



Dr. Ervin V. Griffin, Sr. – President/CEO
Executive Report
Halifax Community College Board of Trustees
June 28, 2011

My report will be succinct and divided into the following sections in accordance with NCAC 02C.0209. The sections will include activities in the following areas:

- ❖ General Administration
- ❖ Relationships including:
 - Internal relationships with faculty, staff, students, and trustees; and,
 - External relationships with business and industry, the media, governmental bodies, and the general public
- ❖ Personal Attributes
- ❖ Personnel Administration
- ❖ Fiscal and Facilities Administration
- ❖ Academic Administration

During the month of April, Dr. Griffin attended/ participated or was represented in the following meetings.

- May 19, 2011 – NCACCP Executive Call in Meeting
- May 23, 2011 – Roanoke River Basin Bi-State Commission Meeting
Interviews for Director of Counseling with Tarmara Gray, Rhonda Roscoe, and Teresa Mayle
- May 24, 2011 – HCC Board of Trustees Meeting
Business Education Partnership with Chamber of Commerce along with Deborah Armstrong
Director of Counseling interview with Wanda Abbott
- May 25, 2011 BLET Program Meeting
Director of Counseling interview with Wanda Hunter
- May 26, 2011 - Academic Training Leadership Institute
Wes Terry Meeting
Roanoke Valley Chamber of Commerce Reception
- May 27, 2011 - Academic Training Leadership Institute
Weldon Home Town Reunion

May 28, 2011 - Weldon Home Town Scholarship Banquet
May 31, 2011 - KCC/HCC FIPSE Conference Call
June 6, 2011 - JoAnne Jolly and Tom Schwartz Meeting
Dr. Leann Disla and Leonardo Williams Meeting

General Administration

CNA Graduates honored at HCC Pinning Ceremony

The CNAI Class of 2011 graduates included Caretnia Evette Bellamy, Gleniesha Joy Clark, Kenneth A. Josey, Raphyelle Lloyd, Lorsey Lavon Newsome, Kimberly Ann Smith, Shulonta Rena Smith and Felicia Tillery-Allen.

Program participants included Palmer, Avent and Mills along with Jean Mills, HCC Nurse Aide Instructor Donna Kinard, RN, Michelle Goddard, and Regeneration Development Group Director Phyllis Chavis.



HCC hosts Community Outreach Night in Lincoln Heights, May 23



Halifax Community College held a Community Outreach Night, May 23 at Lincoln Heights Church of God. Above, Lincoln Heights Community Development Coalition, Inc. Executive Director Florine Bell addresses the audience.

Foundation/Marketing

- **Foundation Fund Raising:** Overall Foundation fund raising as of 6/22/2011
*So far raised \$153,936.46 in gifts and pledges
161.10% of 2010 annual total (\$95,553.80)*
- **Public Information Office** released written and distributed: 15; 7 Photo sessions; and 19 G-mails sent and follow-ups
- Worked with state secretary's office to coordinate visit to campus
- **Print Shop** completed 58 print job requests.
- **Freedom to Learn Initiative conducted 2** new participant orientations and mailed out 5 acceptance/orientation letters
- **Mentoring program** communicated with **25** mentors and **23** mentees, received **12** Mentor Monthly Feedback Reports online, and sponsored 9 RAP Sessions.

Relationships (Internal and External)

To maintain good communication internally, ensuring a wholesome institutional climate, and maintaining them externally

Internal/External Relationships

Roanoke Electric Cooperative donates book to HCC Library



Roanoke Electric Cooperative District 2 Director Delores Amason, left, recently presented Halifax Community College Learning Resources Center Director Mary Gail Cooper with a book titled, "Local Lights: America's Electric Cooperatives." The book displays a history of how co-ops started and have evolved, and it highlights the seven principles guiding today's co-ops. Copies of the book will also be distributed to other local libraries in the area. The project was made possible by the National Rural Electric Cooperative Association.

Dr. Griffin is active with the following Boards and Organizations:

- Halifax Horizons Workforce Development Board
- Halifax County Educational Facilities Capital Improvement Planning Committee
- American Association of Community Colleges – Commission on Marketing & Communications
- Area Health Education Centers Regional Advisory Board

- Roanoke Rapids Mill Community Advisory Council
- National Advisory Council of the American Student Association of Community Colleges
- Halifax County Economic Development Commission
- Roanoke Rapids Rotary Club 2010 President
- Choanoke Area Development Association (CADA) Board of Directors
- Southern Association of Colleges Reaffirmation Team
- Roanoke Valley Chamber of Commerce Board of Directors (Ex-Officiate)
- Roanoke Rapids Theatre Taskforce Committee
- North Carolina State Community College Leadership Advisory Committee
- NCCCS Presidential Committee

