



Halifax Community College
Board of Trustees
Board Meeting
April 26, 2011
Administration Board Room

Members Present:

Frank Avent III, Chairman
Frederick Webb, Jr., Vice Chair
Dr. Stanley Edwards
Jay Baker
Jack Boseman
David Cairns
Lillie Solomon
Rachel Hux
Bettie G. Cofield
Rev. Robert Knight
Reggie Baird
China Wade, SGA

Members Absent:

Bernella DeLaMora

Others Present:

Dr. Ervin Griffin, Sr., President
Dr. Erica Holmes, Vice President Academic Affairs
Deborah Armstrong, Vice President Administrative Services
Tom Schwartz, Vice President of Institutional Advancement
Vera Palmer, Dean of Con. Ed./Community Services
Barbara Bradley-Hasty, Dean of Student Services
Hilda J. Hawkins, Executive Assistant to the President
Dr. Harriet Morrison, Dean of Curriculum Programs
Dr. Edwin Imasuen, Director of Institutional Research
Mitchell Robinson, Associate VP Administrative Services
Melanie Temple, PIO Officer

Call to Order

Chairman Avent called the meeting to order at 10:00 a.m. President Griffin checked the attendance of the Board of Trustees and Rev. Robert Knight delivered the invocation.

Introduction of Visitors

Ethics Statement

Chairman Avent read the Ethics Statement. There was no indication of members having an actual conflict of interest or appearance of a conflict of interest which exists with regard to any matter.

Trustee Business

Approval of Agenda

Trustee Jay Baker made a motion to approve the April 26, 2011 Board of Trustee's meeting agenda and Trustee Rachel Hux seconded the motion. The motion was carried.

Approval of Minutes

Trustee David Cairns made a motion to approve the April 26, 2011 Board of Trustees meeting minutes and Trustee Jay Baker seconded the motion and the motion was carried.

Committee Reports

Trustee Jackson Boseman gave a report from the Building and Grounds Committee. Dr. Griffin and Deborah Armstrong are asking the Board to approve Pest Control Treatment for Building 200. Dotson and Pest Control was the lowest bidder. Trustee Jackson Boseman made a motion to approve the Pest Control Treatment to be done in Building 200 and Trustee Lillie Solomon seconded the motion. The motion was carried.

There were no other committee reports.

Announcements

Chairman Avent gave an overview of Updates on the By Laws Articles III. Chairman Avent made the appointment of Trustee Jay Baker, Trustee Lillie L. Solomon, and SGA President, China Wade. Chairman Avent also asked the Personnel Committee to get Dr. Ervin V. Griffin, Sr., evaluation done by the May 2011 Board of Trustee Meeting.

President's Report

Dr. Griffin thanked the Board of Trustees for their continued guidance and support. Dr. Griffin stated that even though the College had fiscal and other challenges, we have persevered to carry out the mission and goals of our College with excellence. Dr. Griffin wanted to give the Board of Trustees an update on a few items. They include the following:

HCCs 44th Annual Graduation

Dr. Griffin noted to the Trustees the 44th annual graduation of Halifax Community College will take place on May 14, 2011 at 10:00 a.m. in the Centre. This year HCC will have 468 graduates for the 2010-11 academic year.

Presidential Partnership Awards

The College annually awards the Presidential Partnership Awards to our partners who help HCC carry out its mission and goals. This year honorees are North Carolina Mission of Mercy (MOMS) \$225,000; Branch Banking & Trust (BB&T) \$50,000 OVER 5 YEAR PERIOD; Southern Bank \$10,000 over a 4 year period; First Citizens Bank, \$10,000 over a 4 year period; Mr. Marshall Grant (Libby Grant Scholarship) (\$55,000 from stock sale).

Distinguished Service Awards 2011

The distinguished service award was held on Thursday, April 21, 2011. Trustee Avent and Cofield attended the ceremonies in the Centre.

Health and Safety System

Dr. Griffin stated to the Board that Halifax Community College has continuously upgraded its campus safety and security system. The College's next area for improvement will be the area of campus surveillance. Dr. Griffin gave an overview of the installation of surveillance systems for the College.

Budget Update

Dr. Griffin gave an overview of the budgetary process for 2011-13.

North Carolina Community Excellence Award

Dr. Griffin informed the Board that fifteen HCC Representatives along with HCC Excellence Award winner, Brian Dorn and his wife attended the Award Ceremony in Raleigh.

American Red Cross Challenge

Dr. Griffin announced that Cindy Collins and the Women of Excellence lead this year's American Red Cross Challenge between colleges in our region. He also stated that because of their efforts, HCC was the leading fundraiser with the group amount of \$1,623.00, and the College will keep the trophy for one year.

Trustee Reggie Baird made a motion to approve the April 26, 2011 President's report. Trustee Jay Baker seconded the motion and the motion was carried

Action Items

Approval of the Implementation of 4-day Workweek for Summer Session

The HCC Board of Trustees was asked to approve the implementation of a 4-day Workweek for the Summer Session by Deborah Armstrong.

Trustee William Boseman made a motion to approve the implementation of a 4-day Workweek for the Summer Session. Trustee Robert Knight seconded the motion and the motion was carried.

Informational Items

Academic Affairs

Pinning of Nursing Class

Dr. Holmes announced that the HCC Pinning of Nursing Class will be on May 12, 2011 at 6:00 p.m. at the Centre. She also announced that graduation of BLET Academy would be on May 18, 2011 at 7:00 p.m. in Room 401A.

Upper Coastal Plains Grant

Dr. Holmes announced to the Board of Trustees that the College was awarded a \$5,000 Professional Development Grant from Upper Coastal Plains.

Administrative Services

Financial Update

Vice President Deborah Armstrong answered all inquiries regarding the Monthly Financial Report.

Institutional Advancement

SGA

China Wade gave an overview of the events that the SGA had been involved in.

Closed Session

Trustee Jackson Boseman made a motion to adjourn the April 26, 2011 board meeting and Trustee Lillie Solomon seconded the motion. The motion was carried. The meeting was adjourned 11:30 a.m.

Frank Avent, III, Chairman

Dr. Ervin V. Griffin, Sr., Secretary