



**Halifax Community College
Board of Trustees Regular Board Meeting
April 30, 2013**

Board of Trustees Present: Trustee Frant Avent, III
Trustee Jay Baker
Trustee James Barmer
Trustee Bettie Cofield
Trustee Rachel Hux
Trustee Bernella DeLaMora
Trustee Michael Felt
Trustee Stanley Edwards
Trustee Mary Mebane
Trustee Lillie Solomon

Board of Trustee Absent: Trustee David Cairns-*unexcused*
Trustee Carmen Betancourt (SGA Representative)-*unexcused*
Trustee Robert Knight-*excused*

Others Present: Dr. Ervin V. Griffin, Sr., President
Dr. Joy Cooley, Acting Vice President of Academic Affairs
Robert Howard, Vice President of Administrative Services
Dr. Dianne Rhoades, Interim Vice President of Institutional Advancement
B. T. Brown, Dean of Curriculum Programs
Dr. Barbara Hasty, Dean of Students
Dr. Adriane Leché, Dean of Institutional Effectiveness and Planning
Dr. Vera Palmer, Dean of Continuing Education
Debra Smith, Associate Vice President of Finance
Daniel Lovett, Director of Title III Program an PRIDE Male Mentoring Program
Melanie Temple, Public Relational and Marketing Director
Jacqueline Hough, Roanoke Daily Herald Reporter
Sandra Weden, Faculty Senate Representative
Tara Keeter, Financial Aid Director

Call to Order

Chairman Frank V. Avent, III called the Halifax Community College Board of Trustees' meeting to order at 10:00 am in the President's conference room at Halifax Community College, 100 College Drive, Weldon, NC 27890.

Invocation

Trustee Edwards gave the invocation.

Introductions

Everyone present introduced themselves. Also, the new employees present were introduced. They were Fredia Webb, JobLink Case Manager and Margaret Murga, Human Resources Director.

Ethics Awareness & Conflict of Interest Reminder

Chairman Avent read the Ethics Statement. There were no conflicts of interest.

Approval of the Agenda

Trustee Felt made the motion to accept the agenda as printed. Trustee Baker seconded the motion. The motion carried.

Approval of Minutes

Regular Meeting on March 26, 2013

Trustee Baker made the motion to approve the March 26, 2013 regular meeting minutes with the corrections. Trustee Hux seconded the motion. The motion carried.

Committee Reports

Building and Grounds

Trustee Hux reported that the 100 Building will be renamed to the Dr. Phillip W. Taylor Complex in recognition of the 50th year anniversary of the Community College System.

Finance

No Report

Personnel and Student Services

Trustee Edwards recommended the procedures to the Board for President Griffin's evaluation. There was discussion. Trustee Barmer was not very pleased with the evaluation tool and would like for it to be changed. He thought the evaluation should be based on more goals and objectives. Dr. Edwards suggested that maybe this could be an action item for a future Board meeting after the evaluation. Dr. Edwards asked the Board to approve the following steps for before Dr. Griffin's evaluation is completed.

1. All Board meeting should have received the President's evaluation form in the mail. If not, Dr. Edwards had extra copies.
2. The evaluations should be brought back for any questions that are not clear on the evaluation form for the May Board meeting.

3. All evaluation forms should be completed and returned to Dr. Edwards by June 10, 2013. The Personnel and Student Services committee will meet and tally the points and the Chair will call for a special meeting for the Board to go over the evaluation with President Griffin.

Trustee Felt made the motion to approve the three steps regarding the evaluation and to discuss adding goals and objectives to the future evaluations that the President will be appraised on. Trustee Barmer seconded the motion. The motion carried.

Academic

No Report

Chairman Report

Jobs coming to Halifax County-Chairman Avent gave an update on the Solar Company and Wood Company coming to Halifax County. HCC will be providing training for both of the companies.

President's Report

Thank You-President Griffin thanked the Board of Trustees for their continued support of the college. He stated that it was a great month.

