

Conflict of Interest Statement

All Board Members are reminded of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this Board of Trustees' meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time.

Winston-Salem State University
Board of Trustees Quarterly Meeting Minutes
December 10, 2021
Draft Pending Board Approval
Meeting Held via Zoom

Call to Order:

Chairman Farmer called the meeting to order at 9:02 a.m.

Conflict of Interest:

CONFLICT OF INTEREST STATEMENT- Chairman Farmer read the following statement: *All Board Members are reminded of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this Board of Trustees' meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time. There were no conflicts noted.*

NC State Law Virtual Meetings:

NC STATE LAW VIRTUAL MEETING STATEMENT- Chairman Farmer read the following statement:

As chair of the board, I want to remind everyone that we will be conducting today's meeting pursuant to the new *amendments to the Open Meetings Act that apply during states of emergency. The amendments were signed into law and allow public bodies to meet via electronic means. The new law does require, however, that we take all votes via roll call, which we will do today.*

Additionally, pursuant to the amendments to the law, all chats, instant messages, texts, or other written communications between members of the board regarding the transaction of the public business during the remote meeting are deemed a public record.

Finally, I will ask all board members and participating staff to please identify yourself before participating in deliberations – including making motions, proposing amendments, and raising points of order.

Roll Call:

Mr. Cornelius Graves, Assistant Secretary of the board called the roll. Members in attendance: Kelvin Farmer, L'Tanya Bailey, Robert Barr, Coretta Bigelow, Dyamond Carr, Robert Clark, Matthew Cullinan, William Harris, Kathleen Kelly, Bill Miller, Brent Moore, Drewry Nostitz, and Ricky Sides. All board members were in attendance.

Staff Present: Chancellor Elwood Robinson, La'Tanya Afolayan, Leslee Battle, Ivey Brown, Karen Cession, Raisha Cobb, Anthony Graham, Cornelius Graves, Haley Gingles, Amir Henry, Frank Ingram, Rod Isom, Constance Mallette, Jack Monell, Melvin Norwood, Charles Parrott, Chris Screen, Edward Shealy, Jason Stogner, Ken Tagawa, Jacqueline Madry-Taylor, Etienne Thomas, Letitia Wall, and Kelly White.

Adoption of Agenda:

Motion: Resolved that the Winston-Salem State University Board of Trustees approve the agenda as presented. Trustee Harris motioned to approve the agenda. Trustee Cullinan seconded to approve the meeting agenda. The motion passed by roll call vote.

Adoption of the Consent Agenda:

Motion: Resolved that the Winston-Salem State University Board of Trustees approve the consent agenda as presented.

Trustee Harris motioned to approve the consent agenda. Trustee Bigelow seconded motion. The motion passed by roll call vote.

- a. Immunization Policy – Revised
- b. Indirect Cost Policy – Revised
- c. Tuition and Fees
- d. Naming Resolution – Mr. Harold T. Repass, 09'

Adoption of the Minutes:

Motion: Resolved that the Winston-Salem State University Board of Trustees approve the minutes as presented. Trustee Clark motioned to approve the agenda. Trustee Harris seconded to approve the minutes of the September 17, 2021 minutes. The motion passed by roll call vote.

Chancellor's Report:

Chancellor Robinson gave the BOT an update on what has been taking place on campus. He spoke briefly on the pandemic, the new strategic plan.

Chancellor Robinson's Key Points to mention:

1. New Four-Year Strategic Partnership with Hanesbrands, Inc.
 - a. Hanesbrand Champion Scholars
 - b. Scholarships & Internships for Computer Science & Information Technology Majors
 - c. Research Grant – Applied Data Sciences
 - d. Professional Career Series for students
 - e. Provide Adjunct Faculty to come teach on campus
 - f. Expediential Projects
2. 2021-2023 State Budget- Signed 11/18/21:
 - a. Significant Investment in WSSU & the City of WS - \$300mm to the City – 1/3 to WSSU
 - b. Salary increases and bonuses for employees

- c. Research Partnerships with UNC Collaborative
 - d. Capital Infrastructure
 - e. Funding for Project Kitty Hawk
3. Capital Investments total: \$78,695M
 - a. KR Williams - \$57MM
 - b. Hauser Hall - \$17MM
 - c. S.G. Atkins CDC Capital Improvement - \$250M
 - d. Repair and Renovations - \$4.445M
 4. UNC Performance Metric Compensation for Chancellors
 - a. Incentive Compensation Packet - Key Points -Institutional Metrics
 1. Annual Assessment
 2. Institutional Performance Metrics
 3. Student Success
 4. Cost Per Degree and Related Expenses
 5. Eliminate or Reduce Student Debt
 5. WSSU Bright Labs Innovations –Objectives
 - a. Creating opportunities for students, faculty, staff, alumni, and community
 - b. Reducing the wealth gap
 - c. Creating capital to help develop and create new businesses
 - d. Promoting economic mobility
 - e. Providing Venture backed startups
 - f. Establish the City of Winston-Salem & WSSU to be a National Entrepreneurship Ecosystem
 6. Innovation Festival – April 9-11, 2022 – Location:
 7. 2022 CIAA Tournament in Baltimore – February 21- 26, 2022

Report of the Board Chair:

1. UNC BOT Training in Raleigh – November 2021
2. UNC Swearing in of the new UNC System President & the 50th Anniversary Celebration
3. Focus of Trustee workshop: Rolls & Responsibilities of the Trustee

- a. Trustees are not to be on the operational side but to be on the advisory side
4. There was an opportunity to exchange ideas and meet other trustees and members of the BOG – WSSU BOT represented well
5. A token of appreciation was presented to Chairman Ramsey & President Han, which was well received
6. 2022 Meeting Dates – March 2022 meeting will be held on campus
7. 2021 Fall Commencement

Report of the Committees:

- a. Trustee Barr gave the report of the Academic Affairs Committee.
- b. Trustee Robert Clark gave the report of the Audit, Risk and Compliance Committee.
- c. Chairman Farmer gave the report of the Endowment Committee.
- d. Trustee Harris gave the report of the Finance and Administration Committee.
- e. Trustee Kelly gave the report of the G.A.T.E. Committee
- f. Chairman Farmer gave the report of the University Advancement Committee.
- g. Trustee Sides gave the report of the Student Affairs Committee.

Approval of Committee Reports:

Motion:

Resolved, that the Winston-Salem State University Board of Trustees accept the committee reports as given. Trustee Miller motioned to accept the committee reports as given. Trustee Moore seconded the motion. The motion passed with a roll call vote.

Motion to Go Into Closed Session:

Trustee Bigelow motioned and Trustee Harris seconded the motion to go into closed session. The motion passed with a roll call vote.

**The meeting moved into executive (closed) session.
The complete minutes of the executive session were prepared separately.**

Resume Board Meeting in Open Session

The meeting resumed in Open Session

Report of the Board Chair regarding Closed Session:

Chairman Farmer reported that while in Closed Session, they heard a report from the Audit Committee, including a report from Chief Legal Counsel, Dr. Brown. The board also approved the Aramark Catering Service contract by roll call vote.

Adoption of Actions Taken in Closed Session:

There were no actions taken in Closed Session.

Former Business:

There was no former business to discuss.

New Business:

There was no new business to discuss.

Announcements:

Adjournment

The meeting adjourned at 11:30 a.m.

Submitted by Karen Cession.

WINSTON-SALEM STATE UNIVERSITY
GOVERNANCE ADVOCACY TRUSTEESHIP ETHICS COMMITTEE
EXECUTIVE SUMMARY
March 18, 2022

The G.A.T.E. committee met March 14, 2022 via Zoom for a brief and informative meeting.

Chairman Farmer provided an update where he discussed the successful visit from the new UNC Board of Governors February 11, 2022. He also discussed the CIAA Basketball tournament in Baltimore, Maryland. There were many university-sponsored events during the tournament where many alumni were engaging with current and former students.

Chancellor Robinson shared news about the upcoming Innovation Festival the first week of April (April 4-8). Chancellor Robinson envisions this will become a signature campus event, akin to SXSW in Austin, TX.

Dr. Ivey Brown reminded the committee of the upcoming April 18, 2022 deadline for trustees to submit the Statement of Economic Interest.

Finally, the Legislative report of state and federal actions was shared. The report is in Passageways for review.

This concluded the meeting of the G.A.T.E. Committee.

MOTIONS TO GO INTO CLOSED SESSION

March 18, 2022

I move that we go into closed session to:

(Specify one or more of the following permitted reasons for closed sessions)

XXX Prevent the disclosure of privileged information under N.C.G.S. 143-318.11(a)(1):

___ **State employee personnel records**, under The Privacy of State Employee Personnel Records Act, Article 7 of chapter 126 of the North Carolina General Statutes.

___ **Internal Auditor's work papers**, under Section 116-40.7 of the North Carolina General Statutes.

___ **A student's education records**, under The Family Educational Rights and Privacy Act of 1974, Public Law 93-380, as amended by Public Law 93-568.

