



**Halifax Community College
Board of Trustees
Minutes
June 30, 2015**

Board of Trustees Present: Trustee Bernella W. DeLaMora, Chair
Trustee Michael Felt, Vice Chair
Trustee Donna Clements
Trustee Stanley Edwards
Trustee Rachel Hux
Trustee Marie Robinson
Trustee John Smith
Trustee Ruel Solomon
Trustee Sammy Webb

Board of Trustee Absent: Trustee James “Ray” Barmer, excused
Trustee Mary Mebane, excused
Trustee Bettie Cofield, excused
Trustee DeAntre’ Richardson, excused

Others Present: Dr. Ervin V. Griffin, Sr., President/CEO
Dr. Deryl Davis-Fulmer, Vice President of Academic Affairs
Dr. Dianne Barnes Rhoades, Vice President of Institutional Advancement and Executive Director of the HCC Foundation
Mr. Daniel Lovett, Director of Title III Programs
Dr. Barbara Hasty, Dean of Student Services and Enrollment Management
Ms. B. T. Brown, Dean of Curriculum Programs
Dr. Adriane Leché, Dean of Institutional Effectiveness, Planning, and Assessment
Dr. Warren Haynes, Dean of Workforce and Economic Development
Ms. Tara Keeter, Director of Financial Aid
Ms. Jenny Gray, Daily Herald Reporter
Ms. Alisha Hicks, Administrative Assistant
Ms. Kimberly Mack, Executive Assistant to the President
Mr. Hunter Taylor, School of Vocational and Industrial Chair

John Foriest, Director of Resource Development
Beth Gray-Robertson, Director of Distance Learning
Caroline Harris, Webmaster
Lisa Santiago, Dental Hygiene Instructor
Jason Shotwell, Welding Technical Instructor
Cynthia Walker, Lead Instructor in Childcare Center

Call to Order

Chair DeLaMora called the Halifax Community College Board of Trustees meeting to order on June 30, 2015 at 10:00 am in the conference room at Halifax Community College, 200 College Drive, Dr. Phillip W. Taylor Complex, Weldon, NC 27890.

Trustee Quorum

Chair DeLaMora stated that Trustee Barmer, Trustee Mebane, and Trustee Cofield were excused from today's meeting. A quorum was met.

Invocation

Trustee Smith gave the invocation.

Adoption of Agenda

Trustee Felt made the motion to adopt today's agenda. Trustee Edwards seconded the motion. The motion carried.

Award Presentation

NISOD Excellence Awards

President Griffin presented John Foriest, Beth Gray-Robertson, Caroline Harris, Dr. Andriane Leché, Lisa Santiago, Jason Shotwell, and Cynthia Walker with NISOD Excellence Awards and program booklets from the conference. This award is given to faculty, staff, and administrators who make a difference on their campuses.

President's Awards

President Griffin also presented B. T. Brown, Dean of Curriculum Programs, with the president's award for her 19 years of service. She was retiring and her last day was today. He also presented Hunter Taylor with the same award for 14 ½ years of service. He had taken another job at Chowan University. After the presentation, everyone wished them well.

Cannon Foundation Check Presentation

President Griffin stated to the Board of Trustees that HCC was awarded a \$100,000 grant to aid with our controls with for heating and cooling. A check was presented to the Board.

Ethics Statement

Chair DeLaMora read the ethics statement. There were not conflicts of interest.

Trustee Business

Consent Agenda

Chair DeLaMora asked if there was any discussion on the consent agenda items. There was no discussion. Trustee Edwards made the motion to approve the consent agenda with the approval of minutes from the May 19, 2015 Regular Board meeting, minutes from the June 8, 2015 called meeting, access fee increase, Relay for Life, Internal Audit/Accountability Plan Fall 2014 and Spring 2015. Trustee Robinson seconded the motion. The motion carried.

Committee Reports

Buildings and Grounds-No report

Finance-Presidential Compensation Review- Trustee Felt stated that the presidential compensation review will be discussed in closed session.

Personnel and Student Services-Bylaws-Trustee Edwards stated that there were bylaws to review that detailed excused absences and attendance via an electronic device. There was some discussion on the amendments. Trustee Edwards made the motion to delay voting on the bylaws until next month. Trustee Clements seconded the motion. The motion carried.

Academic-Ms. Hux asked that Dr. Fulmer give the report later in the meeting during the Academic Informational Items.

Chair Comments and Announcements

Nominating Committee-Chair DeLaMora appointed Trustee Clements, Trustee Cofield, and Trustee Smith to the nominating committee with Trustee Clements serving a chair. They will bring a report back in August on who the nominating committee recommends for chair, vice chair, and secretary.

Rachel Hux-Chair DeLaMora congratulated Ms. Hux on being re-appointed by the NC Governor to serve another term. Her new term begin July 1, 2015-June 30, 2019.

Passing of Former Employee-President Griffin inform the Board that Ms. Gloria Hendricks passed away. She was the accounts payable technician here for many years.

Results from the Board Survey and Retreat-Trustee Felt went over the results from the Board survey and retreat. The Board did complete a self-assessment.

Overall, the Board of Trustees gave themselves a 92% for their overall work and contribution.

