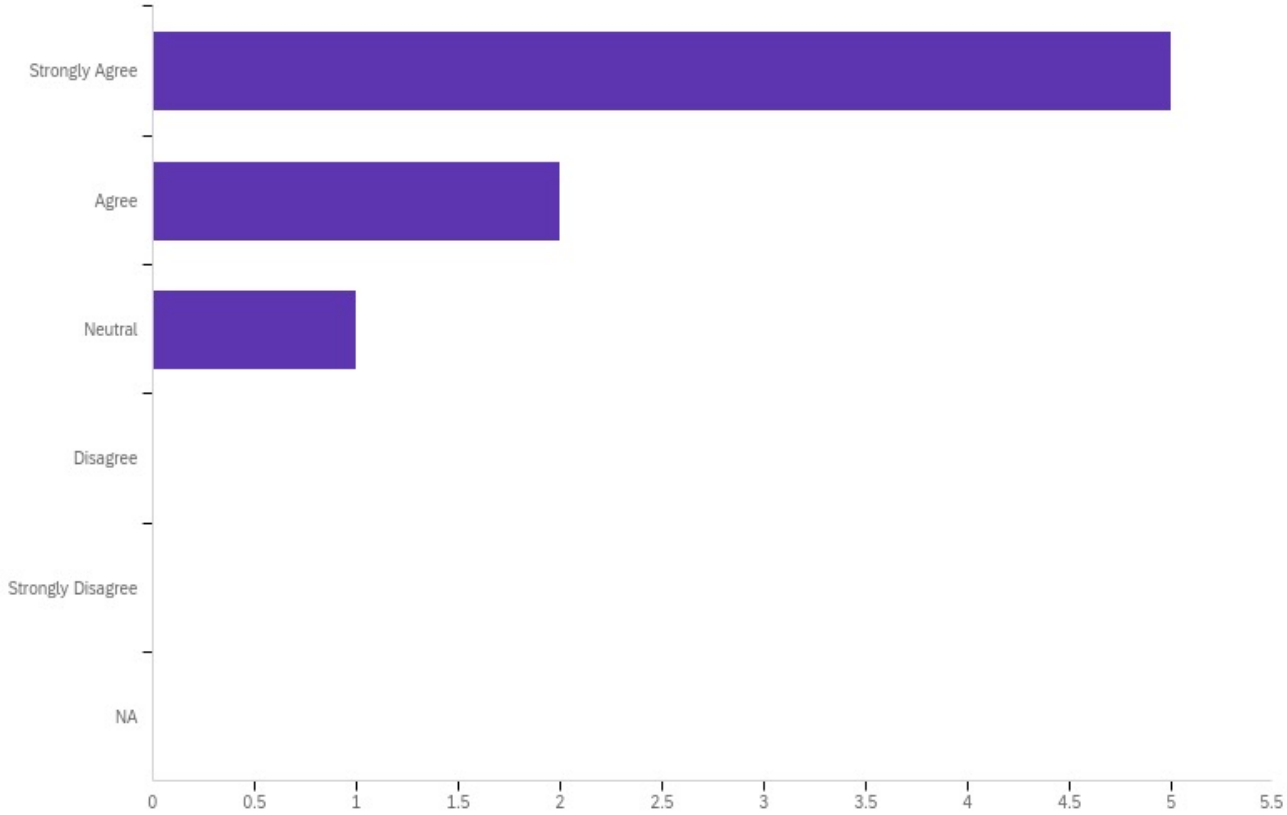
IBP1 - I attend full board, committee and special called meetings regularly.



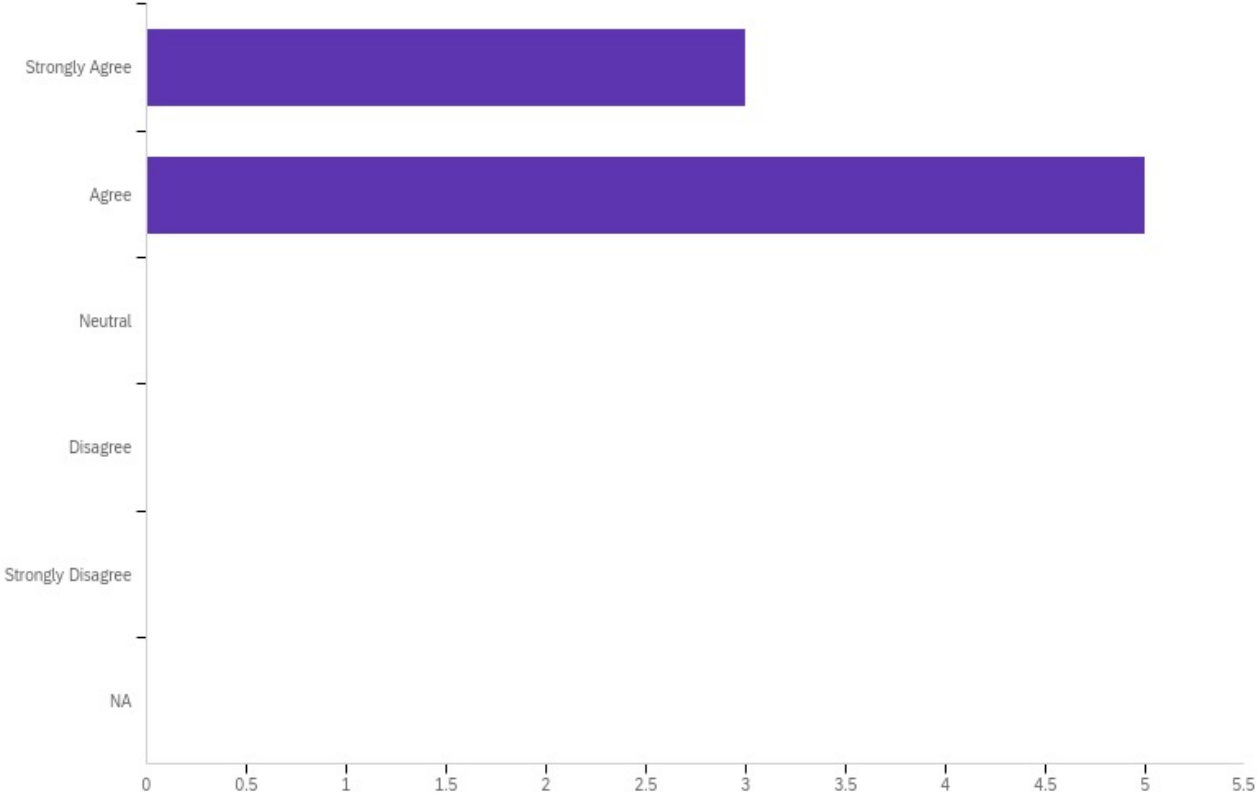
IBP2 - I come to the meetings prepared, having read the materials, and participate in discussions.



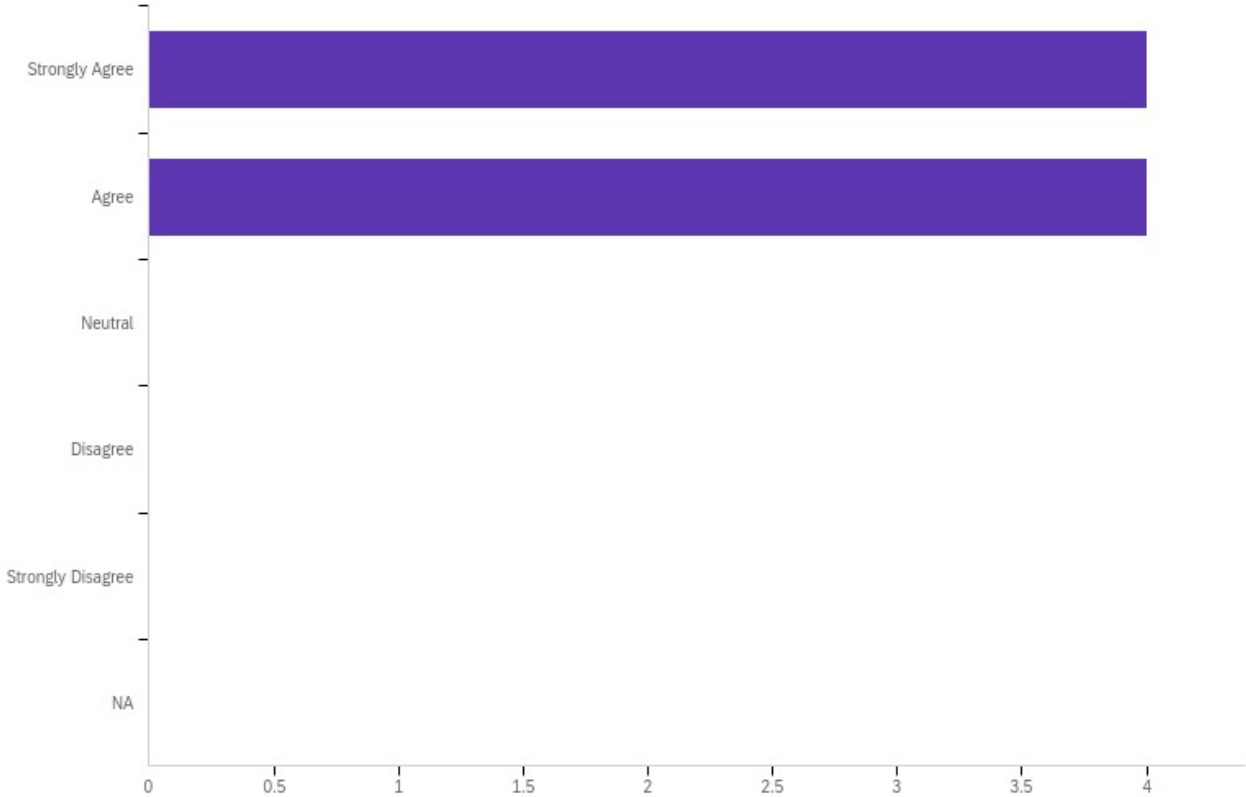
IBP3 - I have a solid understanding of ECU's mission and strategic plan.



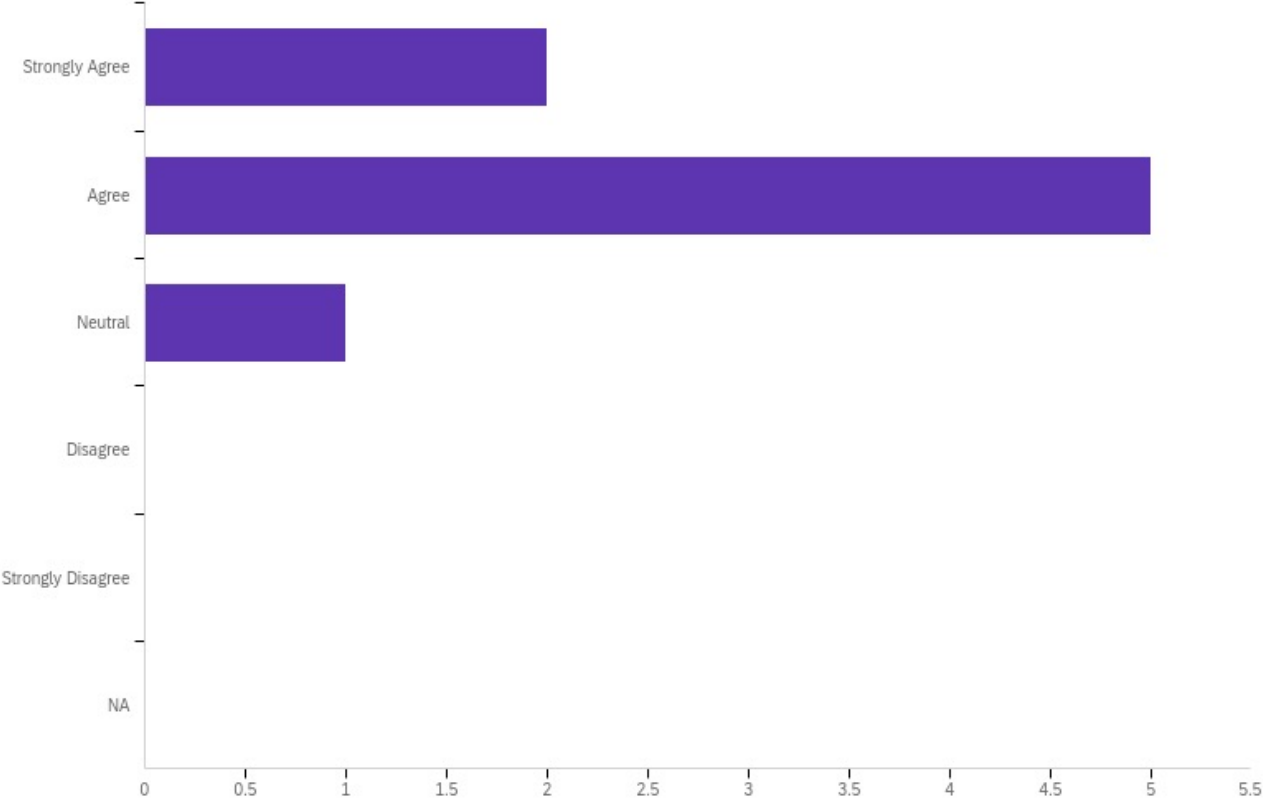
IBP4 - I am informed about ECU's educational programs and academic quality.