Personal Attributes

Includes communication skills, people-oriented skills, moral character, and personal Characteristics

Personnel Administration

Includes the president's ability to recommend qualified individuals, follow personnel policies and procedures, evaluate staff performance, and provide opportunities for staff development and accessibility to staff

Fiscal and Facilities Administration

Includes campus maintenance, budget development process, budget control, resource development program, foundations, facilities master plan, and an institutional budget that reflects the goals and objectives of the institution

- Attended HCC / RVEC budget meeting on May 17, 2011 . *(Deborah Armstrong, Marie Daniel-Sivels)*
- Attended NCSU Energy Manager Kickoff Meeting on May 24, 2011. Topic – State Energy Office has assigned Energy Managers to work with all 58 community colleges to conserve energy or cut costs. *(Tina Curry, Deborah Armstrong, Ray Hester)*
- Attended workshop “Characteristics of Effective Leaders” on May 26, 2011. *(Tina Curry, Patricia Gonshor, Delois Mercer, Ethel Edwards, Laura Cobb, Marie Daniel-Sivels, Deborah Armstrong, Doris Garner, Howard Bethany, Vicki Collier, Jerry Thompson, Shawn Rudd, Caroline Harris, Ricky Collier)*
- Attended FIPSE Conference Call on June 6, 2011. *(Deborah Armstrong)*
- Met with Melba Sander, National Council of Aging, to discuss program and participants on June 8, 2011. *(Deborah Armstrong, Ray Hester)*
- Attended CF-Prep for Year End Closeout webinar on June 8, 2011. *(Marie Daniel-Sivels)*
- Attended meeting with B. T. Brown, Vera Palmer, and Hunter Taylor to discuss prison programs on June 9, 2011. *(Deborah Armstrong, Mitchell Robinson)*

Academic Administration

Includes educational programs that are relevant to community, student, and business and industry needs

- Dr. Holmes attended the Disaster Recovery Walkthrough in Executive Boardroom on May 3, 2011.
- Dr. Holmes reviewed Allied Health Folders on May 4, 2011.
- Dr. Holmes attended Halifax Community College graduation on May 14, 2011.
- Dr. Holmes attended Education Tour. Speaker was Secretary Carey on May 18, 2011.
- Dr. Holmes attended BLET Graduation Ceremony on May 18, 2011.

HCC's BLET Academy graduates 40th class



Basic Law Enforcement Training cadets graduated from HCC's 40th Academy, May 18. Pictured, front row from left, Cadet William Lewter, Cadet Clifton Whitby, Cadet Desty Heikens, Cadet Jeff Davis, Cadet Andrew Belgreat; back row, Cadet Justin Peoples, Deputy David Brown, Cadet Justin Harris and Cadet Monte Arrington.

- Dr. Holmes conducted a meeting with wardens of Tillery and Caldonia Prisons on May 24, 2011 in reference to 2011-2012 budgets.
- Dr. Holmes conducted a meeting with law enforcement officers in the area to discuss Halifax Community College BLET Program on May 25, 2011.
- Dr. Holmes attended the Community Outreach in Lincoln Heights & in Littleton during the month of May.

HCC GED graduates earn credentials



The General Educational Development (GED) Program at HCC has graduated 91 students this year. Pictured are, front row from left, Literacy Education Director Tamba O. Thompson, Dasmond Plum, Literacy Recruitment/Retention Specialist Therman Taylor, Literacy/Recruitment/Human Resources Development Coordinator Tiffany Hale, Literacy Skills Specialist George Holley and Instructor Johnny Tripp; second row, Alexander Ezell, Rakillya Wiggins, Dawn Carroll, Ashley Clemmons, HCC President Dr. Ervin V. Griffin Sr., Brandy Holmes-Littleton, Dean of Continuing Education & Community Services Vera J. Palmer, and Literacy Skills Specialist Brenda Cousins; third row, Latricia Randolph, Donnesha Gales, Jasmine Bell, Carla Whitaker, Veronica Holcomb, Jessica White and Thomas Love; top row, Undray Phillips, Damian King, Brian Harrell, Thorvald Jones, Justus Boyd, Charlie Wells and Derek Garriss.

