



**Halifax Community College  
Board of Trustees Regular Board Meeting  
November 19, 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 Bettie Cofield  
Trustee Stanley Edwards  
Trustee Rachel Hux  
Trustee Mary Mebane  
Trustee Dominique Mills, SGA President  
Trustee Marie Robinson  
Trustee John Smith

Board of Trustees Absent: Trustee Lillie Solomon, 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  
Dr. Vera Palmer, Dean of Workforce Development and  
Continuing Education

Della Rose, Roanoke Daily Herald Reporter  
Kimberly Mack, Executive Assistant to the President

### **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.

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

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

### **Trustee Business**

#### **Consent Agenda**

Trustee Smith made the motion to approve the consent agenda, which included approval of minutes from the October 29, 2013 with corrections, approval of agenda, internal audit/accountability plan's classroom visitation report, and 2015-2016 Academic and Administrative calendars.

#### **Committee Reports**

**Buildings and Grounds-** Trustee Hux updated the Board of Trustees with the work planned for the groups. Five trees that were diseased were scheduled to be removed.

**Finance-**No Report

**Personnel and Student Services-** Trustee Edwards reported that the personnel and student services committee met prior to the Board of Trustee meeting. The committee was reviewing president's evaluation for revising.

**Academic Committee-**No Report

#### **Chairman Comments**

**Plaque-**Chairman DeLaMora showed everyone the plaque that Halifax Community College received for ranking 12th in the nation by Washington Monthly.

**American Indian Heritage month-**Trustee DeLaMora read the proclamation signed by Gov. McCrory recognizing American Indian Heritage month. (Attachment A-proclamation from the Governor)

### **President's Report**

**Golden Leaf Foundation**-President Griffin mentioned that HCC is working with the counties in our service areas (Halifax and Northampton Counties) in submitting grant proposals to the Golden Leaf Foundation, and we were moved to the next phase in our grant writing endeavor in both counties. The projects in the proposal for Halifax County was community-based grants making initiative, upgrade HCC's industrial training program, and green, renewable, and sustainable energy project. In Northampton County, the proposal projects were established the Northampton Industrial Capacity Enhancement zone and a Halifax Community College partnership. HCC will support the Northampton Industrial Capacity Enhancement Zone by providing training in 5 targeted programs in automotive technology, diesel engine repair, medium/heavy truck technicians, welding, and commercial electricity. Dan Lovett and Larry Crisafulli were the leaders in both of these initiatives.

**Speaking Engagements**-President Griffin announced that he served as keynote speaker at the **Roanoke Valley Adult Day Care** fundraiser. He also received a \$250.00 donation to the Presidential Discretionary Fund from the Alliance for Excellence (Central Va. CC; Patrick Henry CC; Danville CC; Virginia Western CC) for serving as their Keynote speaker at the male mentoring conference. The president of the SGA Dominique Mills and Dr. Griffin were also featured in a television interview from WSET in Lynchburg.

**Charity Ball**-Dr. Griffin mentioned that HCC had for the first time, a Charity Ball. It was very well received and had good attendance.

**2013 Performance Measures**-President Griffin presented to everyone the 2013 Performance Measures. HCC was going to serve as Mentor College for measures G – Licensure passing rate and collaborate with a peer-mentor college to improve our performance on Measure H – Transfer performance.

- HCC was above the base line and the 58 college average. HCC was approaching the Goal of 51% for the system also. This measure was not a performance funding component in this year's budget.
- GED Diploma Passing Rate-HCC did well above the baseline and has some work to do to meet the 58 college average and the overall systems goal. This measure was not a performance funding component this year.
- Developmental Student Success Rate in College Level English Courses-This was the percentage of previous developmental English/reading students who successfully completed a credit English Course with a grade of "P", "C" or better upon their first attempt. HCC continued to improve. At 66%, HCC was 9 points below the goal for the system. This measure was a performance funding component in this year's budget.
- Developmental Student Success Rate in College Level Math Courses-This was the percentage of previous developmental English/reading students who successfully completed a credit Math Course with a grade of "C" or better upon their first attempt.

As you can see HCC is above the baseline and at the 58 college average. Math was one of the gatekeeping courses, and HCC made dramatic progress in trying to meet the 75% goal. This measure was a performance funding component in this year's budget.

- First Year Progression-Percentage of the first-time fall credential seeking students who attempted at least twelve hours within their first academic year, and successfully completed ("P", "C", or better) at least twelve of those hours. HCC was above the baseline but below the 58 college average. HCC was revamping the advising program, paying closer attention to the retention practices at the institution, making these data part of the evaluation of the strategic plan passed last year, and kept the total institution informed. This measure was a performance funding component in this year's budget.
- Curriculum Student Completion-Percentage of first-time fall credential seeking students who graduated, transferred, or was still enrolled with 36 hours after six years. HCC had increased the curriculum completion percentage to well above the baseline and approaching the 58 college average of 42%. HCC was also in range of meeting the systems goal of 46% in the next few years. This measure was a performance funding component in this year's budget.
- Licensure and Certification Pass Rate-This was the aggregate institutional passing rate of first-time takers on licensure and certification exams. Exams included in this measure are state mandated exams which candidates must pass before becoming active practitioners. HCC made dramatic strides in this area, and that is why we are going to be a mentor college. HCC were at 86% and was above the 58 college average and above the base line. There were some challenges in the Basic Law Enforcement Training program. This measure was a performance funding component in this year's budget.
- College Transfer Performance-HCC was above the baseline in previous years but was currently at the baseline and well below the 58 college average and the system wide goals. HCC were hopeful that the current study on articulation with the UNC system will help our students stay until they at least complete a certificate of 30 hours, better advising on the transfer procedures, and better information to our faculty and staff that it does matter when and what courses a student should complete before considering transferring to a 4 year institution. This measure was a performance funding component in this year's budget.

Overall, HCC was doing pretty well. President Griffin also stated that he was looking forward to continuing this conversation with the board on the data driven results and the strategies to improve our performance in the future.

**Update from Roanoke Valley Early College**-Mr. Thomas Bracy, Early College Liaison gave an update on the Roanoke Valley Early College. He informed the board that the current enrollment was 183. The first graduation class was going to be May 23, 2014. Many students had already received acceptance letters to 4-year colleges and universities, which included scholarships. Several of the students received HCC honors and awards, including Phi Theta Kappa members, the president's list, and dean's list. RVEC did receive state ranking of #6 for

academic achievement of low income students. Also, RVEC received the 2013-14 Blue Key Award for the growth and continued support of the PTA.

### **Approval of Report**

Trustee Felt made the motion to approve the President's report and include it in the official meeting minutes. Trustee Mebane seconded the motion. The motion carried.

### **Informational Items**

#### **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.

#### **Institutional Advancement**

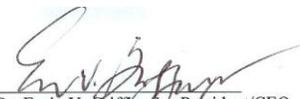
1. Halifax Community College Campus foundation 2013 Fund Drive-Dr. Dianne Rhoades, Vice President of Institutional Advancement gave an update on the 2013 Fund Drive. She also encouraged everyone to donate.

### **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.

### **Adjournment**

Trustee Felt made the motion to adjourn. Trustee Baker seconded the motion. The motion carried.



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



Bernella DeLaMora, Chair of the Board of Trustees