___ **Social Security account numbers**, under The Privacy Act of 1974, Public Law 93579, as amended by Public Law 94-455.

___ **Prevent the premature disclosure of an honorary degree, scholarship, prize or similar award under N.C.G.S. 143-318.11(a)(2)**

XXX

Consult with our attorney under N.C.G.S. 143-318.11(a)(3):

___ to protect the attorney-client privilege.

___ to consider and give instructions concerning a potential or actual claim, administrative procedure, or judicial action; if known, title of action is:

___ **Discuss matters relating to the location or expansion of business in the area served by this body under N.C.G.S. 143-318.11(a)(4).**

___ **Establish or instruct the staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property under N.C.G.S. 143318.11(a)(5).**

— Establish or instruct the staff or agents concerning the negotiations of the amount of compensation or other terms of an employment contract under N.C.G.S. 143318.11(a)(5).

— Consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee under N.C.G.S. 143-318.11(a)(6).

XXX Hear or investigate a complaint, charge, or grievance by or against a public officer or employee under N.C.G.S. 143-318.11(a)(6).

— Plan, conduct, or hear reports concerning investigations of alleged criminal conduct N.C.G.S. 143-318.11(a)(7).

Political Activities of Employees

The Board of Governors adopts the following policy concerning political activities by University employees.

- I. University employees retain the rights and obligations of citizenship provided in the Constitution and laws of the State of North Carolina and the Constitution and laws of the United States of America. Employees are encouraged to exercise fully and freely their right to participate or refrain from participating in political processes without fear of penalty or reprisal, consistent with the University's commitment to encouraging the full freedom, within the law, of inquiry, discourse, teaching, research, service, and publication. Certain types of activities by University employees related to political processes, however, may be incompatible with the general responsibilities of employment or with the particular responsibilities of University employment.
 - A. Applicability. This policy applies to all University employees who are exempt from the State Personnel Act (Chapter 126 of the General Statutes) pursuant to G.S. 126-5(c1).¹
 - B. Definitions. For purposes of this policy:
 1. "Campaign" or "campaigning" means all acts done by a candidate and his or her adherents to obtain votes to be cast toward a nomination or in an election.
 2. "Candidate" means an individual who seeks nomination or election to any elective public office whether or not the person is elected. Absent any other evidence of candidacy, an individual is deemed to be a candidate if the individual has received political contributions or made expenditures or has consented to another person receiving contributions or making expenditures with a view to bringing about the individual's nomination or election.
 3. "Election" includes a primary, special, runoff, or general election.
 4. "Employee" means an individual who is employed by the University of North Carolina and is exempt from the State Personnel Act (Chapter 126 of the General Statutes) pursuant to G.S. 126-5(c1).
 5. "Endorse" means a public statement by an individual expressing support or approval of another individual's candidacy for public office.
 6. "On duty" means the time period when an employee is: (a) in a pay status other than paid leave, compensatory time off, or excused or authorized absence (including leave without pay); (b) representing the University of North Carolina or any constituent institution or subdivision thereof in an official capacity; or (c) expected to perform services for which he or she receives compensation from the University. Provided, however, an employee who is or may be expected to perform his or her duties on a twenty-four hour per-day basis shall not be

considered on duty except during regularly scheduled working hours or at other times when the employee is actually performing the duties of his or her office.

7. "Partisan" when used as an adjective means related to a political party.
8. "Partisan political group" means any committee, club, or other organization which is affiliated with a political party or candidate for public office in a partisan election, or organized for a partisan purpose, or which engages in partisan political activity.
9. "Partisan political office" means any public office for which any candidate is nominated or elected as representing a political party, but does not include any office or position within a political party or affiliated organization.
10. "Political activity" means actions directed toward the success or failure of a candidate for public office, political party, or partisan political group including, but not limited to, campaigning, political management, and soliciting financial contributions for political purposes.
11. "Political management" means taking an active part in the direction, supervision, or management of a partisan political group or a campaign for public office.
12. "Political party" means a national political party, a state political party, or an affiliated organization.
13. "Political purpose" means an objective of promoting or opposing a political party, candidate for public office, candidate for partisan political office, or partisan political group.
14. "Public office" means any national, state, or local governmental position of public trust and responsibility, whether elective or appointive, which is created, prescribed, or recognized by constitution, statute, or ordinance (other than within the University of North Carolina).
15. "Senior officers" means the president, the chancellors, and the senior academic and administrative officers (SAAO) described in Policy 300.1.1, subpart I.A., who are at the rank of vice president, vice chancellor, provost, dean, and other positions of equivalent rank and responsibility.
16. "Solicit" means to request expressly of another person that he or she contribute something to a candidate, a campaign, a political party, or partisan political group.

II. Political Activities

A. Permissible Activities. An employee may engage in political activity to the extent not expressly prohibited by law or applicable policy.

1. Permissible activities include, but are not limited to:
 - a. Registering, voting, and otherwise participating in elections;
 - b. Becoming a candidate for and holding public office in accordance with University policy;
 - c. Expressing opinions privately and publicly on political subjects;
 - d. Participating in political organizations;

- e. Participating in political campaigns;
 - f. Engaging in political management; and
 - g. Soliciting, accepting, receiving, and making financial contributions for political purposes to political parties, partisan political groups, and campaign committees of candidates for public office.
2. Nothing in this policy prohibits, or otherwise limits, teaching, inquiry, classroom discussion or discourse concerning political issues, including campaigns, candidates, political groups or issues in campaigns for public office, that are within the subject matter of any academic program, course, curriculum, or study.
3. An employee may participate fully in public affairs in a manner that does not compromise his or her efficiency or integrity as an employee or the neutrality, efficiency, or integrity of the University constituent institution or unit in which he or she is employed.
4. The political opinions assumed by employees are personal ones, and employees must ensure that they do not imply that such opinions are endorsed by the University. B. Prohibited Activities. An employee may not:
- 1. Participate in political activity while on duty;
 - 2. Use the authority of his or her position, University funds, services, supplies, equipment, information technology resources, vehicles, or other University property, to endorse, campaign for, secure support for or oppose any candidate, political party, partisan political group, referendum, or issue in an election, or affect the results thereof; or
 - 3. Make any promise of preferential treatment (or actually confer such preference) or make any threat of detrimental treatment (or actually impose such detriment) to any person, including with respect to any condition or incident of employment over which the employee has authority, control, or influence, for purposes of inducing support of or opposition to any candidate for public office, political party, or partisan political group.

C. Senior Officers. The University will supply to any candidate for public office information of a substantive nature, whether it is information on agriculture, economics, education or any other topic. It is important that all candidates know they can receive factual information from the University, but it should be made clear that the administration of the University will not be identified with any candidate or any party. Accordingly, in addition to the restrictions set forth in subpart II.B., above, a senior officer may not:

- 1. Solicit, accept, or receive financial contributions from other persons or organizations on behalf of any candidate for partisan political office or the campaign committee of any candidate for partisan political office; or
- 2. Endorse or oppose a candidate for partisan political office or a candidate for political party office in a political advertisement, broadcast, campaign literature, or similar material.

D. Violations. Violation of the prohibitions contained in subparagraphs B. and C., above, shall be cause for appropriate disciplinary action, including discharge from employment.

III. Other Matters.

- A. Effective Date. The requirements of this policy shall be effective upon adoption by the Board of Governors.
- B. Policies of Constituent Institutions. The board of trustees of each constituent institution shall adopt policies governing political activities of employees. Policies adopted or substantively amended by a board of trustees regarding political activities of employees shall be effective upon approval by the president.
- C. Relation to Other Laws. This policy is designed to supplement, and does not purport in any way to supplant or modify, those statutory enactments and rights which may govern or limit the political activities of employees of the State of North Carolina.
- D. Regulations and Guidelines. This policy shall be implemented and applied in accordance with such regulations and guidelines as may be adopted by the president.

¹For employees subject to the State Personnel Act (SPA), political activities are governed by Article 5, Chapter 126 of the North Carolina General Statutes, policies adopted by the Office of State Human Resources (OSHR) and campus policies adopted in accordance therewith.

Winston-Salem State University
Board of Trustees
Closed Session Agenda
Friday, March 18, 2022

Action Items *

1. Approval of the Closed Session Minutes for December 10, 2021*
2. Personnel & Tenure Committee Report Trustee Harris
3. Litigation and Legal Assessment Report Dr. Ivey Brown
4. Political Activity Petition Chancellor Robinson
 Dr. Ivey Brown
5. Motion to come out of Closed Session*



SECTION A: INTRODUCTION, DEFINITIONS, AND INSTRUCTIONS

1. Introduction

Under Section 300.5.2 of the UNC Policy Manual, an employee who is exempt from the State Human Resources Act (an “EHRA employee”) must submit this petition for review before becoming a candidate for or accepting an appointive or elective public office.