- On May 5, the School of Business led by Department Chair, Mr. Lateef Balogun, held a community outreach program on the campus of the Weldon Stem School. All of the programs under the School of Business were represented as each Department Head gave presentations about their curriculums. The outreach was presented in two separate sessions of about 25-30 students ranging from grades 9-12 (With over 25 students in attendance). Students had an opportunity to ask questions and learn more about the individual programs at the end of each session as they walked around the room visiting different departments.
- Early Childhood Education and Human Service Technologies beginning work on fall program reviews.
- Criminal Justice department had 7 students to graduate
- The 40th. BLET academy class graduated on 18 May, 2011
- The Spring Plant Sale collected approximately \$ 13,500 in revenue (a few collections and payments not yet completed).
- Department heads attended HCC Leadership Training.
- The amount of funds collected from clients in Cosmetology salon \$1031.
- Human service Department head assigned all co-op students to placements to start first week we are back in school.
- IE reports were completed for all programs.
- Prison programs: A memo was sent by the Department of Corrections indicating that they will no longer fund any curriculum program we offer other than Food Service Technology. The other four programs, Plumbing (2), Electrical, and Masonry, can be taught, but will have to be taught as continuing education programs. We continue to await developing information on how this will impact our school and the instructors in those programs.

- Dr. Julie P. Dilday has begun workgroups with student services staff and CIRCLE Faculty to improve student services initiative. (May-June).
- John Foriest, JobLink Case Manager, completed his request for proposal (RFP) for fiscal year 2011-2012 for Adult Case Management services for Halifax and Northampton County residents. The Turning Point JobLink Committee met on June 7, 2011 to review the proposals and make recommendations for funding.
- Director of Admission and Recruitment Services visited Northwest Halifax High School (May 10, 2011) during its lunch hour to talk to students about HCC. The DARS also talked with the School Counselors in order to acquire a list of students interested in HCC. The DARS attended Senior Signing Day and gave large HCC pennants to School Counselors to hang in office area.
- We again had a 100 percent pass rate on the General Instructor Certification exam with the minimum passing score being 75 percent. Our top performing student scored 95 percent. The course was 81 hours in length and each student was also required to write a lesson plan and give an eighty minute presentation on an approved topic. The students participating in the class represented Local Police, Sheriff's Offices, NC Highway Patrol, and E-911 Communications.
- Our GREAT training staff received high marks from the NC Department of Correction Prison Emergency Response Team (PERT) Commander for the exceptional quality of training that has been offered through Halifax Community College over the past few months. Training exercises conducted were Escape Procedures, Combat Shooting, Situational Shooting and Use of Force Legal Issues. The Commander said techniques learned during the training were instrumental in the Team's successful and safe operations when activated in recent real events such as officer shootings and prison escapes.

Student Government Association

Reflecting Back on School Year 2010-11



Halifax Community College held new student orientation sessions on Aug. 12 in The Centre. The sessions gave students an opportunity to hear from college administration, faculty, staff and returning students, and to explore the campus. According to HCC President, Dr. Ervin V. Griffin Sr., the college is on track to have record-breaking enrollment this year.

HCC President, Dr. Ervin V. Griffin Sr. welcomes students



Pictured for the check presentation: HCC President, Dr. Ervin V. Griffin Sr., BB&T Area Executive and Vice President Mike Nowell and BB&T Regional President Steve Medlin



Director of BriteSmilz Family & Community Connections, LLC, Evelyn S. Dawson recently presented a gift to the Damian S. Hawkins Memorial Scholarship. Pictured are from left, HCC President, Dr. Ervin V. Griffin Sr., Dawson and HCC Board of Trustees Chair Frank V. Avent III



Halifax Community College held a Founders Day Ceremony Sept. 8 in The Centre. Congressman G.K. Butterfield was the keynote speaker. Pictured are award honorees, front row from left, Dr. Elton L. Newbern Jr., Eloise Hardee, Mary Hatchell, Dallas H. Jones, Evelyn Dawson and Butterfield; second row from left, Don Beaver, Michael Cousins, Donna Penley accepting on behalf of her daughter Katie Penley, and HCC President, Dr. Ervin V. Griffin Sr.

HCC board presents award to Brown



The HCC Board of Trustees recently presented a plaque expressing appreciation to former trustee Helen Brown for her service to the college. Pictured are from left, Brown's husband, Dock Brown, Trustee Chair Frank V. Avent III, Helen Brown and HCC President Dr. Ervin V. Griffin, Sr.

HCC hosts third annual American Indian Heritage Month Celebration



HCC student Laura Richardson, left, and Roanoke Valley Early College student Tyneisha Richardson, right, perform the Ladies' Jingle Dance during the third annual American Indian Heritage celebration, on November 9th..



On Nov. 17, the Preparing Men for Intellectual, Academic & Educational Success (PRIDE) of Halifax Male Mentoring Program hosted the second annual PRIDE of Halifax Induction Ceremony at the Centre. Pictured are inductees along with program personnel and mentors.