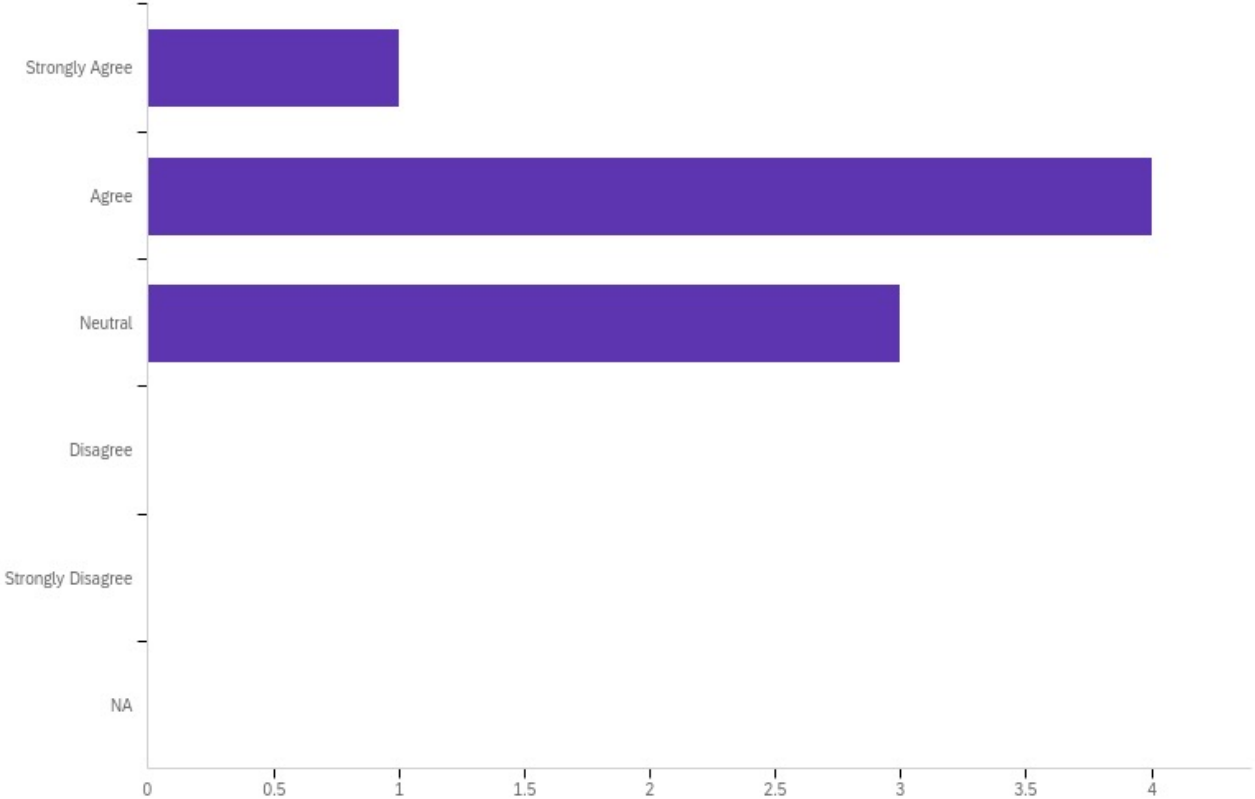
IBP5 - I am familiar with ECU's bylaws and board level policies and procedures.



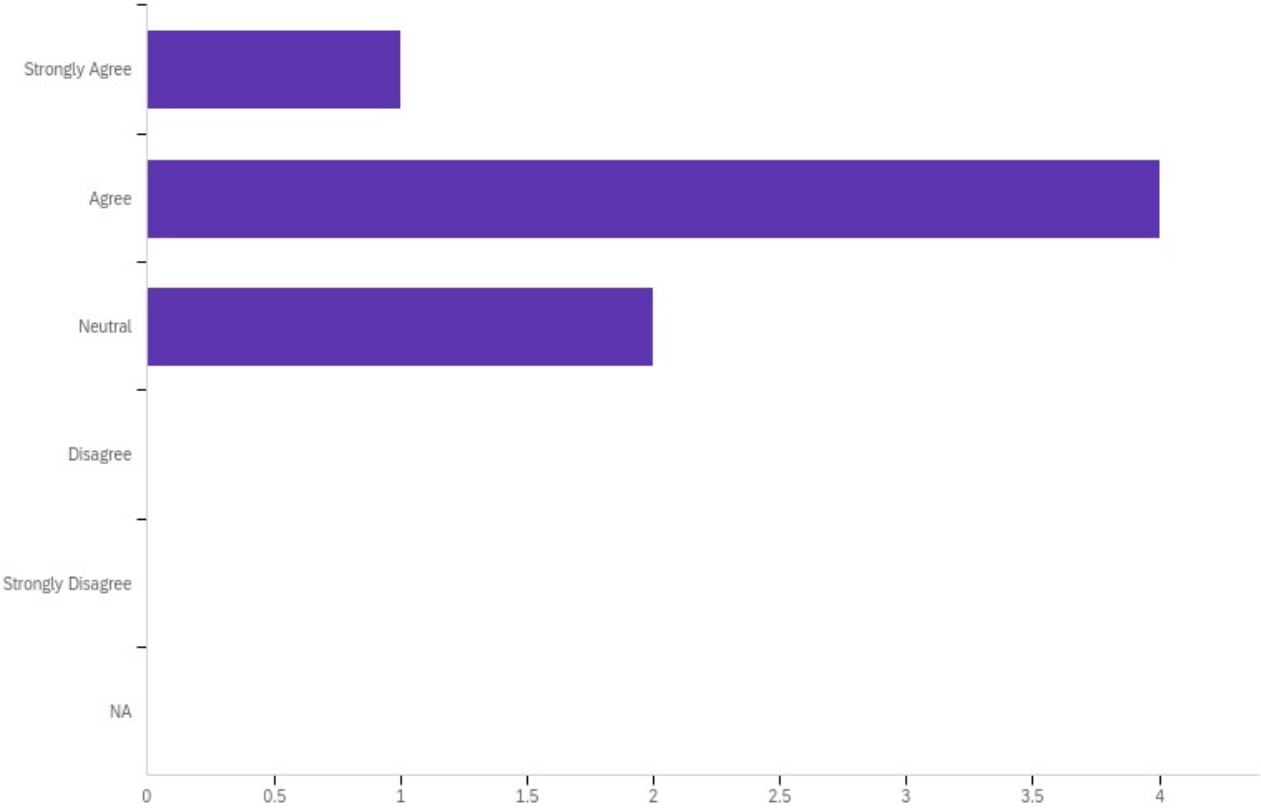
IBP6 - I have an understanding of the needs, concerns and perspectives of the STUDENTS.



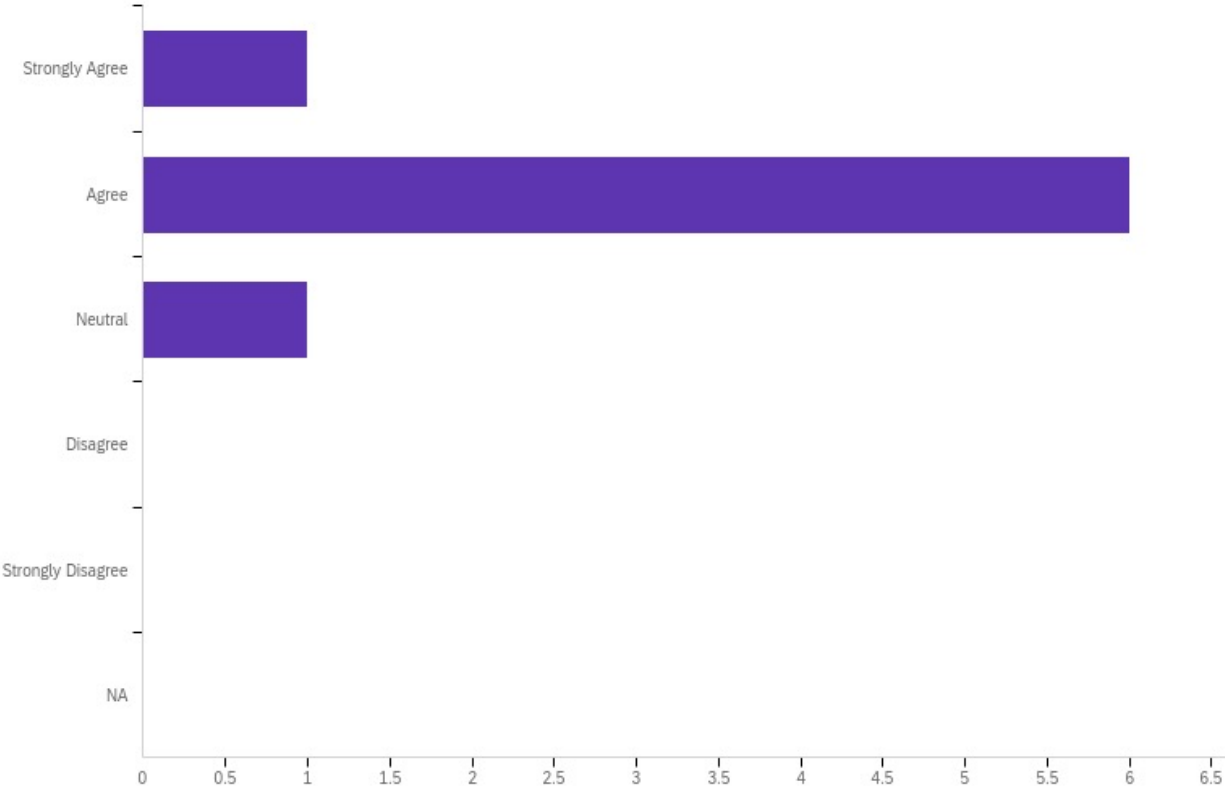
IBP7 - I have an understanding of the needs, concerns and perspectives of the FACULTY.



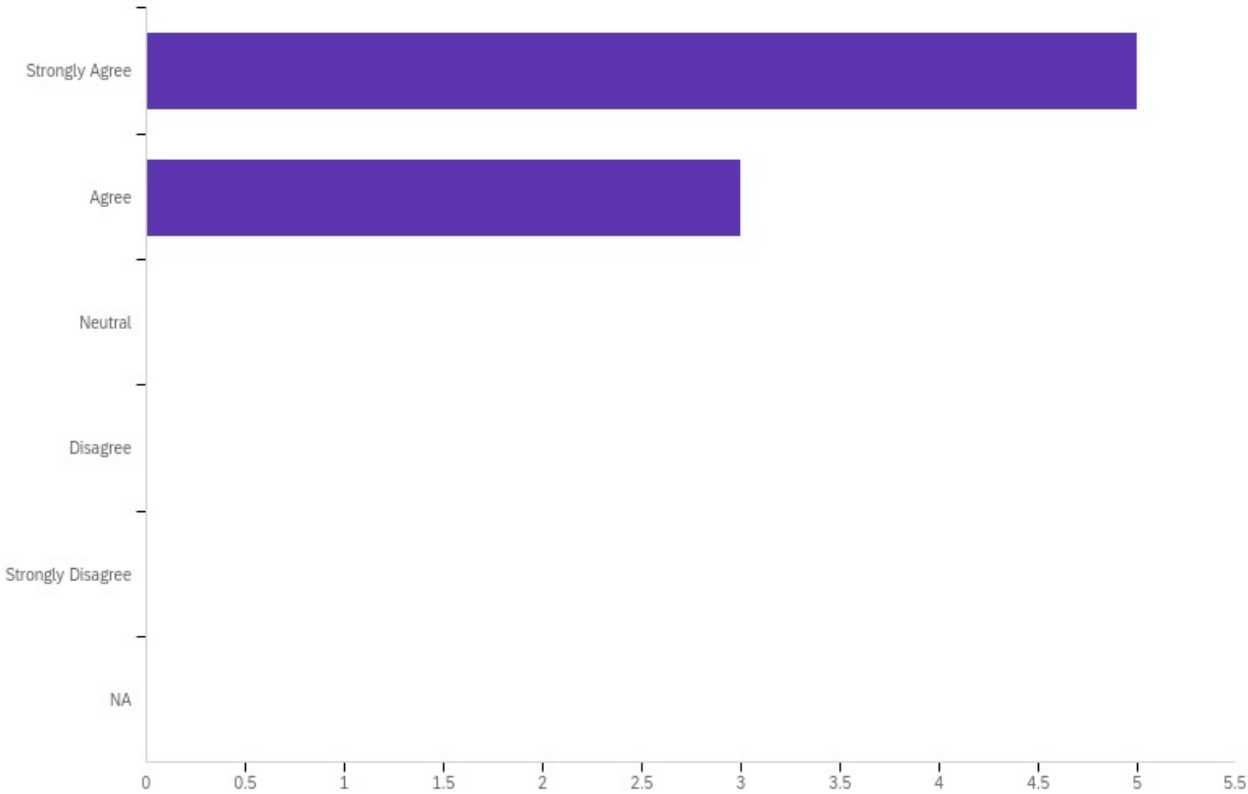
IBP8 - I have an understanding of the needs, concerns and perspectives of the ALUMNI.



