



**Board of Trustees Meeting  
September 29, 2009 at 10:00 a.m.  
Agenda**

- 10:00am Call to Order..... Chair, Dr. Stanley Edwards  
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 .....Chair, Dr. Stanley Edwards

*“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**.....Dr. Stanley Edwards

1. Approval of Agenda
2. Approval of Minutes of Regular Meeting on August 25, 2009
3. Appointment of Committees
4. Self Evaluation Survey
5. Announcements

10:35am **B. President's Report** – Dr. Ervin V. Griffin, Sr.

- 1. 2008-2009 Audit Report**
- 2. State Budget Reversions**
- 3. NC Mission of Mercy**
- 4. Enrollment Management Update**
- 5. Advance Planning**

10:50am **Action Items**

- 6. DCC 2-1 Budget Report**
- 7. Policy #10 Employee Evaluation Process**
- 8. Addendum to Continuing Education Fees**
- \* Internal Audit Classroom Visitation Report**

**Informational Items**

11:10am **9. Instructional Service**

- a. Salary Calculator
  - b. “12 in 6” Progress Report
  - c. U.S. Fire Administration’s National Fire Academy
- \*Internal Audit Classroom Visitation Report**

11:20am **10. Administrative Services**

- a. Financial Reports

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

- a. Grants Update
- b. Campus Fund Drive Update

11:40am **12. Student Government Association**

**C. Closed Session**

Personnel

**D. Adjournment**

**\*Additional Action Item**