Pursuant to the North Carolina Human Resources Act and the North Carolina Public Records Act, this petition and associated approvals are public records and will be released upon request

2. Relevant Definitions¹

- a. “Appointive public office” means a public office that is filled or obtained by means other than an election.
- b. “Conflict of commitment” relates to an individual’s distribution of time and effort between obligations to University employment and participation in other activities outside of University employment. A conflict of commitment occurs when the pursuit of such outside activities involves an inordinate investment of time or is conducted at a time that interferes with the employee’s fulfillment of University employment responsibilities.
- c. “Conflict of interest” means situations in which financial or other personal considerations, circumstances, or relationships may compromise, may involve the potential for compromising, or may have the appearance of compromising, an employee’s objectivity in fulfilling their University duties or responsibilities, including research, service, teaching activities, and administrative duties.
- d. “Elective public office” means a public office that is filled or obtained through the results of an election.
- e. “Full-time employee” means an individual who is employed by the University at least three-quarter (3/4) time, including faculty who are employed on a nine-month per calendar year basis.
- f. “Major public office” means (1) any public office requiring full-time service, regardless of the amount of compensation; (2) any public office requiring service on a part-time basis for which compensation is more than nominal²; or (3) membership in the North Carolina General Assembly.
- g. “Minor public office” means any public office that is not a major public office.
- h. “Part-time employee” means an individual who is employed but who is not a full-time employee.
- i. “Public office” means any national, state, or local governmental position of public trust and responsibility, whether elective or appointive, which is created, prescribed, or recognized by constitution, statute or ordinance (other than within the University of North Carolina).

¹ The definitions in Sections 300.5.1 and 300.5.2 of the UNC Policy Manual are incorporated herein by reference.

² In this context, “compensation which is more than nominal” means actual annual compensation or expected annual compensation, whichever is greater, in excess of \$10,000, excluding direct reimbursements for expenses incurred by the officeholder incident to holding office, whether such expenses are calculated on a per diem basis or an actual expense basis.

**University of North Carolina System
Petition Regarding Political Activity**

3. Instructions for Completing Section B of the Petition

The table on the following page specifies which portions of Section B the petitioner must complete. Petitioners also should read Section 300.5.2 in its entirety to ensure they are aware of all applicable requirements and deadlines.

TYPE OF EMPLOYEE AND PROPOSED ACTIVITY	IN SECTION B, COMPLETE:	POLICY NOTES
<p>Any EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Become a candidate for any minor public office</p> <p><input type="checkbox"/> Occupy any minor public office</p>	<p><input type="checkbox"/> Parts 1 and 5</p> <p><input type="checkbox"/> Part 3 required only if requesting leave</p> <p><input type="checkbox"/> Part 4 required only if directed by UNC General Counsel or chancellor</p>	<p><input type="checkbox"/> Promptly file with your supervisor a written statement of the amount of any payments to which you would be entitled as a candidate or officeholder and</p> <p><input type="checkbox"/> If directed by the UNC General Counsel or chancellor, submit a petition demonstrating that holding this public office will not create a conflict of commitment</p>
<p>Any EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Become a candidate for any major public office</p>	<p><input type="checkbox"/> Parts 1, 2, 3, and 4</p>	<p><input type="checkbox"/> Submit a petition for a full or partial leave of absence during period of candidacy and/or</p> <p><input type="checkbox"/> Submit a petition demonstrating that becoming a candidate for this public office will not create a conflict of commitment</p>
<p>A full-time EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Occupy a full-time public office</p>	<p><input type="checkbox"/> Parts 1 and 3</p>	<p><input type="checkbox"/> Submit a petition for a full leave of absence (for up to two years) for the time during which you will hold public office</p>
<p>A full-time EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Occupy a part-time public office for which compensation is more than nominal</p> <p><input type="checkbox"/> Occupy a seat in the NC General Assembly</p>	<p><input type="checkbox"/> Parts 1, 2, 3, and 4</p>	<p><input type="checkbox"/> Submit a petition for a full or partial leave of absence during time in office and/or</p> <p><input type="checkbox"/> Submit a petition demonstrating that holding this public office will not create a conflict of commitment</p>

**University of North Carolina System
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<p>A <u>part-time</u> EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Occupy a full-time public office</p> <p><input type="checkbox"/> Occupy a seat in the NC General Assembly</p>	<p><input type="checkbox"/> Parts 1, 2, 3, and 4</p>	<p><input type="checkbox"/> Submit a petition for a full or partial leave of absence during time in office <u>and/or</u></p> <p><input type="checkbox"/> Submit a petition demonstrating that holding this public office will not create a conflict of commitment</p>
<p>A <u>part-time</u> EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Occupy a part-time public office for which compensation is more than nominal</p>	<p><input type="checkbox"/> Parts 1 and 5</p> <p><input type="checkbox"/> Part 3 required only if requesting leave</p> <p><input type="checkbox"/> Part 4 required only if directed by UNC General Counsel or chancellor</p>	<p><input type="checkbox"/> Promptly file with your supervisor a written statement of the amount of any payments to which you would be entitled as a candidate or officeholder <u>and</u></p> <p><input type="checkbox"/> If directed by the UNC General Counsel or chancellor, submit a petition demonstrating that holding this public office will not create a conflict of commitment</p>

**University of North Carolina System
Petition Regarding Political Activity**

SECTION B: PETITION INFORMATION

Petitioner's Name: Kelly White	
Petitioner's Institution: Winston Salem State University	

1. NATURE OF PETITION

<input checked="" type="checkbox"/> New Petition	<input type="checkbox"/> Supplement/Amendment to a previously submitted Petition
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UNC Position Title

Petitioner's UNC Appointment Type	Petitioner's Full/Part Time Status
<input type="checkbox"/> 9-Month Faculty Full-Time (at least ¾ time or 9 months)	<input type="checkbox"/> hrs/wk
<input type="checkbox"/> 12-Month Faculty Part-Time (less than ¾ time or 30	
<input type="checkbox"/> Senior Academic and Administrative Officer, Tier I	
<input type="checkbox"/> Senior Academic and Administrative Officer, Tier II	
<input type="checkbox"/> Other EPA Non-faculty appointment	
<input checked="" type="checkbox"/>	

Public Office Title

Public Office Type (as defined in Section A)	Activity Type (check all that apply)
<input type="checkbox"/> Full-Time Public Office Campaign for Public Office	<input checked="" type="checkbox"/>
<input type="checkbox"/> Member of General Assembly Occupy a Public Office	<input checked="" type="checkbox"/>
<input type="checkbox"/> Part-time public office with compensation exceeding \$10,000	
<input type="checkbox"/> Part-time public office with compensation not exceeding \$10,000	

2. DESCRIPTION OF DUTIES AND WORK SCHEDULE (Supplemental information may be attached to this Petition.)

Petitioner's University Duties (Provide a breakdown of the percent of time dedicated to assigned work duties assuming a 40-hour work week unless regularly schedule to work fewer hours per week. Examples of categories include teaching and grading, instructional preparation, mentoring/advising students, supervision of staff, research and writing, University committees or service, external committees or service, fundraising, or other project/ program management.)

Knowledge & Technical: 40%

**University of North Carolina System
Petition Regarding Political Activity**

Planning & Organizing Operations: 10%
 Policy & Program Development: 10%
 Business Administration: 10%
 Human Resources Management: 10%

Petitioner's Name:	Kelly White
Petitioner's Institution:	Winston Salem State University

Communication & Public Relations: 10%
 Strategic Planning: 10%

Petitioner's Assigned Work Schedule (Even if not regularly defined, indicate all key obligations that are on a set schedule.)

My set schedule is Monday thru Friday, 8am – 5pm unless situational circumstances dictates other.

Campaign Activities (Provide a description of campaign activities, including types of campaign events, meetings with constituents and campaign staff, travel time for such meetings, or other expected activities.)

Campaign activities include the following:

- 1) General community events:
- 2) Political Party events and meetings:
- 3) Weekly strategy meetings with campaign staff:
- 4) Canvassing:

The majority of these activities will take place Alamance County. It is about 45-60 minutes away from Winston Salem, but closer for me since I am a resident of Burlington, NC. All of these activities will typically take place after 5pm on weekdays, with the majority of these activities, especially canvassing, taking place on the weekend.

**University of North Carolina System
Petition Regarding Political Activity**

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Expected Time Commitments for Campaigning (Include beginning and end dates for campaign, dates/times of all key obligations known or anticipated, expected average hours per work week, particularly hours that would fall within the petitioner’s assigned work schedule.)

Petitioner’s Name:	Kelly White
Petitioner’s Institution:	Winston Salem State University

Primary campaign activities would kick off around March 2022, with the filing deadline to declare my candidacy on March 4th 2022. These activities would last until November 2022 which is the completion of the election.

I do not have any key obligations for campaigning known or anticipated at this time outside of general campaigning activities outlined in the previous question. I anticipate spending somewhere between 10-20 hours a week after work campaigning. None of these activities would typically fall within my assigned weekly work schedule (8am-5pm). If I ever do have to attend a campaign activity during these hours, the appropriate time off (vacation days) will be taken.

