



**Halifax Community College  
Board of Trustees Regular Board Meeting  
October 29, 2013  
Minutes**

Board of Trustees Present:

- Trustee Bernella DeLaMora, Chair
- Trustee Michael Felt, Vice Chair
- Trustee James "Ray" Barmer
- Trustee Jay Baker
- Trustee Donna Clements
- Trustee Rachel Hux
- Trustee Mary Mebane
- Trustee Dominique Mills, SGA President
- Trustee Marie Robinson
- Trustee John Smith
- Trustee Lillie Solomon

Board of Trustees Absent:

- Trustee Bettie Cofield, excused

Others Present:

- Dr. Ervin V. Griffin, Sr., President
- Dr. Deryl Davis Fulmer, Vice President of Academic Affairs
- Debra Smith, Vice President of Administrative Services
- Dr. Dianne Rhoades, 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
- Daniel Lovett, Director of Title III Program an PRIDE Male Mentoring Program
- Melanie Temple, Public Relations and Marketing Director
- Della Rose, Roanoke Daily Herald Reporter

Sandra Weden, Faculty Senate Representative  
Kimberly Mack, Executive Assistant to the President  
Misty Nelson, Childcare Teacher  
Mary Johnson, Childcare Teacher  
Joshua Hall, Welding Instructor

### **Call to Order**

Bernella DeLaMora called the Halifax Community College Board of Trustee meeting to order at 10:00 am in the President's conference room at Halifax Community College, Dr. Phillip W. Taylor Complex, Weldon, NC 27890.

### **Invocation**

Trustee Smith gave the invocation.

### **Introductions**

Everyone present introduced themselves. Also, new employees were introduced to the Board.

### **Ethics Awareness & Conflict of Interest Reminder**

Chairman DeLaMora read the Ethics statement. There were not conflicts of interest.

### **Trustee Business**

#### **Consent Agenda**

Trustee Felt made the motion to accept the consent agenda, which included approval of minutes from the September 24, 2013, Northampton New Tech Early College High School, and Extended Holiday Leave.

#### **Committee Reports**

**Buildings and Grounds**-President Griffin mentioned that the trees were going to be moved, and more grass was going to be planted on campus. He thought it would be easier upkeep.

**Finance**-Trustee Baker stated that President Griffin did go before the County Commissioners, and the Commissioners did approve the additional funds.

**Personnel and Student Services**-Trustee Edwards stated that the committee met this morning and will have a recommendation during closed session.

**Academic Committee**-Trustee Solomon asked Dr. Fulmer, Vice President of Academic Affairs to give the report. She discussed the Northampton County New Tech Early College High School, Northampton Academy, and asked Ms. Squire from Northampton County to lead discussion on the Northampton County New Tech Early College High School.

### **Chairman Comments**

**Donor Luncheon**-Trustee DeLaMora commented on the touching comments given by students who received scholarships from HCC Foundation. She also read thank you notes from student scholarship recipients.

**ACCT Leadership Congress**-Trustee Robinson, Trustee Clements, Trustee Felt, and Trustee Edwards all discussed the ACCT Leadership Congress. Everyone learned a lot. Trustee Clements stated that she submitted a 23 page report to Dr. Griffin on the ACCT Leadership Congress. She also discussed the great contacts she made and were able to stay in touch through social media networks. Trustee Edwards mentioned how nice it was to be in the presence of billionaire, Bill Gates. Trustee Edwards also mentioned that President Griffin, Trustee Felt, and himself presented a workshop on "if community college undergo adversity, how do you overcome it." Trustee Solomon stated how important it is for all trustees to attend conferences, because so much is learned.

**Trustee Robert Knight passing**-Chairman DeLaMora announced to everyone that former Trustee Robert Knight passed. A copy of his obituary was in your folders.

### **President's Report**

**HCC Ranking, 12<sup>th</sup> in the county, from Washington Monthly**-President Griffin shared with everyone the HCC ranking from National Monthly.

**RVEC**-RVEC is ranked among the top 10 for working with student performance with 86.7%. The ranking are done by individuals that are not local.

**Board of Commissioners**-President Griffin thanked everyone for their support and guidance when going before the Board of Commissioners asking for \$147,499. He also thanked Trustee Hux for her support, even though there were limited resources. HCC met with commissioners last week. They responded positively to help HCC get rid of the mold problem. Again, on behalf of the students, faculty, staff, administration, and Board of Trustees, HCC thanked Trustee Hux, who is also a Halifax County Commissioner and all other commissioners.

