



DR. J. TODD ROBERTS, CHANCELLOR

DATE: Friday, August 3, 2018

MEMORANDUM

TO: NCSSM Board of Trustees *Executive Committee*

CC: Board of Trustees
Andrea Poole, Secretary of the University
NCSSM Direct Reports, Faculty Senate President, Staff Senate Chair,
SGA President

FROM: Dr. Todd Roberts, Chancellor 

SUBJECT: Board of Trustees *Executive Committee Meeting* for
Wednesday, August 15, 2018, 1:00 p.m. – 2:30 p.m., Royall Boardroom

We will have our 1st Board of Trustees *Executive Committee Meeting* on Wednesday, August 15, 2018, from 1:00 p.m. – 2:30 p.m., in the Royall Center Board Room.

Please access your pre-meeting materials at www.ncssm.edu and *bring those you wish with you*. We, of course, welcome trustees accessing information electronically at the meeting via your personal computer or another portable device. Board members will not need to log in this time since there are no confidential materials for this meeting. Thank you for reviewing this information prior to the meeting.

At all Board meetings, we provide you with an ID card and electronic access pass that will allow you to enter our buildings. When you arrive on campus, please enter the Bryan Center lobby and pick these items up at the reception desk so that you may come and go as you need during the meeting. However, it is very important that you leave them with us after the meeting so that we can continue to provide a secure campus for our students. If you should lose them, they can easily be deactivated and replaced; you just need to notify us as soon as possible. Thank you very much for your cooperation to assist with keeping our campus secure.

We look forward to seeing you on Wednesday, August 15th. Please contact Delaney Keefe at 919-416-2706 or via email at delaney.keefe@ncssm.edu to let her know by Thursday, August 9th if you cannot attend this meeting or if you have other questions. She will be glad to assist.

Our 1st BOT meeting will be Friday, September 21st, 2018, from 9 a.m. – 3:30 p.m., approximately, and will be held in Morganton, NC.

Thank you again for your continued support of our students.

Enclosures:

1. Draft Agenda
2. Draft BOT Minutes for May 25, 2018 (Information Item)
3. Draft BOT Executive Committee Minutes for April 19, 2018 **
4. BOT Draft Agenda – September 21, 2018
5. Financial Report, June 30, 2018
6. Construction & Renovation Report
7. Chancellor's Report Presentation

** Action Items

† Closed Session Items