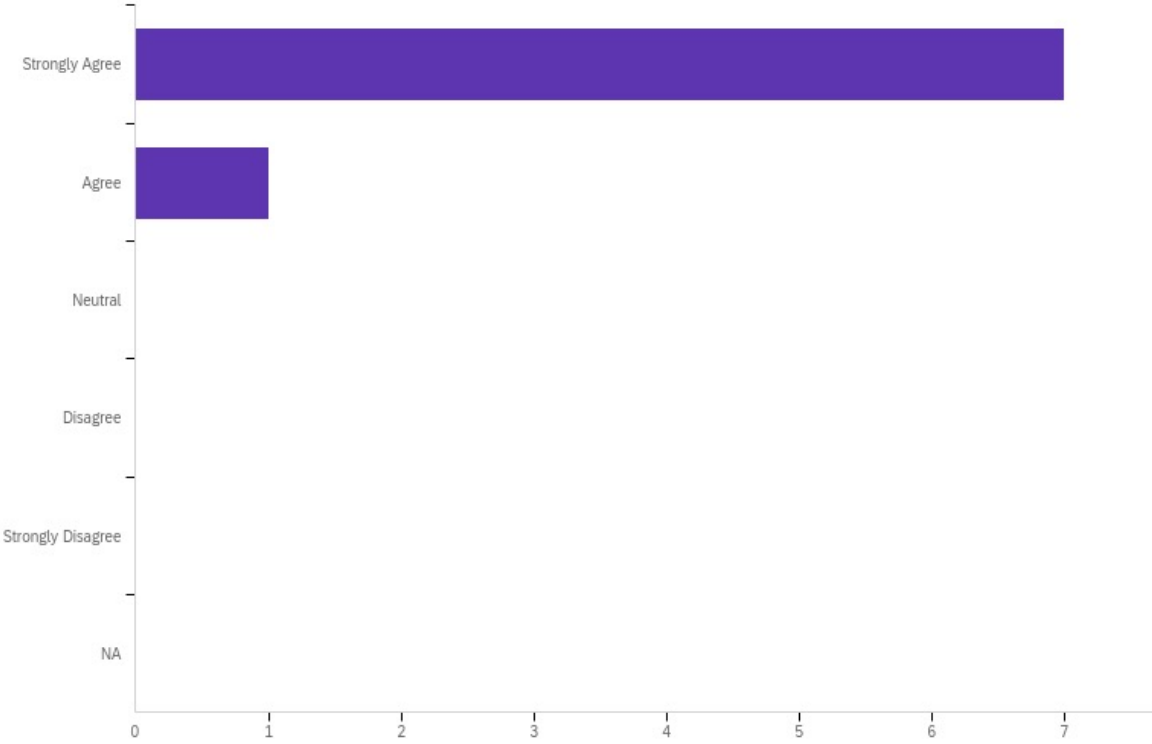
IBP9 - I have an understanding of the needs, concerns and perspectives of the ADMINISTRATION.



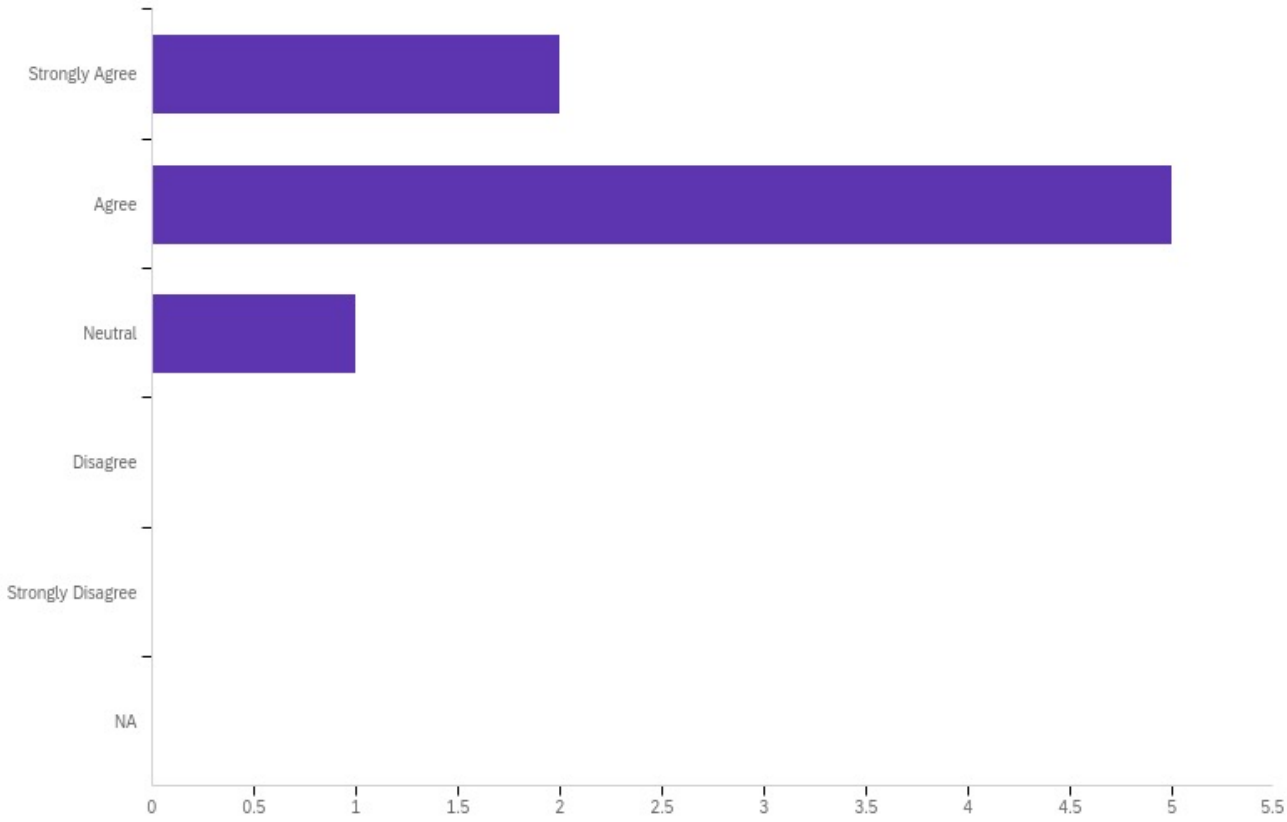
IBP10 - I understand and have fulfilled my responsibilities as a board member as articulated in UNC Policy 200.7 Roles and Responsibilities.



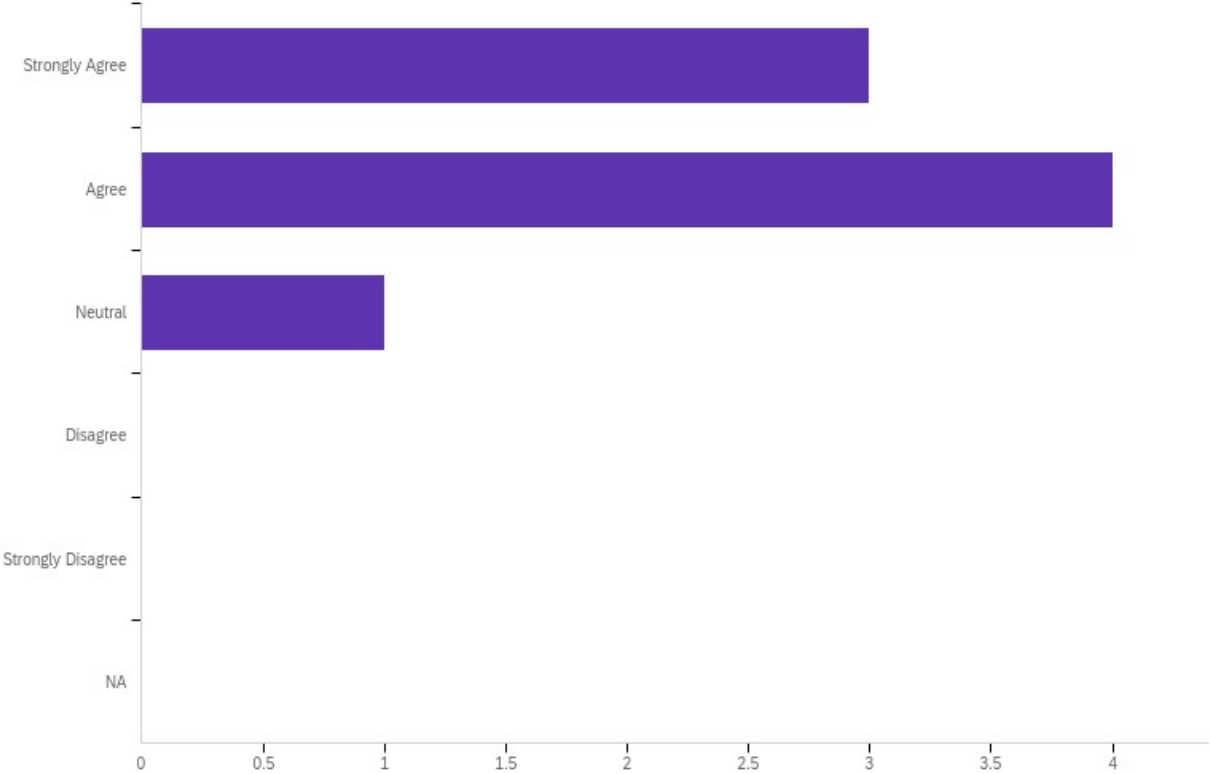
IBP11 - I support my university thru philanthropic means.



IBP12 - My interests, skills and background are used effectively as a board member.



IBP13 - I have a good rapport with my fellow board members and am comfortable expressing my opinions.