Roanoke Valley Early College Participate in 2010 Rotary Against Drugs Speech Contest



(L-R) Rotarian Allen Purser, Dr. Monica Smith-Woofter, Tracy Eason, Jessica Eason, Tracy Eason, Irene Bass, Eugene Bass, Hank Dewald, Brenna Campbell, Matilda Campbell, and Rotary President Ervin V. Griffin, Sr.

Oscar Micheaux Stamp Dedication kicks off HCC Black History Month



HCC and the U.S. Postal Service held a stamp dedication to kick off Black History Month on Feb. 1. Pictured for the dedication are from left, HCC Vice President of Academic Affairs Dr. Erica Holmes, HCC President Dr. Ervin V. Griffin Sr., Weldon Postmaster Jan “Buffi” Flagg, HCC Board of Trustees Chair Frank V. Avent III, Trustee Dr. Stanley Edwards and HCC History Instructor Shaun Stokes.

The Healing Force helps everyone find their common place



The Healing Force performed “The Rhythm of the Drum” on Feb. 3 at The Centre at Halifax Community College. The program intertwined music and stories with tales that spoke about many life messages. In the left photo are pictured from left, The Healing Force members—Joseph Anderson, Sonji Gardner, Gail Anderson (sitting), and Karim Anderson. In the right photo, students from the area high schools and HCC were invited to the stage to perform with members of The Healing Force.

Hux Memorial Scholarship established at HCC



Pictured for the scholarship presentation are from left, Yvonne Doughtie, her mother Peggy Haskins and HCC



Halifax Community College's Ruby Vincent Ward has established the Ruby Vincent Ward Scholarship. To mark her retirement, HCC President Dr. Ervin V. Griffin Sr. presented her with a bromeliad.

Garysburg Community Outreach Night hosted by HCC



First Citizens establishes scholarship at HCC



From left, Ed Jackson, Tracy Shelburne and Clark Young with First Citizens Bank presented HCC President Dr. Ervin V. Griffin Sr. and HCC Foundation Board Chair Charles McElheney with a donation to establish the First Citizens Bank Scholarship at HCC.

HCC hosts Outreach Night in Seaboard



Second annual Women of Excellence Conference held at HCC



The Halifax Community College Women of Excellence (WOE) mentoring group held its second annual Women to Women Conference, March 16 in The Centre. The theme for the event was "The Women Gather" based on a poem by keynote speaker for the day, Nikki Giovanni. Above is Giovanni, center, at the book signing session of the conference.

Mfume has a “Conversation with the Roanoke Valley Community” at HCC, April 5



HCC hosts Outreach Night in Hollister



HCC campus hosts second annual NC MOM Dental Clinic

More than 400 served during event



North Carolina Missions of Mercy (NC MOM) held a free adult dental clinic at The Centre at Halifax Community College (HCC) on March 25-26, 2011. NC MOM is an outreach program of the N.C. Dental Society. This was the second year that HCC hosted the event.

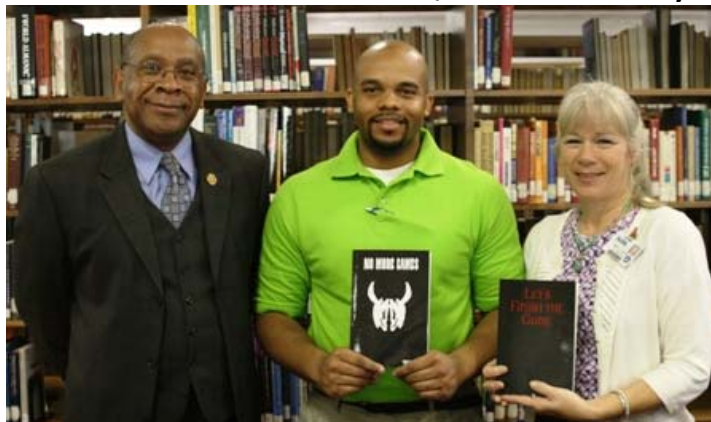
Halifax CC awards degrees to the Class of 2011 Ceremony marks 44th annual graduation

Halifax Community College (HCC) graduates of the class of 2011 were eager to march across the stage Saturday, May 14, in The Centre as they accepted credentials during the 44th annual graduation. This year, there were 468 degrees, certificates, and diplomas awarded including the General Education Diploma (GED). HCC also had 248 graduates participating in the ceremony along with 132 hooders for a total of 380 participants.



Dr. Dudley E. Flood, center, addressed HCC graduates during commencement exercises, May 14.

Former HCC student writes books, donates to library



HCC President Dr. Ervin V. Griffin Sr., left, with Troy Moore and Learning Resources Center Director Mary Gail Cooper



PRESIDENT'S REPORT
June 28, 2011