Public Office Duties (Provide a description of the duty requirements for the public office, including meetings with constituents, travel time, standing committee obligations, or other expected service requirements.)

I have never run for any public office in the North Carolina, so I cannot predict all activities. However, In each county a sheriff is elected by the qualified voters and shall hold his office for a period of four years. If elected for this position, I will resign my position upon starting my appointment.

Expected Time Commitments for Holding Office (Include beginning and end dates of term, dates/times of all key obligations known or anticipated, expected average hours per work week, particularly hours that would fall within the petitioner’s assigned work schedule.)

If elected for this position, I will resign my position upon starting my appointment.

3. LEAVE REQUEST

**University of North Carolina System
Petition Regarding Political Activity**

- No leave requested.
- Full leave of absence (Required if full-time employee occupying a full-time public office, not to exceed two years.)
- Partial leave of absence (Approval of scope and duration are at the discretion of the Petitioner's institution.)
- Describe the proposed work schedule, including total hours per work week. Provide the time frame for the absence, using specific dates as often as practicable. Clarify if this leave or reduced schedule is being requested intermittently or continuously.

Petitioner's Name:	Kelly White
Petitioner's Institution:	Winston Salem State University

**University of North Carolina System
Petition Regarding Political Activity**

My current and proposed work schedule is Monday through Friday from 8 a.m. until 5 p.m., unless circumstances dictate otherwise. Typically, my hours include a 40 hour work week. I do not anticipate using any leave during my scheduled work hours as most of my events are intentionally arranged after 5:00 PM during the weekdays and on the weekends. I control my events, and at the moment, I do not have specific dates on which I should take leave during my work schedule. Should such a situation arise, I will immediately inform my supervisor, and upon approval, I will take the necessary approved leave. When needed, this leave request will be intermittent. The general election will take place on November 8. With this in mind, I have time to plan accordingly to ensure that this endeavor does not affect my responsibility or commitment to Winston Salem State University.

My campaign activities will only take place outside of my normal working hours and on the weekends. I will not engage in any campaign activities during my committed time to Winston Salem State University. This includes but is not limited to the use of state equipment and/or the state resources. I am aware of the state policy regarding campaigning while on state time and will adhere strictly to the policy. I am also aware of the state policy regarding unauthorized use of state equipment and state resources and will continue to adhere to this policy. I have discussed this plan and policy with my supervisor and fully understand the aforementioned cannot and will not occur. My supervisor has advised that any time taken during my work hours must be approved by him and will be made up when necessary.

As a 20 year veteran of the state of North Carolina UNC system, I am aware of the policies that surround the commitment of my assigned work schedule and responsibilities. I am very clear on the consequences associated with any violation of the policies and the law regarding my campaign activities on state time. I have a clear understanding that my primary commitment is to Winston Salem State University during my work hours and whenever called upon outside of those work hours.

4. ATTESTATION OF NO CONFLICT OF COMMITMENT

Explain why the proposed campaigning and/or office-holding does not create a conflict of commitment with your University duties. If requesting a partial leave of absence, clarify what duties you propose to eliminate or reduce, if any, during this period. Please note that the Board of Governors do not permit partial leave of absence or full leave of absence for a portion of a semester that adversely would affect the instructional services available to students, (for example, substituting another instructor for the petitioner to teach a course for a portion of the academic term.)

Petitioner's Name:	Kelly White
Petitioner's Institution:	Winston Salem State University

**University of North Carolina System
Petition Regarding Political Activity**

The proposed campaigning and/or office-holding does not create a conflict of commitment with my university duties for the following reason:

Previous candidates have advised me that the majority of campaign tasks can be achieved after regular business hours and on the weekends. While the weeks leading up the General Election are exceedingly busy, one can prepare in advance and is doable even with a full-time job. So if I am fortunate enough to win my election, my job responsibilities are flexible enough to plan in advance what I need to do in any given week. I've already spoken extensively with my supervisor regarding my interest to run for office. We have had conversations beyond the scope of this petition and are all on the same page, as is evident with his letter of support. We are all committed to making this work to maintain the integrity and quality of our work at Winston Salem State University and allowing me to pursue public office.

5. PAYMENT FOR PUBLIC OFFICE

Indicate the amount of any payments you would be or are entitled to as a candidate for or officeholder of this public office.

If elected, the position will come with an annual salary which is currently unknown at this time.

SECTION C: SIGNATURE OF PETITIONER

I hereby certify that all information submitted on this Petition and any supporting documentation provided is true, complete to the best of my knowledge and belief, and filed in good faith.

Kelly White

Petitioner's Signature

3-13-2021

Date

SECTION D: REVIEW AND DECISION

This petition will be reviewed and a decision will be made pursuant to Section 300.5.2 of the UNC Policy Manual.

If the Petition is in regard to a minor public office (or, for a part-time employee, for a part-time public office with compensation less than \$10,000), then only supervisory receipt is required and no further action is necessary. However, if the UNC General Counsel (with respect to senior academic and administrative officers (SAAO) and employees of the UNC System Office) or the chancellor (with respect to other employees of the constituent institution, other than SAAOs) believes that a material conflict of commitment may exist in a particular case, the UNC General Counsel or the chancellor may direct this petitioner to complete the attestation of no conflict of

**University of North Carolina System
Petition Regarding Political Activity**

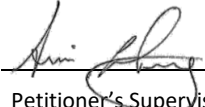
Petitioner's Name:	Kelly White
Petitioner's Institution:	Winston Salem State University

commitment, and the chancellor (or UNC General Counsel) would submit the petition either to the Board of Governors or the appropriate board of trustees for resolution.

Petitions by SAAOs, and by any other employee if the petition concerns candidacy and office-holding in the General Assembly, shall be addressed to and resolved by the General Counsel of the UNC System, and shall be transmitted through the institution's chancellor, and shall be accompanied by a recommendation from the Petitioner's chancellor, if applicable. If the petition pertains to a chancellor, it shall be accompanied by a recommendation of the board of trustees of the chancellor's institution.

Petitions by University employees other than SAAOs, with the exception of petitions concerning candidacy and office-holding for the General Assembly, shall be addressed to and resolved by the appropriate board of trustees and shall be transmitted through the chancellor. With respect to each such decision rendered by a board of trustees, the chancellor shall transmit to the Committee on University Governance of the Board of Governors a report, containing such information as the committee may specify, concerning the action of the board of trustees.

SIGNATURES (if required)

 _____
Petitioner's Supervisor Date

03/13/2022

Board of Trustees

Date

Chancellor

Date

UNC General Counsel

Date



WINSTON-SALEM STATE UNIVERSITY

POLICE AND PUBLIC SAFETY

Winston-Salem State University
P. D. Norris Police and Public Safety Bldg.
601 S. Martin Luther King, Jr. Drive
Winston-Salem, NC 27110
P: 336-750-2900 | F: 336-750-2915 |

To: Letitia Wall, Chief of Staff

From: Amir Henry, Chief

Date: 03/13/2022

Subject: Seeking Candidacy

Kelly White, Deputy for Police and Public Safety, has expressed interest in seeking candidacy in Alamance County. I am writing to express my trust in the abilities of DC White to fulfill the duties of his job while running for political office. I have known DC White since 2012 and his integrity and dedication to the profession have been steadfast. The UNC System office has also acknowledged this by seeking his advice and asking him to serve as Interim Chief at North Carolina Central University and Elizabeth State University.

I have discussed the potential impact campaigning for a high-profile position could have on him and the university. DC White stated he plans to campaign after 5 pm on weekdays and the weekends. However, should he decide to perform any duties related to campaigning during regular business hours, he will communicate that with me in advance to make adjustments to his schedule.

As the Director for Police and Public Safety, I plan on being flexible with his time as long as it does not interrupt our operational needs. In addition, DC White is aware that it is a violation of state policy to campaign while working on state time and an offense to use state resources while campaigning. Again, I will be flexible by adjusting his schedule or allowing him to use vacation or bonus leave when necessary.

Contingency plan:

The Deputy Chief position is managerial by nature and does not require much operationally, such as answering calls for service. His primary function is managing patrol operations. Pertaining to other administrative needs (emergencies), DC White agrees the needs of the university come first to the campaign.

I will use Developmental Associates LLC to hire two Captains and one Lieutenant in April. The applicants have received their dates for the assessment and hopefully, we will have three new employees by the end of April. Pertaining to our low staffing in Police and Public Safety, I believe we have applicants for those positions because the salaries are more attractive. Recruitment of line officers is not as attractive for the stress level and duties being asked to perform, along with the fact that other agencies are aggressively recruiting our officers with better salaries. This is the case nationally for almost all police agencies. Based on this information, I see a minimal adverse effect DC White's campaign will have on our operation.