Individual Board Member Comments

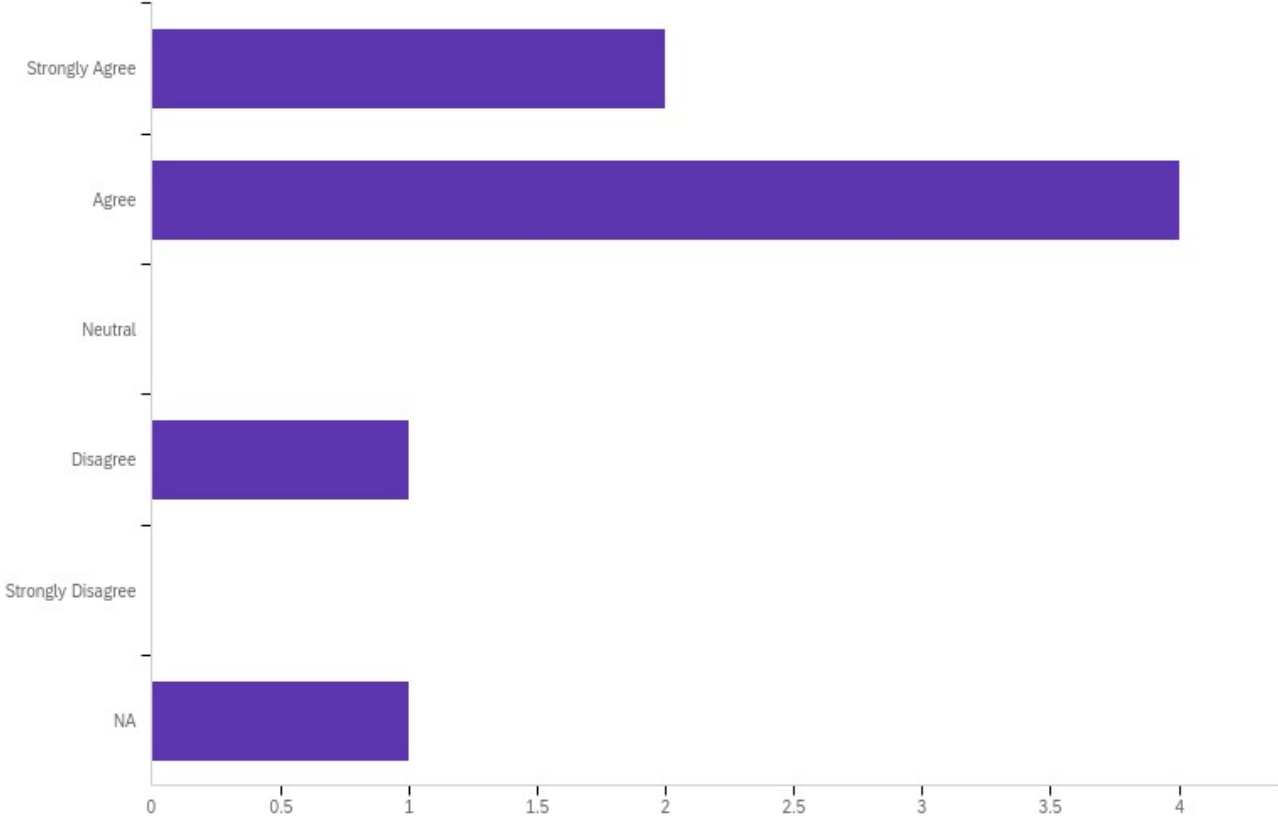
I do think now is a good time to return to Pinehurst for an offsite. I recommend two actually. One soonest and one as soon as our new Chancellor is named. We need one now to help us gell and then one to help us gell with the new Chancellor. If we do so, I would like to recommend someone to lead the event as last time we did this, little was added by the session leader.

Looking forward to getting to know our 2 new members to the board.

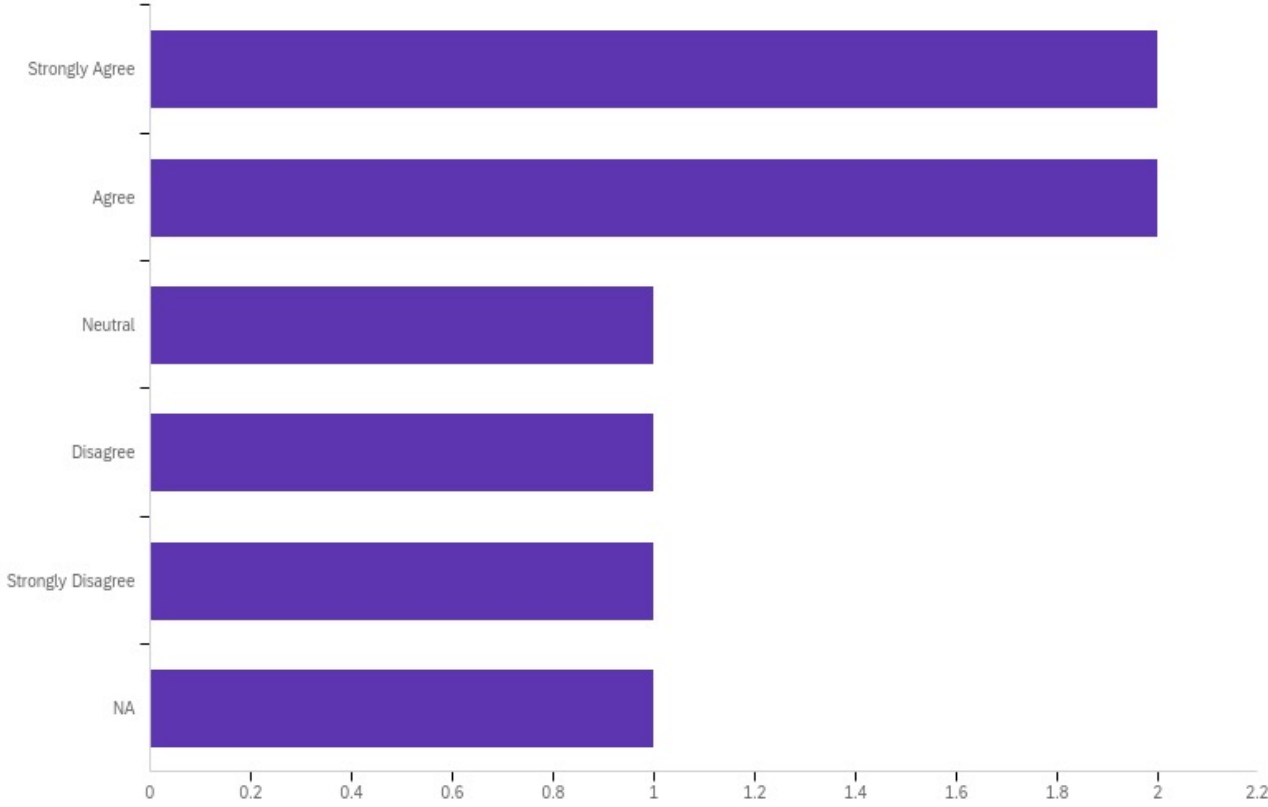
Student perspective would be my strongest asset to the board I would say.



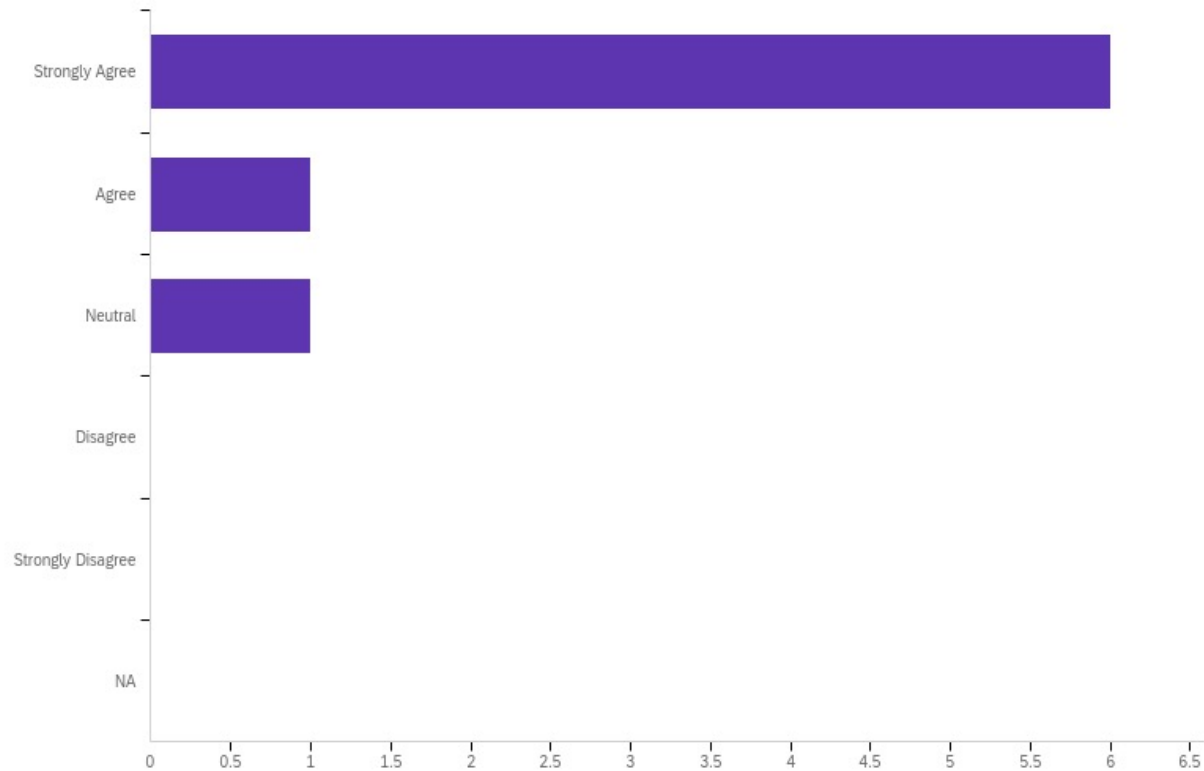
CP1 - The work of the board committees is clearly articulated.



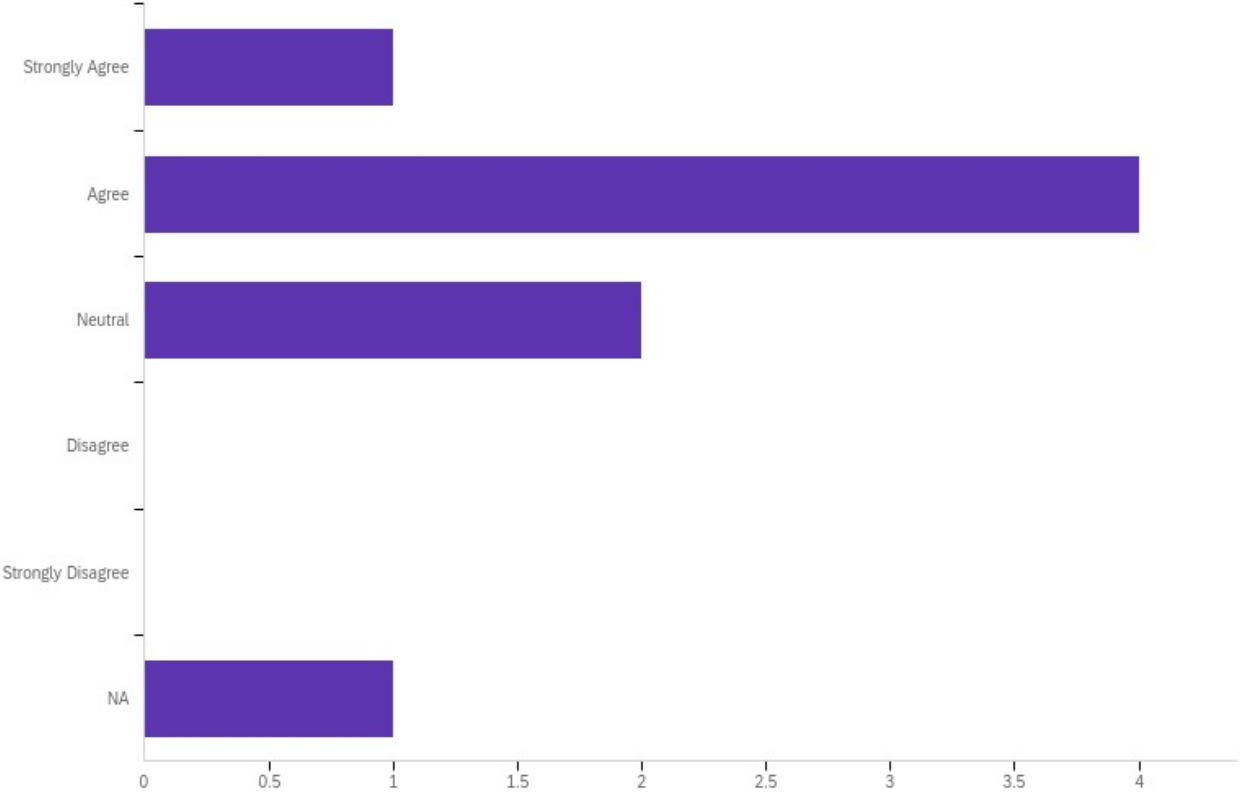
CP2 - Committees focus on strategic issues over administrative matters.