**Community Grant Base Initiative**-President Griffin stated that HCC is working to increase work base initiative. Also, working with Halifax County Government employees on this project was great. He appreciated working with County officials. They work directly with HCC to determine exactly what companies needed. Mr. Lovett also worked with Northampton County too. He gave a quick update that he is working with the Northampton County manager. It is proposing setting up a small business center in the county, and beginning an academy to prepare students for work. Also requested that HCC worked with NC Car and using an area to train automotive at NC CAR.

**Roanoke Salem Roanoke Development Corporation**-Roanoke Salem Community Development Corporation had a grant from the Department of Commerce to teach Culinary Arts. To date more than 20 students have graduated. Also, the students were trained in serve safe, CRC, HRD, practical training in the food service industry. Each day, their is on the job training with culinary arts students cooking and serving from 12:00 pm to 2:00 pm.

**Enrollment Update** –President Griffin announced that enrollment is 1388. Thirty-one are new students for mini semester.

**HCC Wireless Networks**-Caroline Harris, Webmaster for HCC, gave and high level overview of the HCC wireless networks. She gave statistics on both the open student network and the private enterprise network from the Meraki dashboard.

**Thank You from Trustee Solomon**-Trustee Solomon thanked everyone for their concern, prayers, and visits while she was sick. She also thanked Dr. Griffin for the beautiful floral arrangements.

**Approval of Report**-Trustee Solomon made the motion to accept the report. Trustee Barmer seconded the motion. The motion carried.

### Informational Items

#### Academic Affairs

1. **NC Back-to-Work Program**-Dr. Deryl Davis-Fulmer, Vice President of Academic Affairs, reported to the Board that through a \$120,000 grant from the North Carolina Community College System, HCC were to provide more than 100 qualified citizens with targeted, short-term training. Training categories were to include: manufacturing, construction trades, transportation, and BioAg/natural resources. A career aptitude assessment, the Center Readiness Certification and the Human Resources Development Certifications were to be required of all participants. The program was to begin in January 2014 and completed by June.
2. **Program Review**-Dr. Fulmer also mentioned that the program review committee met last week. The program review will be ready in January 2014 to Dr. Griffin.
3. **Approval of Report**-Trustee Felt made the motion to approve the report. Trustee Mebane seconded the motion. The motion carried.

#### Administrative Services

1. **Financial Report: FY 13-14 State Expenditures through October 31, 2013**-Ms. Debbie Smith, Vice President of Administrative Services, presented to the Board of Trustees the financial report regarding State, County, and the Centre at HCC.

2. **Approval of Report**-Trustee Felt made the motion to accept the report. Trustee Robinson seconded the motion. The motion carried.

### **Institutional Advancement**

1. **Young People's Series: Jigsaw Jones**- Dr. Dianne Rhoades, Vice President of Institutional Advancement, gave an update on the Jigsaw Jones. There were 822 students attended from the area schools systems. It was a great way to expose the area youth to theatre without driving out of area.
2. **Roanoke Valley United Way**-Dr. Rhoades stated that HCC had begun its United Way Campaign. The Roanoke Valley United Way goal is \$95,000.
3. **The North Carolina Symphony**-Dr. Rhoades announced that the North Carolina Symphony was returning to the Roanoke Valley on Tuesday, December 17<sup>th</sup> at the Centre at 7:30 pm. President Griffin has donated a ticket to each Board member.
4. **2013 American Indian Month Celebration**-Dr. Rhoades stated that the 2013 American Indian Month Celebration was scheduled for November 5<sup>th</sup> in the Centre at 10:00 am. She encouraged everyone to attend.
5. **Halifax Community College Foundation Scholarship Luncheon**—Dr. Rhoades stated that the HCC foundation, Inc. held its annual scholarship luncheon on October 24, 2013 at 11:30 am in the Centre. All donors and scholarships recipients were invited. A total of 145 scholarships, totaling \$106,686 were distributed to 98 students.
6. **Approval of Report**-Trustee Solomon made the motion to accept the report. Trustee Robinson seconded the motion. The motion carried.

### **SGA Report**

Dominique Mills, SGA President gave an SGA update. Trustee Felt made the motion to accept the 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 Baker made the motion to go to of closed session. Trustee Felt seconded the motion. Chairman DeLaMora announced that the purpose of closed session was to review applicants as an attorney. Trustee Felt made the motion to accept the proposal from Attorney Gilbert W. Chichester to provide legal counsel to Halifax Community College, and further charge the Board Chair with signing the contract on behalf of the College. Trustee Mebane seconded the motion. The motion carried.

**Adjournment**

Trustee Solomon made the motion to adjourn. Trustee Felt seconded the motion. The motion carried. The meeting adjourned at 11:32 am.

DRAFT