



**STATE OF NORTH CAROLINA  
OFFICE OF STATE PERSONNEL  
1331 Mail Service Center  
Raleigh, North Carolina 27699-1331**

BEVERLY EAVES PERDUE  
GOVERNOR

ANN G. COBB, DEPUTY DIRECTOR  
INTERIM STATE PERSONNEL DIRECTOR

MEMORANDUM

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

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

**DATE:** April 27, 2012

**RE:** Approved Personnel Actions for the April 19, 2012 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 **April 19, 2012** State Personnel Commission meeting.

1. State Classification and Pay Actions
2. Merit Based Recruitment and Selection Plans
  - Department of Commerce
  - North Carolina Community College System
3. Title 25 of the North Carolina Administrative Code
  - Subchapter I - Service to Local Government
  - 25 NCAC 1I .1704 Personnel Records and Reports (Repeal)
  - 25 NCAC 1I .1804 Allocation of Positions to Classification Plan (Amendment)
  - 25 NCAC 1I .1805 Tentative and Flat Rate Provisions (Amendment)
  - 25 NCAC 1I .1806 New and Additional Permanent: Full or Part-time Positions (Amendment)
  - 25 NCAC 1I .2005 Separation (Amendment)
  - 25 NCAC 1I .2101 Compensation Plan (Amendment)
  - 25 NCAC 1I .2102 Establishment of Salary Schedule (Amendment)
  - 25 NCAC 1I .2103 Salary Rates (Amendment)

25 NCAC 1I .2107	Procedures for Submission and Approval (Amendment)
25 NCAC 1I .2303	Dismissal for Grossly Inefficient Job Performance (Amendment)
25 NCAC 1I .2304	Dismissal for Personal Conduct (Amendment)
25 NCAC 1I .2307	Demotion (Amendment)

4. Hearing Officer's Report

Title 25 of the North Carolina Administrative Code  
Subchapter B – State Personnel Commission

25 NCAC 1B. 0436	Settlements/Consent Agreements in Grievances, Contested Cases (Amendment)
25 NCAC 1B .0437	State Personnel Commission: Procedures (Amendment)
25 NCAC 1B .0438	Establishment of Reasonable Attorney Fees by the Commission (Amendment)

Subchapter D – Compensation  
Subchapter E – Employee Benefits

25 NCAC 1D .0107	Cross Hiring (Repeal)
25 NCAC 1D .0303	Effective Date (Amendment)
25 NCAC 1D .0308	Salary Increases (Amendment)
25 NCAC 1D .0403	Effective Date (Repeal)
25 NCAC 1D .0605	Effective Date (Amendment)
25 NCAC 1D .0611	Reallocation/Salary Rate (Amendment)
25 NCAC 1D .0808	Salary Rate (Amendment)
25 NCAC 1D .1205	Agency Responsibility (Repeal)
25 NCAC 1E .0102	Types of Leave (Repeal)

5. Employee Mediation & Grievance Policies

North Carolina State Government Employee Mediation and Grievance Process

Agencies

Department of Administration  
Department of Commerce  
Department of Cultural Resources  
Department of Environment and Natural Resources  
Department of Labor  
Office of State Personnel  
Secretary of State  
State Treasurer

Universities

East Carolina University  
Elizabeth City State University  
NC A&T State University  
North Carolina Central University  
UNC – General Administration  
Winston-Salem State University

Boards and Commissions

Board of Barber Examiners  
North Carolina Office of the Commissioner of Banks  
Board of Opticians

6. Employee Appeals and Grievance Policies

North Carolina State Government Employee Appeal and Grievance Process

Agencies

Department of Agriculture and Consumer Services  
Department of Health and Human Services  
Department of Insurance  
Department of Justice  
Department of Public Instruction  
Department of Revenue  
Department of Transportation  
North Carolina Community College System  
North Carolina Arboretum  
Office of Information Technology Services  
Office of State Auditor  
Office of State Budget  
Office of the State Controller  
Wildlife Resources Commission

Universities

Fayetteville State University  
NC School of Science and Mathematics  
North Carolina School of the Arts  
North Carolina State University  
UNC – Asheville  
UNC – Chapel Hill  
UNC – Charlotte  
UNC – Greensboro  
UNC – Pembroke  
UNC – Wilmington  
Western Carolina University

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Boards and Commissions

Office of Administrative Hearings  
State Board of Cosmetic Art Examiners

7. Personnel Function Report (Senate Bill 886 Report – 2011)
8. Annual Performance Management Report (Cycle 23 – 2011)
9. Equal Employment Opportunity Institute Semi-Annual Report (January – June 2011)

**Some of the items may be reviewed at the Office of State Personnel's website: <http://www.osp.state.nc.us/>**