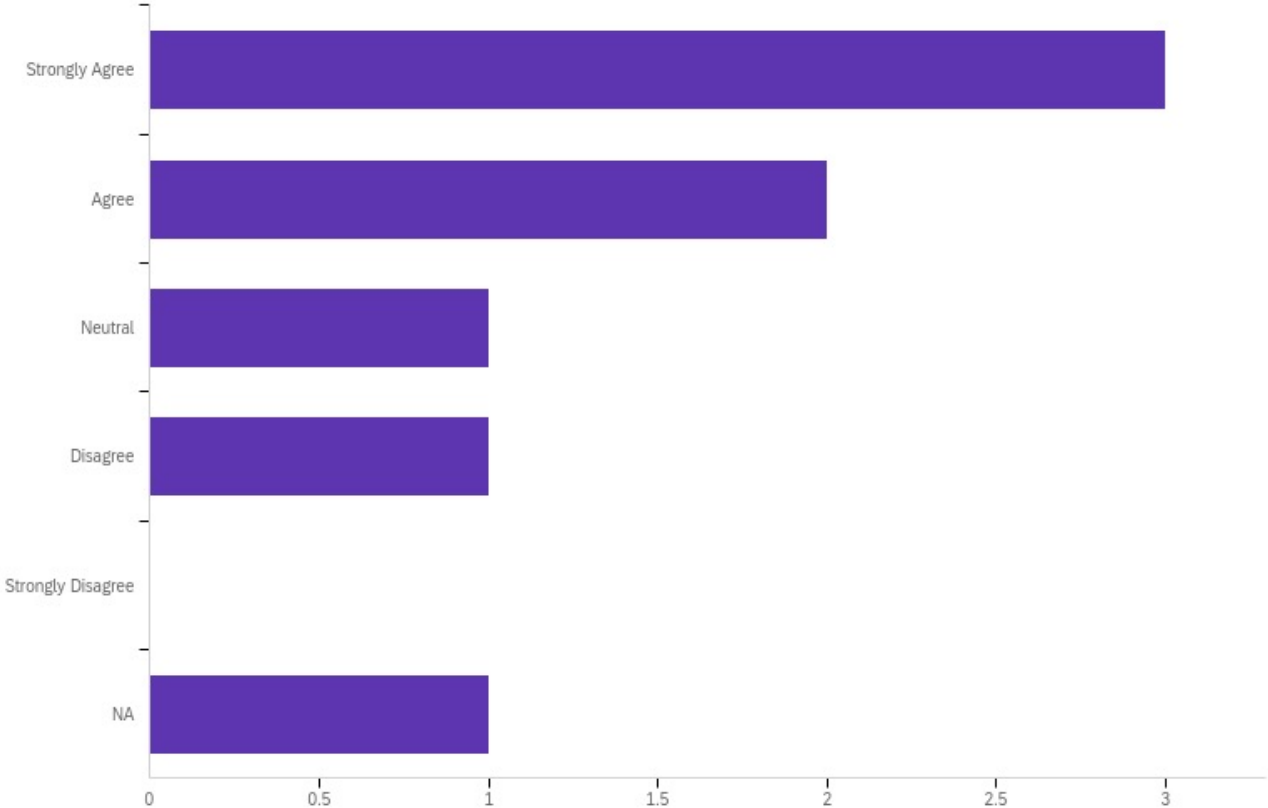
CP3 - The operational metrics structure is a useful tool for guiding committee work.



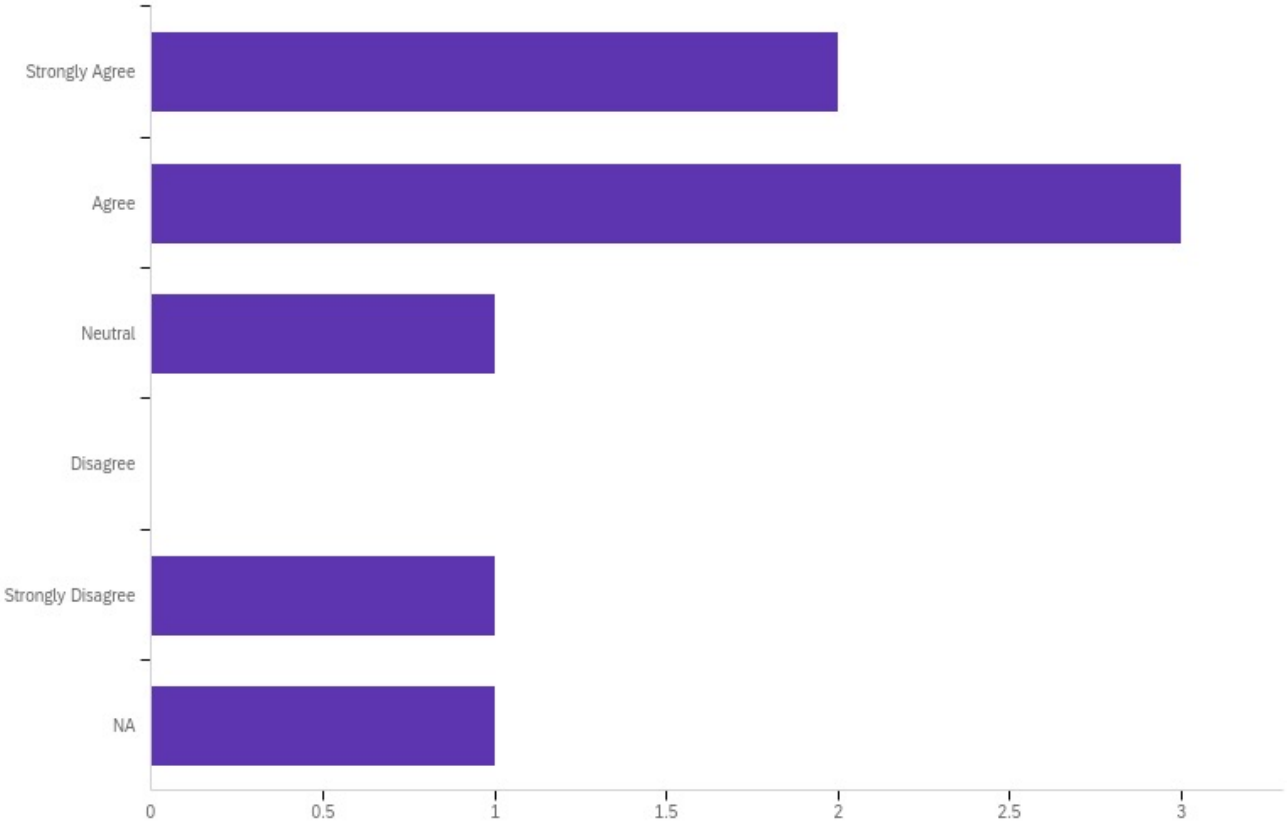
CP4 - The committee chairs provide adequate leadership



CP5 - The committees have adequate support from professional staff.



CP6 - The committee meetings are well organized and meaningful (agendas, materials, presentations).



Comments Related to Committees

The key are our new metrics. We must keep them focused and relevant in each committee...period!

Committee are not utilized to enhance the university. Instead committees are used as a perfunctory presentation model with little to no discussion or committee work. Other than a call between the administration liaison and the committee leadership to set the agenda there is virtually no committee work between meetings.



Additional Comments

Just a second request for a Teambuilding Offsite

I look forward to working with this group as we continue to serve in this capacity to ECU. I think that we have great board leadership, and sound board members to capitalize on ECU's mission to gain momentum towards the future.



Next Steps

Vern Davenport





July 23, 2021

Agenda Item: IX.A.1. Property Lease
2355 West Arlington

Responsible Person: Stephanie Coleman
Interim Vice Chancellor
Administration & Finance

Action Requested: Approval

Notes:

Proposed Motion:

I move that the Board approve the sublease agreement with Bio-Medical Applications of North Carolina and ECU Physicians, Brody School of Medicine for a nephology clinic located at 2355 W. Arlington Boulevard, as presented in board materials.



MEMORANDUM

TO: Stephanie Coleman

FROM: Kevin Carraway

DATE: May 4, 2021

SUBJECT: Request ECU Board of Trustees Approval to Enter into a New Sublease at 2355 W. Arlington Boulevard

Request ECU Board of Trustees approval to enter into a Sublease Agreement with Bio-Medical Applications of North Carolina and ECU Physicians, Brody School of Medicine for a nephology clinic located at 2355 W. Arlington Boulevard. The sublease will include approximately 2,700 square feet of space for Sublessee's exclusive use and 440 rentable square feet of space which is 25% used by Sublessee situated in the Premises.

The sublease is strategic in nature as ECU Nephology and Fresenius Dialysis have been working together in the same facility for over 17 years. The new sublease complies with the Anti-Kickback laws.

The term of the new Sublease will be a 3-year lease effective 5/20/2021 ending 5/19/2-24 at the annual rent of \$45,136.00 for year one. Rent shall increase each year by 2.5%.

The lease has been approved by the ECU Physicians Property Review Committee, and the Dean, Brody School of Medicine.

cc: Robert LaGesse



July 23, 2021

Agenda Item: IX.A.2. Property Lease
2150 Herbert Court

Responsible Person: Stephanie Coleman
Interim Vice Chancellor
Administration & Finance

Action Requested: Approval

Notes:

Proposed Motion:

I move that the Board approve the lease agreement between Truth Properties of JRBA LLC and ECU Physicians, Brody School of Medicine, located at 2150 Herbert Court, for the continued use as ECU Pediatrics Specialty Care, as presented in board materials.



MEMORANDUM

TO: Stephanie Coleman
FROM: Kevin Carraway
DATE: Wednesday, April 14, 2021
SUBJECT: Request ECU Board of Trustees Approval to Renew the Lease at 2150 Herbert Court for use as ECU Pediatrics Specialty Care – Greenville

Request ECU Board of Trustees approval on one property matters:

ECU Physicians wishes to renew the Lease Agreement between Truth Properties of JRBA LLC and ECU Physicians, Brody School of Medicine, East Carolina University entered into October 5, 2016 with the original landlord, Ernie & Up, LLC and which will terminate on December 31, 2021. The lease is for 11,441 rentable square feet of clinical/office space used as ECU Pediatrics Specialty Care since 2006 located at 2150 Herbert Court, Greenville, NC. The term of the new Amendment will be a 5-year lease term effective 1/1/2022 ending 12/31/2026 with a yearly 2.25% escalator after year one (1) of the first lease amendment. The rental schedule is as follows:

Months	Total Annual Rent	Monthly Rent
January 1, 2022 – December 31, 2022	\$ 214,624.51	\$ 17,885.38
January 1, 2023 – December 31, 2023	\$ 219,453.56	\$ 18,287.80
January 1, 2024 – December 31, 2024	\$ 224,391.27	\$ 18,699.27
January 1, 2025 – December 31, 2025	\$ 229,440.07	\$ 19,120.01
January 1, 2026 – December 31, 2026	\$ 234,602.47	\$ 19,550.21

The lease has been approved by the ECU Physicians Property Review Committee and the Dean, Brody School of Medicine.



July 23, 2021

Agenda Item: IX.A.3. Property Leases
517 & 521 Moye Boulevard

Responsible Person: Stephanie Coleman
Interim Vice Chancellor
Administration & Finance

Action Requested: Approval

Notes:

Proposed Motion:

I move that the Board approve the lease renewal agreement at 2160 Herbert Court for use as ECU Women's Clinic as presented in board materials.



MEMORANDUM

TO: Stephanie Coleman
 FROM: Kevin Carraway
 DATE: Friday, July 16, 2021
 SUBJECT: Request ECU Board of Trustees Approval to Renew the Leases at 517 Moye Blvd. and 521 Moye Blvd. – Greenville

Request ECU Board of Trustees approval on two related property matters:

1. ECU Physicians wishes to renew the Lease Agreement between Greenville 521 Properties LLC and ECU Physicians, Brody School of Medicine, East Carolina University entered into a lease March 8, 2017 with Moye Medical I, LLC which terminates on December 31, 2024. The lease is for +/-26,758 rentable square feet of clinical/office space. The term of the new Amendment will be a 6-year lease term effective 1/1/2025 ending 12/31/2030. The rental schedule is as follows :

Months	Total Annual Rent	Monthly Rent
January 1, 2025 – December 31, 2025	\$ 628,813.00	\$ 52,401.08
January 1, 2026 – December 31, 2026	\$ 644,533.33	\$ 53,711.00
January 1, 2027 – December 31, 2027	\$ 660,646.66	\$ 55,053.89
January 1, 2028 – December 31, 2028	\$ 677,162.82	\$ 56,430.24
January 1, 2029 – December 31, 2029	\$ 694,091.90	\$ 57,840.99
January 1, 2030 – December 31, 2030	\$ 711,444.19	\$ 59,287.02

Renewing now will allow ECU Physicians to access \$500,000 upfit allowance for improvements and reduces the future lease escalator from 3% to 2.5% in years 2025-2030.