President’s Comments

President Griffin provided an update in his president’s report. During his comments he discussed the NCWorks Career Pathways Roanoke Rapids Graded Schools District graduation. He spoke of how impressed he was with the student presentations that were given graduation. Dr. Griffin also announced that he was inducted into North Carolina Community Action Hall of Fame. HCC made the 2014 Higher Education Community Service Honor Roll presented by the President of the United States. It is our second time receiving this award. President Griffin also informed the Board that Turning Point Workforce Development Board approved HCC to receive \$183,145 for Adult/Dislocated Worker Program Integrated Service Delivery. In addition to the funding from Turning Point, HCC was awarded \$250,000 in Non-Competitive continuation funding for year 5 (fiscal year 2015) of the 2011-2016 grant cycle under Title III, Part A of the Higher Education Act of 1965, as amended, Predominantly Black Institutions formula program. President Griffin also shared a letter from Tony Brown, Halifax County Manager, stating the Halifax County Board of Commissioners adopted their budget on June 15, 2015. The Board of Commissioners appropriated \$1,116,364 for operating expenses and \$394,027 for capital outlay expenses for Halifax Community College. Lastly, he discussed the 2015 performance measures. Below is a chart from the given a summary of the performance measures.

2015 PERFORMANCE MEASURES for STUDENT SUCCESS

Met or Exceeded Goal Above College Avg, Below Goal Above Baseline, Below Avg Below Baseline	A. BASIC SKILLS PROGRESS	B. GED PASS RATE	C. DEV ENG SUBSEQ SUCCESS	D. DEV MATH SUBSEQ SUCCESS	E. YEAR ONE PROGRESS	F. CURR COMPLETION RATE	G. LICENSURE PASS RATE	H. TRANSFER PERFORM				
System Goal	51.2%	82.0%	74.9%	75.4%	74.6%	45.6%	91.7%	93.8%				
System Baseline	20.6%	49.3%	45.2%	47.5%	53.2%	28.6%	71.0%	71.2%				
Average College Percentage	45.3%	79.4%	62.4%	63.6%	67.1%	43.6%	83.3%	87.7%				
System Totals (All Students)	44.8%	78.2%	63.4%	63.4%	67.1%	42.9%	84.6%	88.3%				
Halifax CC	47.4%	48.1%	73.9%	50.0%	61.4%	48.4%	79.5%	88.0%	1	3	3	1

Additional Information is in the president’s report that is attached to the minutes as appendix A.

Informational Items

Academic Affairs

1. **Update on Default Prevention Management Plan**-Ms. Tara Keeter, Director of Financial Aid updated the Board of Trustees on the process of trying to get the loan default rate under 30.
2. **Center for Academic Excellence**-Dr. Fulmer, Vice President of Academic Affairs reported that the staff has proposed to rename the current tutorial area (SSC) the Center for Academic Excellence beginning fall 2015. The Center will offer tutoring, advising, and career counseling services under one roof. Personnel from the Academic Skills Center (ADVISING), Student Success Center (TUTORING) and the faculty from the developmental courses (DREC) will partner to increase retention and FTE, and to increase the interaction among student services personnel in an effort to expedite the pathway to graduation.
3. **Update from the Academic Committee meeting**-Dr. Fulmer mentioned that when the Academic Committee met, they discuss the nursing programs. HCC did lose 3 faculty members in the nursing program. Currently, HCC is recruiting to fill the positions. There were applications received in human resources and HCC is in the process of setting up interviews.

Administrative Services

1. **Financial Report: FY 14-15 State Expenditures through May 31, 2015**-President Griffin provided the financial report in the absence of Ms. Debra Smith, Vice President of Administrative Services.

Institutional Advancement

1. **Brick by Brick Campaign Update**-Dr. Dianne Barnes-Rhoades, Vice President of Institutional Advancement gave an update on the Brick By Brick Campaign. As of May June 19th, \$8,320 bricks were sold.
2. **Calendar of Events & Foundation Update**-Dr. Rhoades reminded everyone that the President's Alumni Breakfast will be June 30th.

Motion To Accept the President's Report-Trustee Felt made the motion to accept the President's Report. Trustee Smith seconded the motion. The motion carried.

Closed Session

Trustee Felt made the motion to go into closed session pursuant to NCGS 143-318.11 (a)(1) to discuss a confidential personnel matter pursuant to NCGS 115D-27. Trustee Edwards seconded the motion.

Trustee Edwards made the motion to come back into open session. Trustee Felt seconded the seconded the motion. The motion carried.

Once back into open session, Chair DeLaMora stated that in recognition of the President's Outstanding Performance Evaluation from the Halifax Community College Board of Trustees, we recommended that the Supplement portion of his salary package be increased by \$1,500 when and only when discretionary budget funds are available. The Board of Trustees was sensitive to the current demands on an already tight budget and wanted to be clear that this resolution in no way was intended to be funded UNTIL discretionary money was available in a future operating budget.

Adjournment

Trustee Felt made the motion to adjourn the meeting at 11:45 am. Trustee Robinson seconded the motion. The motion carried.



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



Bernella DeLaMora, Chair of the Board of Trustees

Appendix A