



DR. J. TODD ROBERTS, CHANCELLOR

DATE: Tuesday, September 20, 2022

MEMORANDUM

TO: NCSSM Board of Trustees

CC: Meredith McCullen, Secretary of the University
NCSSM Leadership Team

FROM: Dr. Todd Roberts, Chancellor 

SUBJECT: Board of Trustees Meeting, Friday, September 30, 2022

The 2nd Board of Trustees Meeting will take place on Friday, September 30th, from 9:00 a.m. – 3:00 p.m., in The Barn at NCSSM's campus in Morganton, NC, and will be followed by an optional tour of the NCSSM-Morganton campus. Driving directions can be found [here](#) and campus information can be found [here](#). Please note that you will need to check in at the main desk in Goodwin Hall lobby upon arrival.

Please access your pre-meeting materials [here](#). As there are confidential items for this meeting, board members will need to log in this time. Thank you for reviewing this information prior to the meeting.

Please contact Delaney Keefe at 919-416-2706 or via email at delaney.keefe@ncssm.edu if you have questions about the meeting; she will be glad to assist.

Thank you for continuing to help us provide the very best to our students. I look forward to seeing you on Friday, September 30th.

Enclosures:

1. Draft Agenda
2. BOT Meeting Dates for 2022-2023
3. BOT Committee Membership
4. Chancellor's Report
 - a. Chancellor's Report Presentation
 - b. Accolades and Awards
5. Executive Committee
 - a. Draft BOT Minutes for Friday, July 15, 2022**
 - b. Information Item: Draft BOT Executive Committee meeting minutes for Tuesday, August 16, 2022, which will be approved at the November 10, 2022 BOT Executive Committee Meeting
6. Action Items to be Considered by the Full Board
 - a. Approve BOT Meeting Minutes for Friday, July 15, 2022**
 - b. Adopt NCSSM FY2022-2023 Internal Audit Plan**

- c. Approve Revisions to Bylaws Section 101: Membership**
 - d. Adopt Resolution Regarding Delegation of Authority**
 - e. Approve Recommendation for Salary Adjustment (Confidential Item)**†
- 7. Fiscal, Audit, & Human Resources Committee
 - a. Draft Committee Agenda
 - b. Draft Committee Meeting Minutes, May 13, 2022
 - c. Conflict of Interest Statement
 - d. FAHR Orientation and Committee Responsibilities
 - e. Internal Audit 2021-22 Year-End Report
 - f. 2022 Employee Demographics
 - g. 2022-23 Internal Audit Plan
 - h. Business Process Compliance Dashboard
 - i. Financial Report as of June 30, 2022
 - j. Construction/Renovation Report
 - k. HUB Detailed Report (Historically Underutilized Businesses)
 - l. Staff Senate Report
- 7. Educational Policies & Practices Committee
 - a. Draft Committee Agenda
 - b. Draft Committee Meeting Minutes, May 13, 2022
 - c. Faculty Senate Report
 - d. Staff Senate Report
 - e. Student Government Report
- 8. Institutional Advancement Committee
 - a. Draft Committee Agenda
 - b. Draft Committee Meeting Minutes, May 13, 2022
 - c. Institutional Advancement Quarterly Report
- 9. Distance Education & Extended Programs Committee
 - a. Draft Committee Agenda
 - b. Draft Committee Meeting Minutes, May 13, 2022
 - c. Step Up to STEM Summary Report - Summer 2022
 - d. Step Up to STEM Tracking Map - Summer 2022
 - e. INSPIRE Summary Report - Summer 2022
 - f. INSPIRE Tracking Map - Summer 2022
 - g. Extended Learning Summer Programs Recap 2022
 - h. Summer Accelerator Course Proposal 2023
 - i. Summer Accelerator Faculty/Staff Incentive 2023
 - j. NCSSM Connect Update
 - k. NCSSM Ethics and Leadership Conference Flier

** Action Items

† Closed Session Items