I have discussed DC White's contingency plan should he win the election. The goal is as follows:

- To provide a 30-day transition plan which outlines current projects and the status of said projects
- Complete and close out as many open projects as possible that does not need additional oversight
- To bring supervisors under his supervision up to speed on the aforementioned projects
- Be available as needed for questions and historical knowledge during and after the 30-day time frame

- Provide the necessary training to personnel at the discretion of the Chief of Police regarding his duties and responsibilities

A constituent institution of the University of North Carolina.

Winston-Salem State University is dedicated to providing equal opportunity in admissions and employment based on merit, and without discrimination based on race, color, creed, religion, gender, national origin, age, disability or veteran status, according to state and federal laws.

Attestation: KELLY T. WHITE

ATTESTATION OF SPECIAL CONDITIONS FOR PETITION REGARDING POLITICAL ACTIVITY

University employees who are exempt from the State Human Resources Act (EHRA) may become a candidate for public office as provided through policies, regulations, and guidelines of the University of North Carolina System and Winston-Salem State University.

UNC Policy 300.5.2 (Candidacy for Elective Office; Officeholding) explains the presumed conflict of commitment for employees campaigning for a major office. Employees may submit a petition to the WSSU Board of Trustees (BoT) to rebut the presumption of the conflict. In reviewing the petition, the BoT may impose special conditions as appropriate. The special conditions are in addition to all applicable requirements and obligations involving employment and political activities.

The Petitioner signing this attestation confirms his desire to run for major office in line with the following understanding and special conditions:

-No political activities are allowed while on duty. Political activity includes any action directed toward the success or failure of a candidate, political party, or partisan political group. This includes campaigning and/or taking an active part in managing a campaign.

-The Petitioner shall not use his State position to secure support for, or to oppose, any candidate or issue in an election involving candidates for office or party nominations.

-The Petitioner shall not use State or University funds, services (including mail and email service), supplies (including letterhead and postage), equipment (including telephones, computers, photocopiers, and fax machines), vehicles, or other University property to secure support for, or to oppose, any person or issue in any election.

-The Petitioner shall not coerce an employee or applicant to support or contribute to a political candidate, political committee, or political party or to change the party designation of their voter registration.

-The Petitioner shall not promise or give preferential or detrimental treatment to induce support for, or opposition to, a candidate, political office, or partisan political group.

-The Petitioner shall regularly document that no State or University resources are being used in connection with campaign activities.

-If campaign or employment circumstances deviate from those set forth in the petition, the Petitioner shall immediately inform his immediate supervisor (within 24 hours of learning of the change in circumstances or sooner).

By signing below, I attest that I understand and agree to the special conditions imposed based upon the petition I submitted. I further understand my failure to follow the special conditions in addition to all requirements related to State employment and political activities will subject me to disciplinary action up to and including termination.

KELLY T. WHITE

DATE

PETITIONER

Period Covered by this Certification: *DATE-DATE*

CERTIFICATION FOR POLITICAL ACTIVITY PETITION

EHRA employees who intends to become a candidate for election or appointment to any public office, or to hold any public office, is responsible for knowing and complying with UNC Policy 300.5.2, in addition to any other applicable policies, regulations, and guidelines including, but not limited to, policies and regulations concerning Political Activities of Employees, Conflict of Interest and Commitment, and External Professional Activities for Pay.

Policy 300.5.2 identifies situations in which a petition regarding political activity is required to resolve conflict of commitment issues. The Petitioner has submitted a petition that satisfies the conflict of commitment issues.

Still, WSSU recognizes circumstances presented in the petition may change as the political season develops. The University has created this certification to help manage risk and remind the Petitioner of obligations with respect to representations in the petition regarding political activity.

To aid with compliance of UNC Policy 300.5.2, the Petitioner is providing regular notice of changes to circumstances relative to the approved petition for political activities. The University shall set or modify the reporting interval for a Petitioner's certification as needed to assure the University.

Check the boxes to certify the following statements:

During the period of this certification, I have not engaged in political activities while on duty.

During the period of this certification, I have not used State or University funds, services (including mail and email service), supplies (including letterhead and postage), equipment (including telephones, computers, photocopiers, and fax machines), vehicles, or other University property for political activity.

During the period of this certification, there have been no change in my employment circumstance (including changes in hours and days of work, work responsibilities, and supervisor).

Petitioners who cannot answer affirmatively to the items in this certification are required to immediately contact the Office of Legal Affairs. False certification may result in disciplinary action up to and including termination.

By signing below, I affirm the statements above are true and there have been no changes to the circumstances presented in my approved petition for political activity.

NAME

DATE

**WINSTON-SALEM STATE UNIVERSITY
MINUTES OF THE BOARD OF TRUSTEES
CLOSED SESSION
FRIDAY, DECEMBER 10, 2021
DRAFT PENDING BOARD APPROVAL**

CLOSED SESSION

The Winston-Salem State University Board of Trustees meeting came into closed session pursuant to North Carolina law to: (1) prevent the disclosure of privileged information under N.C.G.S. 143-318.11(a)(1), specifically state employee personnel records, under The Privacy of State Employee Personnel Records Act, Article 7 of chapter 126 of the North Carolina General Statutes; (2) consult with our attorney under N.C. Gen. Stat. 143-218.11(a)(3)(2) to protect the attorney-client privilege, to consider and give instructions concerning potential and actual claims, administrative procedures, or judicial actions, privilege and (3) hear or investigate a complaint, charge, or grievance by or against a public officer or employee under N.C.G.S. 143-318.11(a)(6).consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee under N.C.G.S. 143-318.11(a)(6).

REPORT OF THE AUDIT COMMITTEE AND LITIGATION UPDATE

Vice Chancellor of Finance Constance Mallette gave the specifics of the Aramark Catering Services Contract that is currently in discussions. She was requesting approval of the contract from the Board of Trustees before moving forward.

Motion, Resolved that the Aramark Catering Contract be approved as presented. Trustee Bigelow motioned and Trustee Harris seconded. The motion passed by roll call vote.

Dr. Ivey Brown presented the status of pending litigations. Two cases are actively being managing at this time. Dr. Brown also stated that we have two outstanding labor grievances and investigations under way as well.

Mr. Rod Isom reported on an investigation regarding a control structure issue with PeopleAdmin. Chancellor Robinson and Chairman Farmer further commented and discussed the issue. A control system was put into place to prevent former supervisors from having accessibility to create actions on behalf of employees that are no longer in their division.

Ms. Raisha Cobb discussed an IT issue regarding a department using a website that was not secure nor authorized for use by IT. The site was removed. Training for the employees will be scheduled. This will provide employees with instructions for choosing sites that are HEPA compliant.

There were no further closed session discussions needed.

MOTION TO RESUME IN OPEN SESSION

Trustee Harris moved and Trustee Moore seconded the motion to return to open session. A roll call vote was taken. The motion passed. The meeting resumed in open session.

Motion Resolved, that the Winston-Salem State University Board of Trustees would return to open session.

The public meeting resumed in Open Session.

Winston-Salem State University
Board of Trustees
Called Meeting December 17, 2021
3:00 p.m. via Zoom
Draft Pending Board Approval

Call to Order:

Chairman Kelvin Farmer called the meeting to order at 3:00 p.m.

Conflict of Interest Statement – read by Chairman Farmer:

Conflict of Interest Statement

All Board Members are reminded of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this Board of Trustees' meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time.

Virtual Meeting Statement – read by Chairman Farmer:

NC State Law Virtual Meetings

As chair of the committee, I want to remind everyone that we will be conducting today's meeting pursuant to the new amendments to the Open Meetings Act that apply during states of emergency. The amendments were signed into law on May 4, 2020, and allow public bodies to meet via electronic means. The new law does require, however, that we take all votes via roll call, which we will do today.

Additionally, pursuant to the amendments to the law, all chats, instant messages, texts, or other written communications between members of the board regarding the transaction of the public business during the remote meeting are deemed a public record.

Finally, I will ask all committee members, Board members, and participating staff to please identify yourself before participating in deliberations -- including making motions, proposing amendments, and raising points of order.

Roll Call:

Members Present: Farmer, Kelvin; Bailey, L 'Tanya; Barr, Robert; Bigelow, Coretta; Carr, Dyamond; Clark, Robert; Cullinan, Matthew; Harris, William; Kelly, Kathleen; Miller, Bill; Moore, Brent; Nostitz, Drewry; and Sides, Ricky. The entire board was present on the call. Quorum.

Executive Staff Present:

Robinson, Elwood (Chancellor); Brown, Ivey; Graves, Cornelius; Wall, Letitia; Thomas, Eitenne (Athletic Director); and Cession, Karen (recorder).

Motion to Go into Closed Session:

Motion: Resolved that the Board of Trustees meeting go into closed session to discuss the employment contracts for the Head Football Coach and the Head Basketball Coach. Trustee Bigelow motioned and Trustee Harris seconded the motion. Motion passed with a roll call vote.

Motion: Resolved that the WSSU Board of Trustees approve the Head Football Coach's contract as presented. Trustee Moore motioned and Trustee Harris seconded the motion. Motion passed with a roll call vote.