(continued on next page)

2. ECU Physicians wishes to renew the Lease Agreement between Greenville 517 Properties LLC and ECU Physicians, Brody School of Medicine, East Carolina University entered into a lease March 8, 2017 with Moye Medical II, LLC which terminates on December 31, 2024. The lease is for +/-44,259 rentable square feet of clinical/office space. The term of the new Amendment will be a 6-year lease term effective 1/1/2025 ending 12/31/2030. The rental schedule is as follows :

Months	Total Annual Rent	Monthly Rent
January 1, 2025 – December 31, 2025	\$ 1,040,086.50	\$ 86,673.88
January 1, 2026 – December 31, 2026	\$ 1,066,088.66	\$ 88,840.72
January 1, 2027 – December 31, 2027	\$ 1,092,1740.88	\$ 912,061.74
January 1, 2028 – December 31, 2028	\$ 1,120,059.40	\$ 93,338.28
January 1, 2029 – December 31, 2029	\$ 1,148,060.89	\$ 95,671.74
January 1, 2030 – December 31, 2030	\$ 1,176,762,41	\$98,063.53

Renewing now will allow ECU Physicians to access \$500,000 upfit allowance for improvements and reduces the future lease escalator from 3% to 2.5% in years 2025-2030.

The lease has been approved by the ECU Physicians Property Review Committee and the Dean, Brody School of Medicine.



July 23, 2021

Agenda Item: IX.A.4. Property Lease
2160 Herbert Court

Responsible Person: Stephanie Coleman
Interim Vice Chancellor
Administration & Finance

Action Requested: Approval

Notes:

Proposed Motion:

I move that the Board approve the lease renewal agreement at 2160 Herbert Court for use as ECU Women's Clinic as presented in board materials.



MEMORANDUM

TO: Stephanie Coleman
 FROM: Kevin Carraway
 DATE: Tuesday, May 25, 2021
 SUBJECT: Request ECU Board of Trustees Approval to Renew the Lease at 2160 Herbert Court for use as ECU Women’s Clinic – Greenville

Request ECU Board of Trustees approval on one property matter:

ECU Physicians wishes to renew the ECU Physicians wishes to renew the Lease Agreement between 2160 Herbert Court LLC and ECU Physicians, Brody School of Medicine, East Carolina University entered into June 28, 2004 with the original landlord, Venture Partners I, LLC and which has been on a month-to-month basis since February 1, 2019. The lease is for 17,684 rentable square feet of clinical/office space used as the ECU Women's Clinic located at 2160 Herbert Court, Greenville, NC. The term of the new Amendment will be a 5-year lease term effective 8/1/2021 ending 7/31/2026 with a \$176,000 upfit allowance and a yearly 2% escalator after year one (1) of the first lease amendment.

The rental schedule is as follows:

Months	Total Annual Rent	Monthly Rent
August 1, 2021 – July 31, 2022	\$ 316,431.14	\$ 26,369.26
August 1, 2022 – July 31, 2023	\$ 322,759.76	\$ 26,896.65
August 1, 2023 – July 31, 2024	\$ 329,214.96	\$ 27,434.58
August 1, 2024 – July 31, 2025	\$ 335,799.26	\$ 27,983.27
August 1, 2025 – July 31, 2026	\$ 342,515.24	\$ 28,542.94

The lease has been approved by the ECU Physicians Property Review Committee and the Dean, Brody School of Medicine.

cc: Robert LaGesse



July 23, 2021

Agenda Item: IX. B. Audit Plan

Responsible Person: Wayne Poole
Director of Internal Audit

Action Requested: Information Only

Notes:

FY 2022 Annual Audit Plan

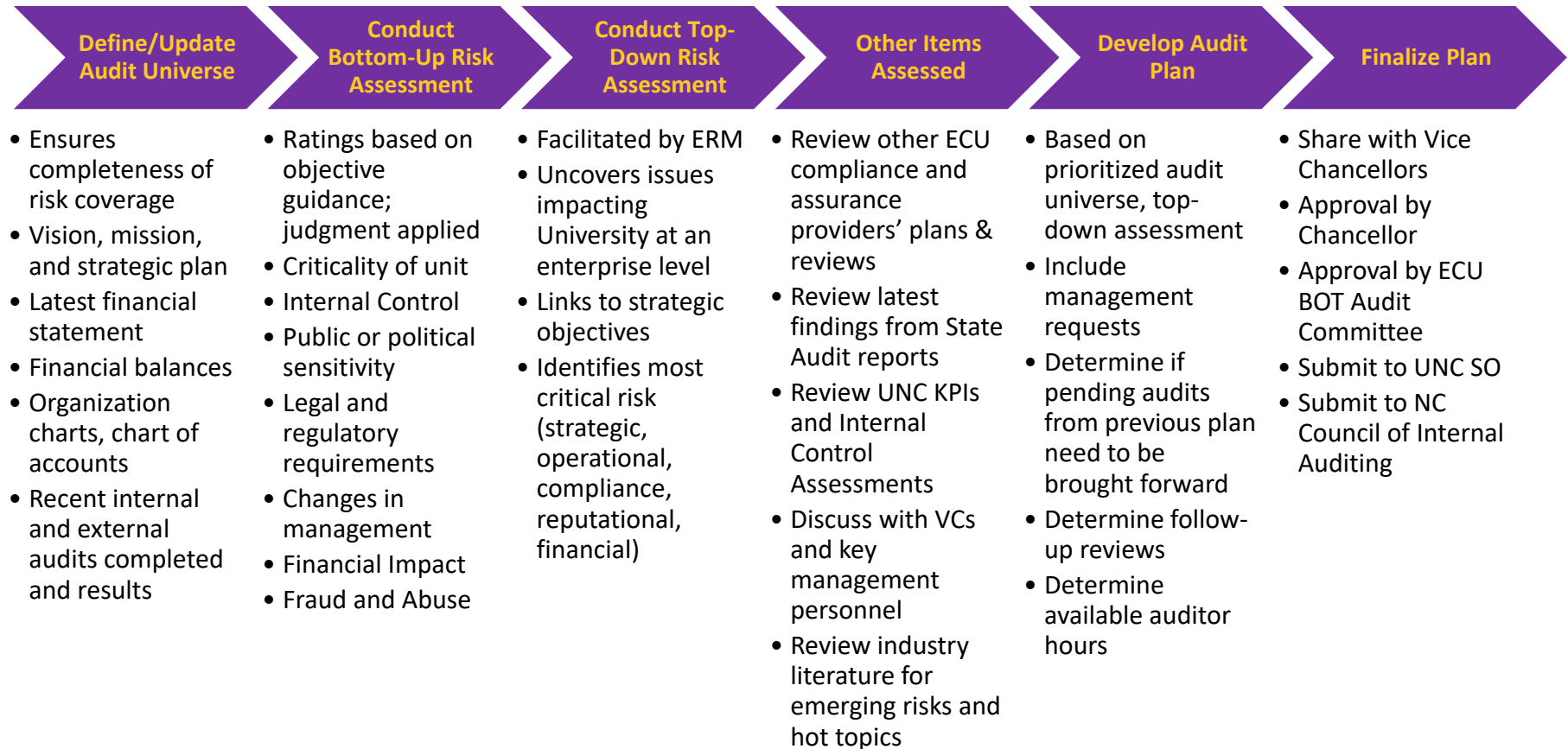
Office of Internal Audit and Management Advisory Services

Annual Audit Planning Process – Why?

- Required to comply with IIA Standard 2010
- Required to submit to UNC System Office/BOG
- Determine the priorities of the Internal Audit team based on assessment of risks that may affect ECU's ability to accomplish its objectives
- Coordinate with all compliance and risk units to avoid duplication and ensure key risks are covered

Annual Audit Planning Process – How?

Continuously Assess and Monitor Risk / Update Audit Universe and Plan



Annual Audit Planning Process – Result

- A work plan/list of priorities for the IA team
- Includes hours for unplanned consultations and investigative audits – based on historical trends
- Flexible; can and will change as new priorities emerge
- Changes will be brought to the Chancellor and BOT/Audit Committee for approval

Annual Audit Planning – Next Steps

- Chancellor approved in June 2021
- BOT/Audit Committee approval sought
- Submit to required external agencies in July
- CAO will keep Chancellor and BOT/Audit Committee apprised of progress and desired changes throughout the year

**East Carolina University
Office of Internal Audit
Annual Engagement Plan
By Type
FY 2022**

Project Description		Budgeted Hours	% of Total	Division
Integrated/Internal Controls/Operational/Performance Audits:				
Financial Aid Analytics	WIP	300	1.8%	AA
Parking and Transportation (Business processes)	WIP	300	1.8%	AF
Automated Journal Voucher Process	WIP	240	1.4%	AF
Campus Living	OP	300	1.8%	SA
ECU Lab School	OP	300	1.8%	AA
Clinical Trials	OP	300	1.8%	HS
Payroll	OP	300	1.8%	AF
University Scholarships	OP	300	1.8%	AA,HS,UA
Athletics Ticket Office	OP	300	1.8%	AT
ChromeRiver Processes	OP	300	1.8%	AF
Academic Outreach Operations	OP	300	1.8%	AA
		3240	19.4%	
Compliance Audits:				
Conflict of Interest Management	OP	240	1.4%	REDE,AA,HS
Pandemic Relief Funds (details TBD)	OP	300	1.8%	ALL
Americorps Participation Records (College of Ed)	OP	160	1.0%	AA
		700	4.2%	
Information Technology Audits:				
Mobile Computing Practices of Remote Workers	OP	300	1.8%	ALL
UNC Policy 1400 Assessment	OP	240	1.4%	AF
Campus Ops Networked Systems	OP	260	1.6%	AF
axiUm Controls	WIP	40	0.2%	HS
		840	5.0%	
Investigative Reviews:				
Hotline Allegations Triage	OP	100	0.6%	ALL
Investigative Reviews - Already In Progress	WIP	200	1.2%	
Investigative Reviews - Not Yet Received/Started	OP	1400	8.4%	
		1700	10.2%	
Follow-Up Reviews:				
Action Plan Tracking and Follow-Up	OP	600	3.6%	ALL
OSA IT Recommendations (1st follow-up)	WIP	40	0.2%	AF
OSA IT Recommendations (2nd follow-up)	OP	140	0.8%	AF
Campus Living Hiring Practices (L21015)	OP	80	0.5%	SA
Greenphire Participant Payment Controls (A21024)	OP	100	0.6%	ALL
ADA/504 Compliance (A20004)	OP	80	0.5%	AF
SoDM Clinic and Rev Cycle Recommendations	OP	100	0.6%	HS
		1140	6.8%	
Consultations/Management Advisory Services				
Routine and Unplanned Consultations	OP	700	4.2%	ALL
Routine Data Analytics Support for Clients	OP	400	2.4%	ALL
University Committees, Workgroups, Education, and Client Relations	OP	400	2.4%	ALL

OP=Original Plan
WIP=Carry over from prior year
ADD=Added since July 1
CX=Cancelled
PPD=Postponed

**East Carolina University
Office of Internal Audit
Annual Engagement Plan
By Type
FY 2022**

Project Description		Budgeted Hours	% of Total	Division
ERM Program Support	OP	100	0.6%	AF
Student Athlete Course Clustering	OP	60	0.4%	AA
Gap Analysis - US DOJ Compliance Program Guidance	OP	80	0.5%	CH
ProCard Analytics for ChromeRiver	WIP	80	0.5%	AF
		1820	10.9%	
Other/Special Projects:				
Coordinate and Assist with External Audits, SBI Reports, Routine Mtgs	OP	1200	7.2%	ALL
Audit Software Admin and Maintenance	OP	300	1.8%	NA
Student Intern Program	OP	120	0.7%	NA
Risk Assessment/Audit Planning 2021-2022	WIP	20	0.1%	ALL
Increase EnCase Capabilities	WIP	100	0.6%	NA
Risk Assessment/Audit Planning 2022-2023	OP	100	0.6%	ALL
Data Analytics Capabilities Enhancement	OP	300	1.8%	NA
University Code of Conduct	OP	40	0.2%	CH
Veteran Student Data Analytics	OP	160	1.0%	AA
		2340	14.0%	
Total Direct/Chargeable Hours		11780	71%	
Administration		1800	10.8%	NA
Leave/Holiday		2300	13.8%	NA
Professional Development		800	4.8%	NA
Total Indirect Hours:		4900	29%	
Grand Total Hours		16680	100%	

Original Plan Approved by Chancellor Rogers on June 4, 2021

Original Plan Approved by ECU BOT Audit, Risk, Compliance, and Ethics Committee on July XX, 2021

OP=Original Plan
WIP=Carry over from prior year
ADD=Added since July 1
CX=Cancelled
PPD=Postponed



July 23, 2021

Agenda Item: IX. C. Patent Policy

Responsible Person: Marti Van Scott
Director of Technology Transfer

Action Requested: Approval

Notes:

Proposed Motion:

I move that the board approve the revisions to the Patent Policy as presented in board materials.

