



**Board of Trustees Meeting
November 17, 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 StatementChair, 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 October 27, 2009
3. Holiday Events
4. Announcements

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

1. NC Board of Nursing Report

2. Annual Internal Equipment Audit

3. President's Higher Education Community Service Honor Roll

4. State Audit

11:00am **Action Items**

5. Christmas Holiday

6. Recommended Change to Personnel Policy #22 – Professional Development

7. 403B Resolution

Informational Items

11:15am **8. Instructional Service**

a. Lean Six Sigma Train the Trainer Program

b. RVEC Update

c. Fall Annual High School Counselors Workshop

d. NC Commission of Indian Affairs Educational Talent Search

e. JobLink Program Update

11:30am **9. Administrative Services**

a. Financial Reports

11:45am **10. Institutional Advancement**

a. Foundation Update

b. HCC Alumni Association

12:00am **11. Student Government Association**

C. Closed Session

Personnel

D. Adjournment