Motion: Resolved that the WSSU Board of Trustees approve the Head Basketball Coach's contract as presented. Trustee Moore motioned and Trustee Harris seconded the motion. Motion passed with a roll call vote.

Motion to Come out of Closed Session:

Trustee Harris motioned that the meeting come out of closed session. Trustee Moore seconded the motion. The meeting resumed in open session.

Statement regarding Action Taken While in Closed Session:

Chairman Farmer stated that while in closed session, the Board of Trustees approved the contracts for the Head Football Coach and the Head Basketball Coach. There were no other action items.

Adjournment:

There were no further discussion items. The meeting adjourned by common consent.

Submitted by:

Karen Cession, Office of the Chancellor



SECTION A: INTRODUCTION, DEFINITIONS, AND INSTRUCTIONS

1. Introduction

Under Section 300.5.2 of the UNC Policy Manual, an employee who is exempt from the State Human Resources Act (an “EHRA employee”) must submit this petition for review before becoming a candidate for or accepting an appointive or elective public office.

Pursuant to the North Carolina Human Resources Act and the North Carolina Public Records Act, this petition and associated approvals are public records and will be released upon request

2. Relevant Definitions¹

- a. “Appointive public office” means a public office that is filled or obtained by means other than an election.
- b. “Conflict of commitment” relates to an individual’s distribution of time and effort between obligations to University employment and participation in other activities outside of University employment. A conflict of commitment occurs when the pursuit of such outside activities involves an inordinate investment of time or is conducted at a time that interferes with the employee’s fulfillment of University employment responsibilities.
- c. “Conflict of interest” means situations in which financial or other personal considerations, circumstances, or relationships may compromise, may involve the potential for compromising, or may have the appearance of compromising, an employee’s objectivity in fulfilling their University duties or responsibilities, including research, service, teaching activities, and administrative duties.
- d. “Elective public office” means a public office that is filled or obtained through the results of an election.
- e. “Full-time employee” means an individual who is employed by the University at least three-quarter (3/4) time, including faculty who are employed on a nine-month per calendar year basis.
- f. “Major public office” means (1) any public office requiring full-time service, regardless of the amount of compensation; (2) any public office requiring service on a part-time basis for which compensation is more than nominal²; or (3) membership in the North Carolina General Assembly.
- g. “Minor public office” means any public office that is not a major public office.
- h. “Part-time employee” means an individual who is employed but who is not a full-time employee.
- i. “Public office” means any national, state, or local governmental position of public trust and responsibility, whether elective or appointive, which is created, prescribed, or recognized by constitution, statute or ordinance (other than within the University of North Carolina).

¹ The definitions in Sections 300.5.1 and 300.5.2 of the UNC Policy Manual are incorporated herein by reference.

² In this context, “compensation which is more than nominal” means actual annual compensation or expected annual compensation, whichever is greater, in excess of \$10,000, excluding direct reimbursements for expenses incurred by the officeholder incident to holding office, whether such expenses are calculated on a per diem basis or an actual expense basis.

3. Instructions for Completing Section B of the Petition

The table on the following page specifies which portions of Section B the petitioner must complete. Petitioners also should read Section 300.5.2 in its entirety to ensure they are aware of all applicable requirements and deadlines.

**University of North Carolina System
Petition Regarding Political Activity**

TYPE OF EMPLOYEE AND PROPOSED ACTIVITY	IN SECTION B, COMPLETE:	POLICY NOTES
<p>Any EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Become a candidate for any minor public office</p> <p><input type="checkbox"/> Occupy any minor public office</p>	<p><input type="checkbox"/> Parts 1 and 5</p> <p><input type="checkbox"/> Part 3 required only if requesting leave</p> <p><input type="checkbox"/> Part 4 required only if directed by UNC General Counsel or chancellor</p>	<p><input type="checkbox"/> Promptly file with your supervisor a written statement of the amount of any payments to which you would be entitled as a candidate or officeholder and</p> <p><input type="checkbox"/> If directed by the UNC General Counsel or chancellor, submit a petition demonstrating that holding this public office will not create a conflict of commitment</p>
<p>Any EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Become a candidate for any major public office</p>	<p><input type="checkbox"/> Parts 1, 2, 3, and 4</p>	<p><input type="checkbox"/> Submit a petition for a full or partial leave of absence during period of candidacy and/or</p> <p><input type="checkbox"/> Submit a petition demonstrating that becoming a candidate for this public office will not create a conflict of commitment</p>
<p>A full-time EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Occupy a full-time public office</p>	<p><input type="checkbox"/> Parts 1 and 3</p>	<p><input type="checkbox"/> Submit a petition for a full leave of absence (for up to two years) for the time during which you will hold public office</p>
<p>A full-time EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Occupy a part-time public office for which compensation is more than nominal</p> <p><input type="checkbox"/> Occupy a seat in the NC General Assembly</p>	<p><input type="checkbox"/> Parts 1, 2, 3, and 4</p>	<p><input type="checkbox"/> Submit a petition for a full or partial leave of absence during time in office and/or</p> <p><input type="checkbox"/> Submit a petition demonstrating that holding this public office will not create a conflict of commitment</p>
<p>A part-time EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Occupy a full-time public office</p> <p><input type="checkbox"/> Occupy a seat in the NC General Assembly</p>	<p><input type="checkbox"/> Parts 1, 2, 3, and 4</p>	<p><input type="checkbox"/> Submit a petition for a full or partial leave of absence during time in office and/or</p> <p><input type="checkbox"/> Submit a petition demonstrating that holding this public office will not create a conflict of commitment</p>

**University of North Carolina System
Petition Regarding Political Activity**

<p>A <u>part-time</u> EHRA employee seeking authorization to:</p> <p><input type="checkbox"/> Occupy a part-time public office for which compensation is more than nominal</p>	<p><input type="checkbox"/> Parts 1 and 5</p> <p><input type="checkbox"/> Part 3 required only if requesting leave</p> <p><input type="checkbox"/> Part 4 required only if directed by UNC General Counsel or chancellor</p>	<p><input type="checkbox"/> Promptly file with your supervisor a written statement of the amount of any payments to which you would be entitled as a candidate or officeholder <u>and</u></p> <p><input type="checkbox"/> If directed by the UNC General Counsel or chancellor, submit a petition demonstrating that holding this public office will not create a conflict of commitment</p>
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**University of North Carolina System
Petition Regarding Political Activity**

SECTION B: PETITION INFORMATION

Petitioner's Name:	Kelly White
Petitioner's Institution:	Winston Salem State University

1. NATURE OF PETITION

<input checked="" type="checkbox"/>	New Petition	<input type="checkbox"/>	Supplement/Amendment to a previously submitted Petition
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UNC Position Title	
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Petitioner's UNC Appointment Type	Petitioner's Full/Part Time Status
<input type="checkbox"/> 9-Month Faculty Full-Time (at least ¾ time or 9 months)	<input type="checkbox"/>
<input type="checkbox"/> 12-Month Faculty Part-Time (less than ¾ time or 30	<input type="checkbox"/> hrs/wk)
<input type="checkbox"/> Senior Academic and Administrative Officer, Tier I	
<input type="checkbox"/> Senior Academic and Administrative Officer, Tier II	
<input type="checkbox"/> Other EPA Non-faculty appointment	
<input checked="" type="checkbox"/>	

Public Office Title	
----------------------------	--

Public Office Type (as defined in Section A)	Activity Type (check all that apply)
<input type="checkbox"/> Full-Time Public Office Campaign for Public Office	<input checked="" type="checkbox"/>
<input type="checkbox"/> Member of General Assembly Occupy a Public Office	<input checked="" type="checkbox"/>
<input type="checkbox"/> Part-time public office with compensation exceeding \$10,000	
<input type="checkbox"/> Part-time public office with compensation not exceeding \$10,000	
<input type="checkbox"/>	

2. DESCRIPTION OF DUTIES AND WORK SCHEDULE (Supplemental information may be attached to this Petition.)

Petitioner's University Duties (Provide a breakdown of the percent of time dedicated to assigned work duties assuming a 40-hour work week unless regularly schedule to work fewer hours per week. Examples of categories include teaching and grading, instructional preparation, mentoring/advising students, supervision of staff, research and writing, University committees or service, external committees or service, fundraising, or other project/ program management.)

**University of North Carolina System
Petition Regarding Political Activity**

Knowledge & Technical: 40%
 Planning & Organizing Operations: 10%
 Policy & Program Development: 10%
 Business Administration: 10%
 Human Resources Management: 10%

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Petitioner's Name:	Kelly White
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Petitioner's Institution:	Winston Salem State University
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Communication & Public Relations: 10%
 Strategic Planning: 10%

Petitioner's Assigned Work Schedule (Even if not regularly defined, indicate all key obligations that are on a set schedule.)

My set schedule is Monday thru Friday, 8am – 5pm unless situational circumstances dictates other.