MEMORANDUM

To: University Policy Committee

From: Marti Van Scott, Director Licensing & Commercialization

Subject: Summary of Revisions to the ECU Patent Policy POL10.40.01

Date: July 13, 2021

Revisions to the Patent Policy were initially deemed necessary in response to the evolving trend to build and support an entrepreneurial ecosystem for ECU students. The [existing Patent PRR](#) addresses intellectual property matters related to ECU employees (faculty and staff) but not that of students. After a thorough search of other institutional policies in the U.S. that recognize student inventions and innovations, we found that NC State had the most advanced model to emulate. In addition to addressing student innovation and entrepreneurship activities, the revised draft policy was further modified to bring it into alignment with changes to the regulatory landscape for federally funded inventions and reporting requirements. Finally, the policy was brought into alignment with ECU policies addressing conflicts of interest and external professional activities for pay. Additional refinements to the policy include references to economic development and community engagement, addition of a definition section, and simplification of the revenue distribution formula.

In addition to the University Policy Committee and the Executive Counsel, the revised Patent Policy has been reviewed and approved by the Office of the University Attorney, the Dean of Students, the Assistant Vice Chancellor for Economic & Community Engagement, the Interim Vice Chancellor for Research Economic Development and Engagement, and the Patent Committee. The Patent Committee is represented by several ECU faculty members, including the representative for the Faculty Chair. Full review of the Policy by the Faculty Senate is expected this year.

Following is a more detailed summary of changes to the Policy.

Significant Changes to the Policy:

- 1) Student Innovation & Inventions:
 - a. Ownership of student inventions that arise without the use of university-administered funds or other university resources and outside of any employment relationship between the student and ECU rests with the student (Section 7.1)
 - b. Students may elect to engage in projects in which proprietary information is disclosed, under terms of a participation agreement. If such project is a requirement of a non-elective course, then the student shall have the option of take part in another class project where confidentiality is not a concern (Section 7.2).
 - c. ECU courses and programs that promote entrepreneurship, innovation, and economic development are exempted from university ownership, provided that no substantive inventive contribution is provided by an ECU employee. Written requests for exemption must be submitted to the Office of Licensing & Commercialization (Section 7.3).
- 2) Alignment with definitions contained in ECU policies on Conflicts of Interest and External Professional Activities for Pay (Sections 3.7, 6.2, and 8.1).
- 3) Emphasis of federal regulations related to inventions resulting from Federal funding (Section 5.2).

Other Changes to the Policy:

- 1) Recognition of ECU's commitment to economic development and community engagement activities (Section 1.1).
- 2) Inclusion of a definition section (Section 3).
- 3) Refinement of revenue distribution formula (Section 10.2)
 - a. Previously:
 - 100% of first \$1,000 of gross revenue to the inventor(s); 50% of the next \$100,000 to the inventor(s); and 40% thereafter to the inventors. The (balance of funds is distributed to inventor(s) department, school / college, REDE, and Invention Management Fund, which is administered by the Office of Licensing & Commercialization. Funds distributed to institutional units should be used in support of research, development, commercialization and education activities.
 - b. New formula:
 - 100% of first \$1,000 of gross revenue to the inventor(s); 50% thereafter to the inventor(s). The balance of funds to be distributed to inventor(s) department, school / college, REDE, and Invention Management Fund, which is administered by the Office of Licensing & Commercialization. Funds distributed to institutional units should be used in support of research, development, commercialization and education activities.

Policy	POL10.40.01
Title	East Carolina University Patent Policy
Category	Research Economic Development and Engagement
Sub-category	Technology Transfer
Authority	Board of Trustees
History	First issued: March 1984 Revised: August 27, 2012; December 5, 2012 Interim posted: April 16, 2013 BOT final approved: July 18, 2013; _____
Contact	Director, Office of Licensing and Commercialization 300 East First Street (Willis Building) Mailstop 163, East Carolina University Greenville, NC 27858-4353 (252) 328-9549 (Office) (252) 328-0799 (Fax) www.ecu.edu/ott
	UNC Policy 500.2-Patent and Copyright Policies
	UNC Policy 300.2.2-Conflict of Interest and Commitment
	UNC Code: Appendix I
Related Policies	UNC Policy 500.6 University Equity Acquisition Policy
	REG10.40.02 East Carolina University Copyright Regulation
	REG01.15.03-Regulation on Conflicts of Interest, Commitment, and External Professional Activities for Pay
	ECU Faculty Manual Part VIII, (II) Policy on Conflicts of Interest and Commitment and External Activities of Faculty and Other Professional Staff
Additional References	U.S. Patent Laws 35 U.S.C. \A7\A7 1-376 ECU Patent Assignment Agreement Invention Management SOPs (TBD)

1. Introduction

1.1. East Carolina University (the “University”) is dedicated to the pursuit of education, research and public service, including economic development and community engagement in North Carolina. Inventions, discoveries, and other intellectual assets may arise as a result of the conduct of these activities by University personnel and others who use University facilities, equipment, materials, resources or funds administered by the University. The Board of Governors of the University of North Carolina determined that patenting and licensing these intellectual property assets is consistent with the purposes and mission of the University of North Carolina. This Patent Policy is subject to and supplements the patent and copyright policies of the University of North Carolina.

2. Coverage

2.1. University Personnel. This Patent Policy applies to all University personnel and others as a result of use of University facilities, equipment, materials, resources or funds administered by the University. This Patent Policy is a condition of employment of every employee of the University and attendance of every student at the University.

2.2. Non-University Persons. Upon prior written agreement between non-University persons or entities and the University, this policy may be applied to persons not associated with the University who make their Inventions available to the University under circumstances where the further development and refinement of such Inventions are compatible with the mission of the University.

2.3 Implementation. The Office of Licensing and Commercialization (“L&C”) is responsible for implementing this policy, including developing procedures designed to supplement and interpret the ownership aspects of this policy, providing advice regarding ownership of specific works, releasing institutional rights, and accepting an assignment of rights to the University from an Inventor.

2.4 Patent Committee. The Patent Committee, appointed by the Chancellor or designee and consisting of no less than three members, is charged with reviewing and recommending to the Chancellor, or his delegate, the procedures for the implementation of this policy; resolving questions of Invention ownership that may arise between the University, university personnel and other individuals; recommending to the Chancellor the expenditure of the patent royalty fund; and making such recommendations as are deemed appropriate to encourage disclosure and assure prompt and expeditious handling, evaluation, and prosecution of patent opportunities; and to protect the interests of both the University and the public. The Director of L&C shall chair, administer and provide support for the Committee.

3. Definitions

3.1 “Gross Revenue” means all income received by the University as consideration for a license, option, or other transfer of rights to Inventions that are subject to the Patent Policy. Gross Revenue may include option fees, royalties, license issue fees (whether cash or equity when liquidated), milestone payments, and any other related payments, less any amount required to be paid from gross receipts without deduction to another entity pursuant to a sponsored research agreement, inter-institutional agreement or other legally binding agreement.

3.2 “Invention” means technical information, trade secrets, developments, discoveries, innovations, processes, compositions, life forms, Tangible Research Materials, know-how, methods, formulae, data, processes and/or other proprietary information or matter, whether patentable or not.

3.3 “Invention Management Fund” means a University fund in which license revenue is distributed as required under the Revenue Sharing provision of this policy. The Invention Management Fund shall be used to support research, development, commercialization and education activities, and may include expenses incurred by the University in operating L&C or any successor unit managing the University’s intellectual property.

3.4 “Inventor” means an individual who makes an inventive contribution to an Invention and, for patentable subject matter, meets the criteria for Inventorship under United States patent laws and regulations, which requires a contribution to the conception of ideas claimed in a patent.

3.5 “Net Revenue” means Gross Revenue arising from license activities, minus all direct out-of-pocket costs associated with University’s ownership and/or administration of Inventions. Such costs may include costs of (1) evaluating Invention disclosures, (2) patentability or trademark searches, (3) drafting and prosecuting intellectual property applications, (4) preparing and recording assignments, (5) maintaining patents or other intellectual property, (6) marketing and licensing of Inventions, and (7) litigation for the enforcement or protection of intellectual property, for royalty collection, or for any other claim filed by or against University and related to University’s administration of intellectual property, including prosecution or defense of same, attorneys’ fees, court costs, expert fees, compromise, settlement, and judgment satisfaction. Net Revenue does not include funds received as gifts or for the support of sponsored research.

3.6 “University Employment Responsibilities” means employment responsibilities at the University directly related to research, service, teaching activities and administrative duties.

3.7 “Inappropriate Use or Exploitation of University Resources” means the use of University-administered funds or the use of services, facilities, equipment, supplies, or personnel, which members of the general public may not freely, use for other than the conduct of University responsibilities

3.8 “Tangible Research Material” means unique research products or tools, such as biological materials or chemical compounds, whether or not patentable. Biological materials include organisms, transgenic animals, plants and plant varieties, cells, cell lines, viruses, cell products, cloned DNA, DNA sequences, nucleic acid and protein sequences, transgenic animals, mapping information and crystallographic coordinates.

4. Disclosure and Invention Administration

4.1 Patent and License Management. L&C is charged with administering the University’s patent management and licensing program, including, but not limited to filing, prosecuting, and maintaining the University’s patent portfolio and maintenance of the University’s license portfolio.

4.2 Invention Disclosure. Each Invention must be disclosed promptly upon its creation, conception or discovery to L&C. The form of disclosure shall be determined by L&C, or its designee, and may include such information as name of the Inventor and a description of the Invention. Inventorship shall be determined in accordance with U.S. patent law, when applicable, or through procedures of L&C. Failure to disclose an Invention may prevent the Invention from being patented and may subject the University to risks of noncompliance with federal laws and/or contractual obligations. Since publication or public use of an Invention can be an immediate bar to patentability in most foreign countries, it is the duty of the Inventor to report to the L&C any publication, submission of manuscript for publication, sale, public use, or plans for sale or public use, of an Invention sufficiently in advance so that the L&C can consider measures to protect the University’s intellectual property interests and compliance requirements.

4.3 Inventor Cooperation. The Inventor, upon L&C’s request, shall sign all contracts, assignments, declarations, waivers or other legal documents necessary to vest all Invention rights in the University or its assignees, including complete assignment of any patent, patent applications, trademarks, or

copyrights relating to the Invention. In addition, the Inventor shall cooperate with L&C and patent counsel if the University files for intellectual property protection.

4.4 Declined Administration. L&C may decline or cease Invention administration due to lack of resources, uncertainty of patent protection, lack of commercial interest, or other reasons L&C deems appropriate. In such case, L&C may assign the Invention to the Inventor, subject to any rights retained by the United States Government or other sponsor. In addition, the Inventor shall agree (1) that the University reserves a royalty-free, non-exclusive, irrevocable right to use the Invention for research and educational purposes; (2) to allow other academic and non-profit institutions similar use on similar terms; and (3) to indemnify the University against any liability arising from commercialization. All requests by an Inventor related to assignment of Invention rights to the Inventor must be submitted in writing to L&C.

5. University Ownership of Inventions

5.1 University Ownership. All Inventions arising from the following are owned by the University: (1) research conducted with University-administered funds, (2) work within the Inventor's University Employment Responsibilities, or (3) use of University resources available to the Inventor because of Inventor's affiliation with University.

5.2 Sponsored Research/University-Administered Funds. The University is obligated under the Bayh-Dole Act and other statutes to be responsible stewards of Inventions funded with public money. The provisions of this policy are also subject to these and other applicable laws and regulations, as well as, specific provisions of grants or contracts which govern the rights in Inventions or discoveries made in connection with sponsored research. Under the terms of certain contracts and agreements between the University and various agencies of government, private and public corporations, and private interests (the "Funding Source"), the University is or may be required to assign or license all rights to Inventions or discoveries that arise in the course of work conducted under such agreements. The University retains the right to enter into these agreements whenever such action is considered to be in the best interest of the University, in the public interest, and/or of mutual benefit to the University and the Funding Source.

5.3 Assignment of Inventions. In the case of University ownership of Inventions, Inventors hereby irrevocably assign to the University, all right, title and interest in and to Inventions and related patent applications and patents and shall cooperate fully with the University in the preparation and prosecution of patent applications and patents. Assignment of Inventions is a condition of employment, enrollment, or access to University facilities.

