

**BOARD OF TRUSTEES
NORTH CAROLINA STATE UNIVERSITY
Nominating Committee
9:45 a.m., April 18, 2019
Chancellor's Conference Room**

**Ronald Prestage , Chair
(Harrell, Ward)**

AGENDA

CALL TO ORDER AND ETHICS STATEMENT

- 1. Review of Nominating Committee Guidelines
Ronald Prestage, Chair**

- 2. Recommendations for Board Officers
Chair
First Vice Chair
Second Vice Chair
Secretary
Assistant Secretary**

- 3. Adjourn**

NC STATE UNIVERSITY BOARD OF TRUSTEES
Nominating Committee Informational Materials and Guidelines

I. Duties of the Nominating Committee for Officers of the Board

Section 1.3.5 of the Bylaws of the Board of Trustees addresses the duties of the Nominating Committee:

- 1.3.5 “A Nominating Committee shall be appointed each year by the Chair and shall consist of not less than three nor more than five members of the Board. The Chair shall not serve as a member of the Nominating Committee. The Nominating committee shall be responsible for presenting a slate of nominees to the Board at its last meeting before the beginning of each University fiscal year. The slate of nominees shall contain at least one nominee for each of the offices of Chair, First Vice Chair, Second Vice Chair, and Secretary. The guidelines for the Nominating Committee are contained in Appendix I to these Bylaws.”**

Section 1.2. addresses the officers of the Board and states:

1.2 Officers

- 1.2.1 At the first meeting after June 30 of each year, the Board of Trustees shall elect from its membership a Chair, a First Vice Chair, a Second Vice Chair, and a Secretary, each of whom shall serve for a term of one year and until a successor is elected. A Chair who is serving a second consecutive year as Chair is ineligible for reappointment as Chair until one year has elapsed from the end of the second consecutive year of service. If a vacancy occurs in any of these officers, the Board of Trustees shall elect a person to serve for the remainder of the unexpired term. These officers shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by the Board of Trustees.**
- 1.2.2 The Board of Trustees may also elect an Assistant Secretary, from among the members of the Chancellor’s staff as recommended by the Chancellor.**

- II. **Appendix I, Section VI, of Board Policy 01.05.10 provides the following Nominating Committee Guidelines concerning the procedures of the Committee:**

Nominating Committee Guidelines

- a) **Select one or more nominees for Chair from Board of Trustee members in their second consecutive (and last) term of appointment.**
- b) **Where possible, ensure that each nominee for Chair corresponds to the guideline of limited continuity of leadership: a term as Chair of at least two years. A Chair who is serving a second consecutive year as Chair is ineligible for reappointment as Chair until one year has elapsed from the end of the second consecutive year of service.**

Current Slate of Trustees Officers (2017-2018):

Chair:	Jimmy D. Clark
First Vice Chair:	Thomas E. Cabaniss
Second Vice Chair:	Stanhope A. Kelly
Secretary:	Ann B. Goodnight
Assistant Secretary:	P.J. Teal



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MEMORANDUM

TO: NC State Board of Trustees Nominating Committee
Dr. Ron Prestage
Mr. Jim Harrell
Mrs. Susan Ward

FROM: W. Randolph Woodson, Chancellor

SUBJECT: Assistant Secretary to the Board of Trustees

DATE: March 5, 2019

NC State Board of Trustees' bylaws, section 1.2.2, state that the Board may elect an Assistant Secretary, from among the members of the Chancellor's staff as recommended by the Chancellor.

Consistent with the Board's request for my recommendation, I recommend that Ms. P.J. Teal continue to serve the Board as Assistant Secretary.

cc: Executive Committee