



**STATE OF NORTH CAROLINA  
OFFICE OF STATE PERSONNEL  
1331 MAIL SERVICE CENTER  
116 WEST JONES STREET  
RALEIGH, NC 27699-1331**

**BEVERLY EAVES PERDUE  
GOVERNOR**

**LINDA D. COLEMAN  
STATE PERSONNEL DIRECTOR**

**MEMORANDUM**

**TO:** Agency Heads, Chancellors, Human Resources Directors  
and Other Interested Parties

**FROM:** Delores A. Joyner, Administrator  
State Personnel Commission

**DATE:** September 29, 2010

**RE:** **Approved Personnel Actions for the August 19, 2010 State Personnel  
Commission Meeting**

Below is a list of personnel actions that were approved by the Governor's Office and the State Personnel Commission at the **August 19, 2010** State Personnel Commission meeting.

- (1) \*[Minutes of the June 17, 2010 State Personnel Commission Meeting](#)
- (2) **2010 Equal Employment Opportunity Status Report**
- (3) **Proposed Rule and Policy Adoptions and Amendments/Revisions**

**Voluntary Shared Leave**

- (a) **25 NCAC 1E. 1302 Policy**  
**25 NCAC 1E. 1304 Donor Guidelines**
  - (b) **Voluntary Shared Leave Policy**
- (4) **Personnel Records**
    - (a) **25 NCAC 1J.0603 Appeals**  
**25 NCAC 1J.0613 Procedural Requirements**
    - (b) **Disciplinary Action, Suspension and Dismissal Policy**  
**Employee Appeals and Grievances Policy**
    - (c) **Personnel Records Policy**

**Approved Personnel Actions**

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**Note: The following Agency and University Employee Grievance Policies and Procedures that were scheduled to be considered at the August 19, 2010 State Personnel Commission meeting were tabled until the October 21, 2010 Commission meeting.**

- (a) North Carolina Community College System**
- (b) North Carolina Department of Agriculture and Consumer Services**
- (c) North Carolina Department of Environment and Natural Resources**
- (d) North Carolina Department of Revenue**
- (e) North Carolina Department of the Secretary of State**
- (f) North Carolina Office of State Personnel**
- (g) University of North Carolina – Chapel Hill**

**\*Please click on this item to review the approved action. Some of the other items may be reviewed at the Office of State Personnel's website: <http://www.osp.state.nc.us/>**