



**Board of Trustees Meeting
September 27, 2011, 2011 at 10:00 a.m.
Agenda**

- 10:00am Call to Order.....Chairman, Frank Avent, III
10:05am Trustees Attendance.....President Griffin
10:10am Invocation.....Rev.Robert Knight
10:15am Introduction of Other Visitors

Ethics Awareness & Conflict of Interest Reminder

Ethics Statement Chairman, Frank V. Avent, III

“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?”

10:20am **A. Trustees Business**.....Chairman, Frank V. Avent, III

1. Approval of Agenda
2. Approval of Minutes of Regular Meeting on September 27, 2011
3. Committee Reports
 - (1) Buildings and Grounds
 - (2) Finance
 - (3) Personnel and Student Services
 - (4) Academic Program Services
 - (5) Announcement
 - a. Governor Appointee, Mrs. Mary J. Mebane Term 9/6/2011-6/30/2012 replacing Mr. Frederick Webb, Jr.

10:30am **B. President's Report** – Dr. Ervin V. Griffin, Sr.

1. The American Job Alert
2. PBI Funding 2011-2012
3. Founder's Day 2011
4. Digital Communication College Survey 2011
5. Final Enrollment

11:00am **Action Items**

1. Internal Audit Plan-Spring 2011 and Summer 2011
2. Financial Aid Audit for 2010-11

Informational Items

11:10am **3. Academic Affairs**

- a. Constitution Day
- b. Community Conversations
- c. Career Readiness Certification
- d. Les Atkins Promotional Video

11:20am **4. Administrative Services**

- a. Financial Report

11:30am **5. Institutional Advancement**

- a. Golf Tournament

11:40am **6.. Student Government Association (SGA)**

11:45am **C. Closed Session**

D. Adjournment