5.4 Patent Agreement and Assignment. As required by 37 CFR § 401.14, as amended, all University employees shall sign a Patent Agreement and Assignment, upon employment.

6. Inventor Ownership of Inventions

6.1 Inventor Ownership. An Invention arising from activities conducted (1) without use of University administered funds, (2) outside of Inventor's University Employment Responsibilities, (3) without Inappropriate Use or Exploitation of University Resources, and (4) without interfering with Inventor's obligation to carry out all of his/her primary University duties in a timely and effective manner, are owned by the Inventor, an "Inventor-Owned Invention".

6.2 If the subject matter of an Invention is within the Inventor's University Employment Responsibilities or permitted entrepreneurial activities at the University, the Invention may be an invention owned by the Inventor if it results from an external professional activity. An invention owned by the Inventor which results from an external professional activity means that:

6.2.1. it meets conditions (1), (3), and (4) as set out in Article 6.1;

6.2.2. is made in the course of an Inventor's external professional activities in compliance with the University's Regulation on Conflicts of Interest, Commitment, and External Professional Activities for Pay;

6.2.3. is not based on or, if to be practiced, does not require the use of intellectual property owned by the University;

6.2.4. arises out of a specific scope of work defined in a written agreement between the Inventor(s) and a third party; and

6.2.5 if such Invention is within the subject area of an Inventor's University Employment Responsibilities, such Inventor has received prior approval from his/her departmental chair, dean, unit director or similar administrative officer to engage in such external professional activity and notice of such approval has been provided to L&C.

6.3 Disclosure. Any person claiming that an Invention is an Inventor-Owned Invention has the responsibility to disclose such Invention to L&C and provide additional information, as requested by L&C, in order to demonstrate that such Invention qualifies as an Inventor-Owned Invention as defined herein. Such Invention shall be disclosed in accordance with L&C's Invention disclosure procedures. Upon its final determination, L&C will acknowledge in writing whether such Invention is an Inventor-Owned Invention.

6.4 The University does not claim any rights in Inventor-Owned Inventions.

7. Student Inventions

7.1 Student Ownership. Inventions arising from student activities conducted (1) without use of University-administered funds, (2) outside of a student's University Employment Responsibilities, (3) without Inappropriate Use or Exploitation of University Resources, and (4) without the obligations of a University Inventor who has a duty to make assignment or has made assignment to the University, are owned by the Student. For students enrolled in a course of study, use of course laboratory, computing and library facilities, software, supplies and materials at a level ordinarily provided to students in the course are not considered to be Inappropriate Use or Exploitation of University Resources.

7.2 Proprietary Projects. Students, who engage in projects in which proprietary information of the University or a third-party is involved, may be asked to agree to the terms of a participation agreement to outline the rights and responsibilities of the parties, and define ownership of any resulting intellectual property rights. Should the student decline to participate in such a project in a non-elective course, then the student shall have the option of taking part in another class project where consideration of intellectual property rights is not required.

7.3 Special Program Exemption. The University may offer courses or programs to promote entrepreneurship, innovation, and economic development and in some instances may offer prizes in the form of cash, goods and/or services. The Patent Committee may exempt these courses and programs from University Ownership of Inventions for Inventions either previously conceived by the students or conceived during their participation. Notwithstanding, substantial inventive contribution by an employee of the University is subject to this Patent Policy. Requests related to a Special Program Exemption should be made in writing to the Director of L&C.

8. Consulting and the Patent Policy

8.1 Conflicts of Interest. The Board of Governors Policy on Conflicts of Interest and Commitment, UNC Policy Manual, 300.2.2, recognizes the value to the University to permit faculty and EHRA employees to engage in professional consulting. This activity can enhance the competence and expertise of faculty and EHRA employees and may aid in the development of University intellectual property and university-industry relations. However, private consulting may create a conflict of interest when the company's consulting contract requires that faculty assign intellectual property or accept other terms inconsistent with the individual's University employment contract. In all consulting relationships, employees have a duty to ensure that their employment responsibilities to the University are not compromised in a consulting agreement.

8.1.1 Employees may not sign agreements with outside entities or individuals that may abrogate the University's rights as stated in the Patent Policy or as provided in any sponsored research agreement or grant. Consulting agreements may not in any way limit the right of any University personnel to engage in teaching, research, or service at the University. For example, faculty and employees should not accept contract terms that (1) prohibit publication of University research or the reporting of results to research sponsors; (2) preclude faculty or employee from assigning to the University intellectual property owned by the University or (3) are designed to circumvent University policies and procedures for disclosure of Inventions.

8.2 Ownership. Ownership of Inventions arising under consulting agreements will be determined in accordance with this Patent Policy and, to the extent that any terms of a consulting agreement are inconsistent with this Patent Policy, this Patent Policy will control. However, the University will make no claim to an Invention if the Invention is determined to be an Inventor-Owned Invention as set out in Section 6 above.

9. Publication Restrictions

9.1 Acceptable restrictions. The University supports publication and exchange of scholarly outcomes. However, circumstances may arise which require a publication restriction for a limited period of time. Limited publication restrictions may be required for the following reasons:

9.1.1. Review for removal of sponsor-provided confidential information; or

9.1.2. Review for patentable information and if necessary timely filing of a patent application

9.2 Sponsor Review. Sponsors are provided a time-limited period to review manuscripts for proprietary and/or patentable information. Additional time may be required to timely file a patent application but

in no event shall the total period of delay be longer than one year from the date of the notice of intent to submit for publication.

10. Revenue Sharing

10.1. Revenue Sharing. It is the policy of the University to distribute any Net Revenue received from commercialization of Inventions among the Inventor, the Inventor's College and Department/Unit, and the Invention Management Fund.

10.2. Revenue Distribution. Net Revenue shall be distributed as follows:

First \$1,000 Net Revenue: 100% to Inventor(s);

Greater than \$1,000 Net Revenue: 50% to Inventor(s), 15% to Department(s), 5% to School / College(s), 25% to Invention Management Fund, 5% to Division of Research, Economic Development and Engagement

L&C is responsible for managing the Invention Management Funds, in accordance with Section 10.4.

10.3. Exceptions. Applicable laws, regulations or provisions of grants or contracts may, however, require that a lesser share be paid to the Inventor(s). In the case of co-Inventors, each percentage share due to a sole Inventor shall be subdivided equally among the co-Inventors unless all the co-Inventors provide the University a written instrument signed by each of them allocating ownership among them other than in equal shares. In no event shall the share payable to the Inventor(s) in the aggregate by the University be less than 15% of gross revenue received by the University.

10.4. University Allocation of Funds. To the extent practicable and consistent with State and University budget policies, amounts allocated to the University pursuant to Section 10.2 above will be dedicated to support University research, development, commercialization and education activities.

10.5. Separation of Inventor from University. In the event that an Inventor leaves the University, either voluntarily or involuntarily, and the Inventor is entitled to receive compensation in accordance with this Policy, then the Inventor shall continue to be entitled to revenue pursuant to this Policy. In the event of death of an Inventor who is entitled to distribution of revenue pursuant to this policy, then such payments will be paid to the Inventor's estate or as directed in accordance with a court approved action.

10.6 Tangible Research Materials. To the extent practicable, Tangible Research Materials shall be treated as Inventions for purposes of ownership and revenue sharing. The L&C will promulgate rules regarding distribution of revenue for Tangible Research Materials that are not the subject of a patent application.

10.7 Additional Rules. The L&C shall adopt such other rules and procedures as needed to administer revenue distribution equitably and consistently with UNC System and University policies.

11. Dispute Resolution

11.1. Jurisdiction. Any individual subject to this policy may seek resolution to questions of Invention ownership that have arisen by filing a written request with the Chair of the Patent Committee. The Chair shall appoint a 5-member Dispute Resolution Panel ("the Panel") to address the dispute with at least 3 panel members being selected from the membership of the Patent Committee. In the event that the

dispute involves the Chair of the Patent Committee, the Vice Chancellor for Research, Economic Development, and Engagement (the "Vice Chancellor") shall appoint the Panel. The Panel shall elect a chair from its membership. The University shall provide appropriate support to the Panel including, but not limited to, patent counsel or other patent expert. The Panel shall conduct a review to address the dispute within four weeks of receipt of the written request for resolution.

11.2. Conduct of the Hearing. In its sole discretion, the Panel may elect to conduct a hearing or may make a recommendation based upon the written record, provided that all parties to the dispute are given an opportunity to present evidence and arguments in support of their respective positions. The hearing shall be conducted in accordance with procedures adopted by the Chair of the Panel. A party may be accompanied at the hearing by a non-participating advisor.

11.3 Disposition. The Panel shall report its written findings, conclusions and recommendations for disposition of the matter to the Vice Chancellor. Copies of such findings, conclusions and recommendations shall be provided to all parties, subject to confidentiality of third-party interests, if any. Upon receipt of such findings, conclusions and recommendations, the Vice Chancellor will conduct any further investigation deemed necessary and will issue the final University written decision. The final written decision shall be issued within six weeks of the Panel's review and/or hearing.

12. Works Subject to Protection by Both Copyright & Patent Laws

12.1. In cases where an Invention or creation is subject to protection under both patent law and copyright law, if the University elects to retain title to its patent rights, then the Inventor shall assign such patent and copyright rights to the University.

13. Policy Exceptions

13.1. In rare circumstances, an exception to this Policy may be approved by the Chancellor or designee if it is determined to be in the University's best interest, and the exception remains consistent with UNC policies and federal and state law.



July 23, 2021

Agenda Item: X.A. Pension Report

Responsible Person: Stephanie Coleman
Interim Vice Chancellor
Administration and Finance

Action Requested: Information Only

Notes:

This report is provided to the Board at every meeting. No action is required and there will be no formal presentation. Information only.



July 23, 2021

Agenda Item: X.B. Salary Report

Responsible Person: Stephanie Coleman
Interim Vice Chancellor
Administration and Finance

Action Requested: Information Only

Notes:

This report is provided to the Board at every meeting. No action is required and there will be no formal presentation. Information only.



MEMORANDUM

TO: ECU Board of Trustees

FROM: Ms. Kitty H. Wetherington *Kitty H. Wetherington*
Associate Vice Chancellor for Human Resources and
Chief Human Resources Officer

DATE: July 2, 2021

RE: Report of Approved EHRA Employee Salary Adjustments
Pursuant to 9/30/16 Expanded Authority (March 1, 2021 – May
31, 2021)

The attached informational report is provided to you in accordance with the *Resolution to Delegate Expanded Authority to the Chancellor of East Carolina University for Certain Salary Actions for Employees Exempt from the State Human Resources Act*, as approved by the Board of Trustees on September 30, 2016. Please note that the attached spreadsheet contains confidential personnel information in accordance with N.C. GEN. STAT. §126-22, *et seq.*

Attachments

cc: Dr. Philip Rogers
Chancellor

Ms. Stephanie Coleman
Interim Vice Chancellor for Administration and Finance

Dr. B. Grant Hayes
Interim Provost and Senior Vice Chancellor for Academic Affairs

Dr. Ronald L. Mitchelson
Interim Vice Chancellor for Health Sciences

**Department of
Human Resources**

210 East First Street
Mail Stop 205
East Carolina University*
Greenville, NC 27858-4353

252-328-9847 main
252-328-9918 fax

Administration
328-9884
328-9918 fax

ADA Coordinator
737-1018
328-9918 fax

Benefits
328-9887
328-9918 fax

**Classification and
Compensation**
328-9847
328-9917 fax

Employee Relations
328-9819
328-9917 fax

Employment
328-9847
328-9918 fax

HR Information Systems
328-9847
737-5818 fax

**Learning and Organizational
Development**
737-5824
328-9917 fax

*East Carolina University is a
constituent institution of the
University of North Carolina.
An equal opportunity
university.*



July 23, 2021

Agenda Item:

XI. Closed Session

Responsible Person:

Action Requested:

Notes:

Proposed Motion

I move that the board go into closed session:

- To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award; and
- to prevent the disclosure of confidential information under N.C. General Statutes §126-22 to §126-30 (personnel information) and the federal Family Educational Rights and Privacy Act; and
- to consider the qualifications, competence, performance, character, fitness, or appointment of prospective and/or current employees and/or to hear or investigate a complaint or grievance by or against one or more employees; and
- To consult with an attorney to preserve the attorney-client privilege between the attorney and the Committee
- to consult with our attorney and to preserve the attorney-client privilege and to consider and give instructions concerning claims, including pending, potential and/or threatened litigation (see Exhibit A, attached here and incorporated herein by reference, for pending claims).