



**Board of Trustees Meeting
October 25, 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 StatementChairman, Frank 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 Avent, III

1. Approval of Agenda
2. Approval of Minutes of Regular Meeting on September 27, 2011
3. Committee Appointments
4. Committee Reports
 - (1) Buildings and Grounds
 - (2) Finance
 - (3) Personnel and Student Services
 - a. Article II Bylaws
 - (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.
- b. November 2010 Board of Trustees Meeting was (11-16-2010); November 2011 Board of Trustees Meeting is planned for (11-15-2011)

10:40am **B. President's Report** – Dr. Ervin V. Griffin, Sr.

1. Update From SACS
2. Continuing Education/Community Services Statistical Report for 2010-11
3. Economical Impact Study – 2011
4. Digital Community College Award
5. Kudos to HCC SGA

11:00am **Action Items**

1. Christmas Holidays for Faculty and Staff

Informational Items

11:20am

2. Academic Affairs

- c. Articulation Agreement with Elizabeth City State University
- d. Counselor Information
- e. Career and College Promise Update

11:30am

3. Administrative Services

- a. Financial Report

11:45am

4. Institutional Advancement

- a. Foundation and Grant Update

12:00am

5. Student Government Association

C. Closed Session

D. Adjournment