



**AGENDA**  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**President's Conference Room**  
**Tuesday August 25, 2020 10:00 am**

- 10:00 am Call to Order.....Vice Chair Marie Robinson
- 10:05 am Trustees Attendance.....President Michael Elam
- 10:10 am Invocation.....Trustee John Smith
- 10:12 am Swearing In of Appointed Board of Trustee .....Kimberly Mack  
*Executive Assistant to the President and Board of Trustees  
 & NC Notary*
- Byron Waters, Halifax County Board of Commissioners Appointment, July 1, 2020-June 30, 2024*
- 10:15 am Nominating Committee Report.....Trustee Marie Robinson
- 10:20 am Election of Chair, Vice Chair, and Secretary..... Board of Trustees
- 10:30 am Recognition of in Memory of Trustee Ruel Solomon.....Board of Trustees
- Resolution and Special Presentation
- 10:40 am Recognition of Trustee Michael Felt.....Board of Trustees
- 10:45 am Introduction of Visitors and New Staff
- 10:50 am Adoption of the Agenda
- 10:55 am Potential Conflicts of Interest Notification
- 11:00 am Ethics Awareness & Conflict of Interest Reminder
- Ethics Statement .....

*“Each member of this board of trustees (except the student representative) is reminded of their obligations and duties under the State Government Ethics Act. Trustees must continually monitor, evaluate, and manage their personal, financial, and professional affairs to ensure the absence of conflicts of interest or even the appearance of conflicts of interest. Does any member of this board know of an actual conflict of interest or appearance of a conflict of interest which exists with regard to any matter coming before this board?”*

**Consent Agenda**

1. Minutes from the June 30, 2020

**Committee Reports**

- (1) Buildings, Grounds, & Finance
  - Monthly Financial Report: FY 19-20 State Expenditures, County, and Griffin Centre through June 30, 2020
  - Monthly Financial Report: FY 20-21 State Expenditures, County, and Griffin Centre through July 31, 2020
  - Approval of the close out of Project #2219
  - Approval of the close out of Project #2530
  - History of Advanced Manufacturing & Corporate Training Center
  - Approval of the close out of Project #1744
  - Approval of the close out of Project #1945
  - Move funds transferred from completed Projects from #1744 and #1945 to a current construction project
- (2) Personnel and Student Services
  - Approval of the Family Medical Leave (FMLA) Policy
  - SACS-COC & Substantive Change
  - HCC Foundation recommends approval of the revised Procedure and Regulations Manual
- (3) Academic
- (4) Chairman Comments/Announcements
  - Board and Committee Meetings Dates and Times
  - Committee Appointments
  - NCACCT Seminar
  - ACCT Leadership Congress

11:35 am

**President's Report – Dr. Michael Elam**

1. Enrollment Update for Fall 2020
2. Graduation update
3. Performance Measures
4. Fall 2020 Convocation
5. Advance Manufacturing and Corporate Training Center Update
6. Budget Allocation from Halifax and Northampton County Local Governments
7. COVID-19 Response

**Informational Items**

**Academic**

1. 2020-2021 Program Review Schedule

Institutional Effectiveness & Advancement

1. SACS-COC Update
2. Foundation Update

12:00 pm **Closed Session**

**Adjournment**

DRAFT