American Association of Community Colleges (AACC) Commission on Diversity, Inclusion, and Equity-Dr. Griffin stated that he had almost completed a term on the AACC Commission on Diversity, Inclusion, and Equity. His term was ending June 30, 2013.

Vice President of Academic Affairs-President Griffin announced that there were 20 plus applications for the Vice President of Academic Affairs. He hoped to get a very experienced Vice President. President Griffin stated that after the top 3 applicants are selected, the Board will be able to go into closed session to meet with the three applicants.

Bills-Dr. Griffin went over the following bills:

- HB 937-If this bill passed, it would allow conceal weapons to be on campus. There are other bills that would allow a hand gun to be on educational property or locked vehicle.
- Senate Bill 703-The bill, if passed, could change HCC campus from being a tobacco free policy school. If passed, people could smoke outside the buildings.
- House Bill 903-If this bill passed, it would require all constituent institutions of the University of North Carolina to fully adhere to the comprehensive articulation agree with the North Carolina Community College System regarding the transfer of courses and academic credits between the two systems and the admission of transfer students and to direction the University of North Carolina and the North Carolina Community College System to report bi-annually regarding the agreement to the joint legislative education oversight committee.

2013 6th Annual Men to Men Summit-President Griffin asked Mr. Dan Lovett, Director of Title II Program and PRIDE Male Mentoring Program, to provide information on 2013 6th

Annual Men to Men Summit. The summit was held on April 10, 2013 with more than 400 people in attendance. The summit highlighted the following components: powerful dialogue, faculty development, traditions and recognition, passion & vision recognition, and principal's leadership recognition.

Cohort Default Rate and Implications-Dr. Griffin asked Ms. Tara Keeter, Director of Financial Aid, to give an update on the cohort default rate and implications. The Board engaged in discussion. Next month, the Board will vote to continue/discontinue with the Federal Student Loan program.

Governor's Budget Update-President Griffin stated that the Governor's budget was going to reduce the budget of 52 of the 58 community colleges. HCC could be moving from three-year to two-year enrollment average funding model. It will dramatically decrease college's expected budget. President Griffin encouraged everyone to contact legislatures to explain the issues.

8th Annual SACSCOC Small College Initiative "CEO/Board Chair Relations"-Trustee DeLaMora gave an update on the workshop. She was glad that she attended. She also stated that the Board has to be on top of things, know how the college is working, and know HCC's five year goals. The Board of Trustees was here to make policies. Dr. Griffin is the person hired by the Board to run the college. The Board was here at HCC to question things and know what is going on behind the scene.

2013 NCACCT Law/Legislative Seminar-Trustee Felt stated that the 2013 NCACCT Law/Legislative Seminar was a great seminar. One of the topics discuss was the prayers at public functions. ACLU is an agency that is taking it to court. NC Senator Bryant attended the round table discussion. Trustee Edwards mentioned that NC Senator Bryant had no idea of the issues facing community colleges. She encouraged everyone to keep her informed on the issues, so that she will know what to argue for in Raleigh. Trustee Edwards stated that she is doing a great job fighting for us in Raleigh, NC. President Griffin also mentioned that he attended a meeting that discussed social media and employees.

Action Items

Transfer of funds from FY 12-13 State Operating Budget to Project #1945 HCC Buildings Renovation Program-Ms. Debbie Smith, Director of Finance ask the Board to authorize the administration to transfer up to \$200,000 from the FY 12-13 State Operating Budget to Project #1945 HCC Building Renovation Project. HCC Finance felt more conformable with \$100,000. Trustee Baker made the motion to authorize the administration to transfer up to \$200,000. Trustee Barmer seconded the motion. The motion carried.

