



**Halifax Community College  
Board of Trustees Spring Retreat  
April 24, 2007  
Medoc Mountain State Park  
Hollister, NC 9:00 a.m.**

**Members Present:** Lillie J. Solomon  
Stanley Edwards  
Howard Bethany, SGA  
Rachel Hux  
Robert Knight  
Cary Whitaker  
Jay Baker  
Roger Dalton

**Absent Members:** Helen Brown  
Bernella DeLaMora  
Frank Avent  
Jack Boseman

**Others Present:** Dr. Ervin V. Griffin, Sr., President  
Dr. Narcisa A. Polonio, Retreat Facilitator  
Deborah Armstrong, Interim VP of Administrative Services  
Jennifer Welch-Jones, Administrative Assistant

**Call to order**

Chairman Edwards called the meeting to order at 9:05 a.m. and Trustee Robert Knight gave the invocation.

Chairman Stanley Edwards asked if the board knew of any actual conflict of interest or appearance of a conflict of interest which exists with regard to any matter coming before them. The trustees stated that there were no conflicts of interest.

## **Trustee Business**

### **Approval of Minutes**

Chairman Stanley Edwards asked if there were any concerns with the March 27, 2007 regular board meeting minutes. Trustees Lillie Solomon made a motion to approve the minutes from the March 27, 2007 regular board meeting and Trustee Roger Dalton seconded the motion. The motion was carried.

Trustee Lillie Solomon made a motion to approve the minutes from the April 4, 2007 Called Meeting. Trustee Cary Whitaker seconded the motion and the motion was carried.

### **Appointment of Nominating Committee**

Chairman Stanley Edwards appointed Trustees Frank Avent, Robert Knight, and Helen Brown to serve on the nominating committee. Chairman Stanley Edwards asked that the committee members have a report to submit during the June regular board meeting.

### **Appointment of Parliamentarian**

Chairman Stanley Edwards asked that Trustee Cary Whitaker reside as the board's parliamentarian and Trustee Cary Whitaker agreed to do so.

### **President's Report**

Dr. Griffin presented a report to each board member as it relates to the state and county budget, along with other pertinent information. Dr. Griffin shared a letter from three legislators as it relates to a \$300,000 cost for the public access road. He announced that there will be a meeting held May 1, 2007 at 7:00 p.m. at the Weldon Town Hall to discuss the proposal of the public access road.

Dr. Larry Keen, NCCCS Vice President for Economic and Workforce Development, along with Dr. Griffin, visited two local industries, PCB Electronics and AirBoss. Dr. Keen expressed how pleased he was to see industries moving from the larger cities to Halifax County.

Dr. Griffin announced that the 2007 Halifax Community College Commencement Service would take place on Saturday, May 12, 2007 at 10:00 a.m. with 448 students graduating. He also announced that the Nurse's Pinning Ceremony would take place that same day at 2:00 p.m.

Dr. Griffin explained that he met with the Weldon Chief of Police and his Lieutenant, to discuss campus safety. Interim Vice President Deborah Armstrong explained the contents of the Connect Ed Program for Safety Measures. Dr. Griffin stated that with a security officer retiring, it may be possible to hire a police officer who would be stationed on campus to work directly with the local police department.

### **Action Items**

The termination of the E-Commerce Concentration within the Business Administration program was recommended by the Curriculum Committee due to low enrollment and a lack of employment opportunities. Trustee Solomon made a motion to terminate the E-Commerce Concentration in Business Administration program beginning fall of 2008 and Trustee Hux seconded the motion. The motion was carried.

The termination of the Associate in Fine Arts (Music) program was recommended by the Curriculum Committee due to the lack of suitability for our college. Trustee Jay Baker made a motion to terminate the Associate in Fine Arts (Music) program beginning fall of 2008 and Trustee Roger Dalton seconded the motion. The motion was carried.

### **Financial Report**

Interim Vice President Deborah Armstrong presented State and Local financial updates for review. She stated that she submitted both proposals to Halifax and Northampton County asking for additional appropriations for an additional maintenance worker.

### **Announcements**

Chairman Edwards had no additional announcements.

Trustee Lillie Solomon made a motion to adjourn the meeting and Trustee Rachel Hux seconded the motion. The motion was carried.

The meeting adjourned at 9:45 a.m.

**Board Retreat: 11:00 a.m. – 4:00 p.m.**

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Dr. Stanley Edwards, Chairman

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Dr. Ervin V. Griffin, Sr., Secretary