Campaign Activities (Provide a description of campaign activities, including types of campaign events, meetings with constituents and campaign staff, travel time for such meetings, or other expected activities.)

<p>Campaign activities include the following:</p> <ol style="list-style-type: none"> 1) General community events: 2) Political Party events and meetings: 3) Weekly strategy meetings with campaign staff: 4) Canvassing: <p>The majority of these activities will take place Alamance County. It is about 45-60 minutes away from Winston Salem, but closer for me since I am a resident of Burlington, NC. All of these activities will</p>

**University of North Carolina System
Petition Regarding Political Activity**

typically take place after 5pm on weekdays, with the majority of these activities, especially canvassing, taking place on the weekend.

Expected Time Commitments for Campaigning (Include beginning and end dates for campaign, dates/times of all key obligations known or anticipated, expected average hours per work week, particularly hours that would fall within the petitioner’s assigned work schedule.)

Petitioner’s Name:	Kelly White
Petitioner’s Institution:	Winston Salem State University

Primary campaign activities would kick off around March 2022, with the filing deadline to declare my candidacy on March 4th 2022. These activities would last until November 2022 which is the completion of the election.

I do not have any key obligations for campaigning known or anticipated at this time outside of general campaigning activities outlined in the previous question. I anticipate spending somewhere between 10-20 hours a week after work campaigning. None of these activities would typically fall within my assigned weekly work schedule (8am-5pm). If I ever do have to attend a campaign activity during these hours, the appropriate time off (vacation days) will be taken.

Public Office Duties (Provide a description of the duty requirements for the public office, including meetings with constituents, travel time, standing committee obligations, or other expected service requirements.)

I have never run for any public office in the North Carolina, so I cannot predict all activities. However, In each county a sheriff is elected by the qualified voters and shall hold his office for a period of four years. If elected for this position, I will resign my position upon starting my appointment.

Expected Time Commitments for Holding Office (Include beginning and end dates of term, dates/times of all key obligations known or anticipated, expected average hours per work week, particularly hours that would fall within the petitioner’s assigned work schedule.)

If elected for this position, I will resign my position upon starting my appointment.

3. LEAVE REQUEST

**University of North Carolina System
Petition Regarding Political Activity**

- No leave requested.
- Full leave of absence (Required if full-time employee occupying a full-time public office, not to exceed two years.)
- Partial leave of absence (Approval of scope and duration are at the discretion of the Petitioner's institution.)
- Describe the proposed work schedule, including total hours per work week. Provide the time frame for the absence, using specific dates as often as practicable. Clarify if this leave or reduced schedule is being requested intermittently or continuously.

Petitioner's Name:	Kelly White
Petitioner's Institution:	Winston Salem State University

**University of North Carolina System
Petition Regarding Political Activity**

My current and proposed work schedule is Monday through Friday from 8 a.m. until 5 p.m., unless circumstances dictate otherwise. Typically, my hours include a 40 hour work week. I do not anticipate using any leave during my scheduled work hours as most of my events are intentionally arranged after 5:00 PM during the weekdays and on the weekends. I control my events, and at the moment, I do not have specific dates on which I should take leave during my work schedule. Should such a situation arise, I will immediately inform my supervisor, and upon approval, I will take the necessary approved leave. When needed, this leave request will be intermittent. The general election will take place on November 8. With this in mind, I have time to plan accordingly to ensure that this endeavor does not affect my responsibility or commitment to Winston Salem State University.

My campaign activities will only take place outside of my normal working hours and on the weekends. I will not engage in any campaign activities during my committed time to Winston Salem State University. This includes but is not limited to the use of state equipment and/or the state resources. I am aware of the state policy regarding campaigning while on state time and will adhere strictly to the policy. I am also aware of the state policy regarding unauthorized use of state equipment and state resources and will continue to adhere to this policy. I have discussed this plan and policy with my supervisor and fully understand the aforementioned cannot and will not occur. My supervisor has advised that any time taken during my work hours must be approved by him and will be made up when necessary.

As a 20 year veteran of the state of North Carolina UNC system, I am aware of the policies that surround the commitment of my assigned work schedule and responsibilities. I am very clear on the consequences associated with any violation of the policies and the law regarding my campaign activities on state time. I have a clear understanding that my primary commitment is to Winston Salem State University during my work hours and whenever called upon outside of those work hours.

4. ATTESTATION OF NO CONFLICT OF COMMITMENT

Explain why the proposed campaigning and/or office-holding does not create a conflict of commitment with your University duties. If requesting a partial leave of absence, clarify what duties you propose to eliminate or reduce, if any, during this period. Please note that the Board of Governors do not permit partial leave of absence or full leave of absence for a portion of a semester that adversely would affect the instructional services available to students, (for example, substituting another instructor for the petitioner to teach a course for a portion of the academic term.)

Petitioner's Name:	Kelly White
Petitioner's Institution:	Winston Salem State University

**University of North Carolina System
Petition Regarding Political Activity**

The proposed campaigning and/or office-holding does not create a conflict of commitment with my university duties for the following reason:

Previous candidates have advised me that the majority of campaign tasks can be achieved after regular business hours and on the weekends. While the weeks leading up the General Election are exceedingly busy, one can prepare in advance and is doable even with a full-time job. So if I am fortunate enough to win my election, my job responsibilities are flexible enough to plan in advance what I need to do in any given week. I've already spoken extensively with my supervisor regarding my interest to run for office. We have had conversations beyond the scope of this petition and are all on the same page, as is evident with his letter of support. We are all committed to making this work to maintain the integrity and quality of our work at Winston Salem State University and allowing me to pursue public office.

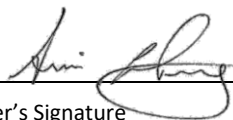
5. PAYMENT FOR PUBLIC OFFICE

Indicate the amount of any payments you would be or are entitled to as a candidate for or officeholder of this public office.

If elected, the position will come with an annual salary which is currently unknown at this time.

SECTION C: SIGNATURE OF PETITIONER

I hereby certify that all information submitted on this Petition and any supporting documentation provided is true, complete to the best of my knowledge and belief, and filed in good faith.



Petitioner's Signature

3-13-2021

Date

SECTION D: REVIEW AND DECISION

This petition will be reviewed and a decision will be made pursuant to Section 300.5.2 of the UNC Policy Manual.

If the Petition is in regard to a minor public office (or, for a part-time employee, for a part-time public office with compensation less than \$10,000), then only supervisory receipt is required and no further action is necessary. However, if the UNC General Counsel (with respect to senior academic and administrative officers (SAAO) and employees of the UNC System Office) or the chancellor (with respect to other employees of the constituent institution, other than SAAOs) believes that a material conflict of commitment may exist in a particular case, the UNC General Counsel or the chancellor may direct this petitioner to complete the attestation of no conflict of

**University of North Carolina System
Petition Regarding Political Activity**

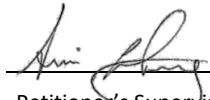
Petitioner's Name:	Kelly White
Petitioner's Institution:	Winston Salem State University

commitment, and the chancellor (or UNC General Counsel) would submit the petition either to the Board of Governors or the appropriate board of trustees for resolution.

Petitions by SAAOs, and by any other employee if the petition concerns candidacy and office-holding in the General Assembly, shall be addressed to and resolved by the General Counsel of the UNC System, and shall be transmitted through the institution's chancellor, and shall be accompanied by a recommendation from the Petitioner's chancellor, if applicable. If the petition pertains to a chancellor, it shall be accompanied by a recommendation of the board of trustees of the chancellor's institution.

Petitions by University employees other than SAAOs, with the exception of petitions concerning candidacy and office-holding for the General Assembly, shall be addressed to and resolved by the appropriate board of trustees and shall be transmitted through the chancellor. With respect to each such decision rendered by a board of trustees, the chancellor shall transmit to the Committee on University Governance of the Board of Governors a report, containing such information as the committee may specify, concerning the action of the board of trustees.

SIGNATURES (if required)

	03/13/2022		
_____ Petitioner's Supervisor	Date	_____ Board of Trustees	Date
_____ Chancellor	Date	_____	
_____ UNC General Counsel	Date		



WINSTON-SALEM STATE UNIVERSITY

POLICE AND PUBLIC SAFETY

Winston-Salem State University
P. D. Norris Police and Public Safety Bldg.
601 S. Martin Luther King, Jr. Drive
Winston-Salem, NC 27110
P: 336-750-2900 | F: 336-750-2915 |

To: Letitia Wall, Chief of Staff
From: Amir Henry, Chief *AH*
Date: 03/13/2022
Subject: Seeking Candidacy

Kelly White, Deputy for Police and Public Safety, has expressed interest in seeking candidacy in Alamance County. I am writing to express my trust in the abilities of DC White to fulfill the duties of his job while running for political office. I have known DC White since 2012 and his integrity and dedication to the profession have been steadfast. The UNC System office has also acknowledged this by seeking his advice and asking him to serve as Interim Chief at North Carolina Central University and Elizabeth State University.