Transfer of funds from old completed project #1165 Repair Renovations to current project #1945 HCC Buildings Renovation Project- Ms. Debbie Smith, Director of Finance, asked the Board to authorize the administration to close completed capital project #1165 Repair Renovations and move the \$5751 in remaining funds to the active project #1945 HCC Buildings Renovation Project. Trustee Barmer made the motion to authorize the

administration to close completed capital project #1165 Repair Renovation and move the \$5751 in remaining funding to the active project #1945 HCC Buildings Renovation Project. Trustee Baker seconded the motion. The motion carried.

Transfer of funds from old completed project #1090 Allied Health Building to current project #1945 HCC Buildings Renovation Project-Trustee Hux made the motion to transfer funds from old completed project #1090 Allied Health Building to current project #1945 HCC Building Renovation Project. Trustee Baker seconded the motion. The motion carried.

Calendar Revision-Dr. Joy Cooley, Acting Vice President of Academic Affairs asked the Board to approve a change to the 2013-2014 calendar making April 18th, Good Friday, a holiday rather than a work day for faculty and staff. If approved this revision to the calendar, it will add an additional day of classes. Trustee Felt made the motion to approve the calendar revision to have Good Friday, April 18th, off and add one additional day to the end of classes. Trustee Hux seconded the motion. The motion carried.

Informational Items

Academic Affairs

Graduation-Dr. Joy Cooley, Acting Vice President of Academic Affairs, asked Dr. Hasty, Dean of Students, to give an update on graduation. Dr. Hasty reported that graduation will be on Saturday, May 11, 2013 beginning at 10:00 am at the Centre. There will be 353 certificates, diplomas, and degrees award. She also announced that NC Representative Michael H. Wray was going to give the commencement address. He represented Halifax and Northampton Counties. President Griffin's Presidential Partnership Awards was going to go to Angel's Closet-Mr. Gilbert Protela, Congress G. K. Butterfield, Halifax County Economic Development Commission-Ms. Cathy Scott, Regeneration Development Group, Inc.-Ms. Phyllis Chavis.

Administrative Services

Financial Report: FY 12-13 State Expenditures through April 30, 2013-Ms. Debbie Smith, Director of Finance, overview to the Board of Trustees regarding the financial report on the State, County, and the Centre at HCC.

Institutional Advancement

President's Alumni and Friends Breakfast Invitation-Dr. Dianne Rhoades, Interim Vice President of Institutional Advancement, announced that the President's Alumni and Friends Breakfast had been scheduled for May 18th at 9 am in the Centre. The cost for a ticket is \$15.00.

Annual Golf Tournament-Dr. Dianne Rhoades, Interim Vice President of Institutional Advancement, announced the Annual Golf Tournament scheduled for Thursday, September 12, 2013.

Closed Session

Motion To Go Into Closed Session

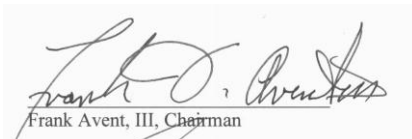
Chairman Avent asked for a motion to go into closed session to discuss confidential personnel matters. Trustee Baker made the motion to go into closed session to be informed of or to discuss a matter that is privileged or confidential pursuant to NCGS14331811A1 because the information falls under the Family Education Rights and Privacy Act, a federal law protecting student information under 20USC1232G. I further move that the board to go into a closed session to consider a personnel matter involving an officer or an employee of this Board. Trustee Solomon seconded the motion. The motion carried.

Motion To Go Into Open Session

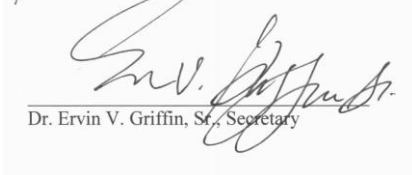
Trustee Baker made a motion to go back into open session. Trustee Felt seconded the motion. The motion carried.

Adjournment

Trustee Baker made the motion to adjourn the meeting. Trustee Felt seconded the motion. The motion carried. The meeting was adjourned at 12:10 pm.



Frank Avent, III, Chairman



Dr. Ervin V. Griffin, Sr., Secretary