



**Halifax Community College
Board of Trustees
Called Meeting
Minutes
January 13, 2017**

Board of Trustees Present: Trustee Michael Felt, Chair
Trustee Marie Robinson, Vice Chair
Trustee Bettie Cofield
Trustee Donna Clements
Trustee Deans Eatman
Trustee Byron Waters
Trustee John Smith
Trustee Robert Partin
Trustee Larrell Lewis
Trustee Sammy Webb

Board of Trustee Absent: Trustee Stanley Edwards, excused
Trustee Ruel Solomon
Trustee Scott Richardson

Others Present: Dr. Ervin V. Griffin, Sr., President/CEO
Ms. Kimberly Mack, Executive Assistant to the President
Dr. Deryl Davis Fulmer, Vice President of Academic Affairs

Call to Order

Chair Felt called the Halifax Community College Board of Trustees meeting to order on January 13, 2017 at 10:00 am in the conference room at Halifax Community College, 200 College Drive, Dr. Phillip W. Taylor Complex, Weldon, NC 27890.

Swearing In of New Board Member, Byron Waters
Trustee Byron Waters was given the oath by Kimberly Mac, Executive Assistant to the President and Board of Trustees, who is also a NC Notary.

Trustee Quorum

Chair Felt noted that Trustee Stanley Edwards asked to be excused. Also, absent from the meeting was Trustee Ruel Solomon and Trustee Scott Richardson.

Adoption of Agenda

Trustee Smith made the motion to adopt today's agenda. Trustee Eatman seconded the motion. The motion carried.

Invocation

Trustee Smith gave the invocation.

Ethics Statement

Chair Felt read the ethics statement. There were no conflicts of interest.

Trustee Business

- 1. Policy Change for Awarding Academic Credit for Non-Credit Coursework-**Dr. Deryl Davis-Fulmer presented to the Board a policy change for awarding academic credit for non-credit coursework. It had been common policy and practice to disallow the transfer of non-credit coursework to credit courses. On page 77 of the 2016-2018 Halifax Community College Catalog, it states that "Transfer credit is not given for continuing education courses nor life experience. Students wishing curriculum credit for these types of courses/experiences may inquire as to eligibility to register, pay for, and take an appropriate class as credit by exam." The catalog further states on page 78, that, "Continuing education courses are not transferable to curriculum programs."

The proposed policy change is as follows: Transfer credit may be awarded to /non-credit/Continuing Education courses/programs that meet the appropriate and equivalent requirements of the credit course/program as identified by the faculty and/or licensure and other third party credentialing agencies. Faculty teaching the non-credit courses must hold the appropriate credentials to meet requirements as specified by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and students must meet all specified requirements of the desired curriculum program.

In addition, the North Carolina Community College System Board code under Community Colleges Chapter D regarding Course Articulation indicates that, "In accordance with criteria set forth by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and local college policies, a college may award academic credit for course work taken on a noncredit basis only when there is documentation that the noncredit course work is equivalent to a college designated credit experience as determined by the college," effective June 1, 2016.

Requests for credit that require justifications that are different from licensures and other recognized credentials will be assessed on a case-by-case basis with consultation from faculty and a procedure as established by the college-wide Curriculum Committee. In all cases, the non-credit courses must meet the equivalent standards and competencies of the credit course(s) and be part of the respective program of study.

The committee is also recommending that the catalog be changed on page 78 and under "Transfer Credit between Programs," item #4 to be removed. It currently reads, "Continuing education courses are not transferable to curriculum programs."

After continued discussion, Trustee Robert Partin made motion to change the policy for awarding academic credit for non-credit coursework. Trustee Robinson seconded the motion. The motion carried.

Closed Session

Trustee Robinson made the motion to go into closed session pursuant to NCGS 143-318.11 (a)(3) to consult with the Board's attorney regarding a confidential attorney/client privilege matter. Trustee Smith seconded the motion.

Open Session

Trustee Smith made the motion to go back into open session. Trustee Robinson seconded the motion. The motion carried. Once by in open session, two motions were made from the business that was discussed in closed session. They are as follows:

1. Trustee Waters made a motion to accept the amended contract for Dr. Michael Elam and give signing authority on behalf of the Board of Trustees to Chair Michael Felt and Vice Chair Marie Robinson. Trustee Webb seconded the motion. The motion carried.
2. Trustee Smith made the motion to give President Griffin the remaining balance of his local supplement, which amounts for \$1,888.90 for his outstanding service. Trustee Cofield seconded the motion. The motion carried.

Adjournment

Trustee Eatman made the motion to adjourn the meeting. Trustee Partin seconded the motion. The motion carried. The meeting was adjourned at 10:55 am.



Dr. Ervin V. Griffin, Sr., President/CEO



Michael G. Felt, Chair of the Board of Trustees