I have discussed the potential impact campaigning for a high-profile position could have on him and the university. DC White stated he plans to campaign after 5 pm on weekdays and the weekends. However, should he decide to perform any duties related to campaigning during regular business hours, he will communicate that with me in advance to make adjustments to his schedule.

As the Director for Police and Public Safety, I plan on being flexible with his time as long as it does not interrupt our operational needs. In addition, DC White is aware that it is a violation of state policy to campaign while working on state time and an offense to use state resources while campaigning. Again, I will be flexible by adjusting his schedule or allowing him to use vacation or bonus leave when necessary.

Contingency plan:

The Deputy Chief position is managerial by nature and does not require much operationally, such as answering calls for service. His primary function is managing patrol operations. Pertaining to other administrative needs (emergencies), DC White agrees the needs of the university come first to the campaign.

I will use Developmental Associates LLC to hire two Captains and one Lieutenant in April. The applicants have received their dates for the assessment and hopefully, we will have three new employees by the end of April. Pertaining to our low staffing in Police and Public Safety, I believe we have applicants for those positions because the salaries are more attractive. Recruitment of line officers is not as attractive for the stress level and duties being asked to perform, along with the fact that other agencies are aggressively recruiting our officers with better salaries. This is the case nationally for almost all police agencies. Based on this information, I see a minimal adverse effect DC White's campaign will have on our operation.

I have discussed DC White's contingency plan should he win the election. The goal is as follows:

- To provide a 30-day transition plan which outlines current projects and the status of said projects
- Complete and close out as many open projects as possible that does not need additional oversight
- To bring supervisors under his supervision up to speed on the aforementioned projects
- Be available as needed for questions and historical knowledge during and after the 30-day time frame

- Provide the necessary training to personnel at the discretion of the Chief of Police regarding his duties and responsibilities

A constituent institution of the University of North Carolina.

Winston-Salem State University is dedicated to providing equal opportunity in admissions and employment based on merit, and without discrimination based on race, color, creed, religion, gender, national origin, age, disability or veteran status, according to state and federal laws.

The UNC Policy Manual

300.5.1

Adopted 01/16/76

Amended 02/08/85

Amended 04/11/14

Political Activities of Employees

The Board of Governors adopts the following policy concerning political activities by University employees.

- I. University employees retain the rights and obligations of citizenship provided in the Constitution and laws of the State of North Carolina and the Constitution and laws of the United States of America. Employees are encouraged to exercise fully and freely their right to participate or refrain from participating in political processes without fear of penalty or reprisal, consistent with the University's commitment to encouraging the full freedom, within the law, of inquiry, discourse, teaching, research, service, and publication. Certain types of activities by University employees related to political processes, however, may be incompatible with the general responsibilities of employment or with the particular responsibilities of University employment.

A. Applicability. This policy applies to all University employees who are exempt from the State Personnel Act (Chapter 126 of the General Statutes) pursuant to G.S. 126-5(c1).¹ B. Definitions. For purposes of this policy:

1. "Campaign" or "campaigning" means all acts done by a candidate and his or her adherents to obtain votes to be cast toward a nomination or in an election.
2. "Candidate" means an individual who seeks nomination or election to any elective public office whether or not the person is elected. Absent any other evidence of candidacy, an individual is deemed to be a candidate if the individual has received political contributions or made expenditures or has consented to another person receiving contributions or making expenditures with a view to bringing about the individual's nomination or election.
3. "Election" includes a primary, special, runoff, or general election.
4. "Employee" means an individual who is employed by the University of North Carolina and is exempt from the State Personnel Act (Chapter 126 of the General Statutes) pursuant to G.S. 126-5(c1).
5. "Endorse" means a public statement by an individual expressing support or approval of another individual's candidacy for public office.
6. "On duty" means the time period when an employee is: (a) in a pay status other than paid leave, compensatory time off, or excused or authorized absence (including leave without pay); (b) representing the University of North Carolina or

any constituent institution or subdivision thereof in an official capacity; or (c) expected to perform services for which he or she receives compensation from the University. Provided, however, an employee who is or may be expected to perform his or her duties on a twenty-four hour per-day basis shall not be considered on duty except during regularly scheduled working hours or at other times when the employee is actually performing the duties of his or her office.

7. "Partisan" when used as an adjective means related to a political party.
8. "Partisan political group" means any committee, club, or other organization which is affiliated with a political party or candidate for public office in a partisan election, or organized for a partisan purpose, or which engages in partisan political activity.
9. "Partisan political office" means any public office for which any candidate is nominated or elected as representing a political party, but does not include any office or position within a political party or affiliated organization.
10. "Political activity" means actions directed toward the success or failure of a candidate for public office, political party, or partisan political group including, but not limited to, campaigning, political management, and soliciting financial contributions for political purposes.
11. "Political management" means taking an active part in the direction, supervision, or management of a partisan political group or a campaign for public office.
12. "Political party" means a national political party, a state political party, or an affiliated organization.
13. "Political purpose" means an objective of promoting or opposing a political party, candidate for public office, candidate for partisan political office, or partisan political group.
14. "Public office" means any national, state, or local governmental position of public trust and responsibility, whether elective or appointive, which is created, prescribed, or recognized by constitution, statute, or ordinance (other than within the University of North Carolina).
15. "Senior officers" means the president, the chancellors, and the senior academic and administrative officers (SAAO) described in Policy 300.1.1, subpart I.A., who are at the rank of vice president, vice chancellor, provost, dean, and other positions of equivalent rank and responsibility.
16. "Solicit" means to request expressly of another person that he or she contribute something to a candidate, a campaign, a political party, or partisan political group.

II. Political Activities

A. Permissible Activities. An employee may engage in political activity to the extent not expressly prohibited by law or applicable policy.

1. Permissible activities include, but are not limited to:
 - a. Registering, voting, and otherwise participating in elections;
 - b. Becoming a candidate for and holding public office in accordance with University policy;

- c. Expressing opinions privately and publicly on political subjects;
 - d. Participating in political organizations;
 - e. Participating in political campaigns;
 - f. Engaging in political management; and
 - g. Soliciting, accepting, receiving, and making financial contributions for political purposes to political parties, partisan political groups, and campaign committees of candidates for public office.
2. Nothing in this policy prohibits, or otherwise limits, teaching, inquiry, classroom discussion or discourse concerning political issues, including campaigns, candidates, political groups or issues in campaigns for public office, that are within the subject matter of any academic program, course, curriculum, or study.
 3. An employee may participate fully in public affairs in a manner that does not compromise his or her efficiency or integrity as an employee or the neutrality, efficiency, or integrity of the University constituent institution or unit in which he or she is employed.
 4. The political opinions assumed by employees are personal ones, and employees must ensure that they do not imply that such opinions are endorsed by the University. B. Prohibited Activities. An employee may not:
 1. Participate in political activity while on duty;
 2. Use the authority of his or her position, University funds, services, supplies, equipment, information technology resources, vehicles, or other University property, to endorse, campaign for, secure support for or oppose any candidate, political party, partisan political group, referendum, or issue in an election, or affect the results thereof; or
 3. Make any promise of preferential treatment (or actually confer such preference) or make any threat of detrimental treatment (or actually impose such detriment) to any person, including with respect to any condition or incident of employment over which the employee has authority, control, or influence, for purposes of inducing support of or opposition to any candidate for public office, political party, or partisan political group.

C. Senior Officers. The University will supply to any candidate for public office information of a substantive nature, whether it is information on agriculture, economics, education or any other topic. It is important that all candidates know they can receive factual information from the University, but it should be made clear that the administration of the University will not be identified with any candidate or any party. Accordingly, in addition to the restrictions set forth in subpart II.B., above, a senior officer may not:

1. Solicit, accept, or receive financial contributions from other persons or organizations on behalf of any candidate for partisan political office or the campaign committee of any candidate for partisan political office; or
2. Endorse or oppose a candidate for partisan political office or a candidate for political party office in a political advertisement, broadcast, campaign literature, or similar material.

D. Violations. Violation of the prohibitions contained in subparagraphs B. and C., above, shall be cause for appropriate disciplinary action, including discharge from employment.

III. Other Matters.

A. Effective Date. The requirements of this policy shall be effective upon adoption by the Board of Governors.

B. Policies of Constituent Institutions. The board of trustees of each constituent institution shall adopt policies governing political activities of employees. Policies adopted or substantively amended by a board of trustees regarding political activities of employees shall be effective upon approval by the president.

C. Relation to Other Laws. This policy is designed to supplement, and does not purport in any way to supplant or modify, those statutory enactments and rights which may govern or limit the political activities of employees of the State of North Carolina.

D. Regulations and Guidelines. This policy shall be implemented and applied in accordance with such regulations and guidelines as may be adopted by the president.

¹For employees subject to the State Personnel Act (SPA), political activities are governed by Article 5, Chapter 126 of the North Carolina General Statutes, policies adopted by the Office of State Human Resources (OSHR) and campus policies adopted in accordance therewith.