



**Dr. Ervin V. Griffin, Sr. – President/CEO**  
**Executive Report**  
**Halifax Community College Board of Trustees**  
**February 22, 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 January and February, Dr. Griffin attended/ participated or was represented in the following meetings.**

- January 25, 2011 – HCC Board of Trustee Meeting
- January 26-28, 2011 - NCAACP Winter Conference in Washington, NC
- January 29, 2011 - Mr. Dock M. Brown's Funeral
- February 1, 2011 - Interviewed Candidate for Webmaster/help Desk  
Black History Program: Stamp Dedication
- February 2, 2011 - Program Review meeting with Dr. Erica Holmes
- February 3, 2011 - Shadowing Student (Tonisha Mayor, Weldon Middle and Twashonda  
Armstrong from Enfield Middle School  
Black History Program: The Healing Force
- February 4, 2011 - Legislative Call-in
- February 6, 2011 - Black History Speaking engagement at Mount Calvary Baptist Church in  
Danville, VA
- February 8, 2011 - Black History Program: Lyceum Series  
CADA Meeting at the CADA Office
- February 9, 2011 - Interviewed Three Financial Aid Loan Specialist candidates
- February 10, 2011 - Met with Jerry Thompson and Deborah Armstrong regarding EBS Project

## Black History Program: Exposure Musical

February 11, 2011	Legislative Call-in Met with Dean Barbara Hasty
February 13-16, 2011	ACCT 2011 Legislative Summit (Trustee Frank Avent, III and Trustee, Dr. Stanley Edwards, also attended to the ACCT 2011 Legislative Summit)
February 17, 2011	Radio Station Broadcast NC Community College Systems Meeting Black History Program: Saluting our Africa American Heroes
February 18, 2011	Ethics Training Legislative Call-in Met with Dana Scott
February 21, 2011	Black History Speaking engagement at Sandhills Community College in Pine Hurst, NC

## General Administration

### **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 Black History Month planning team met twice during January to plan February’s event. The schedule began February 1, 2011 with the Stamp Dedication.

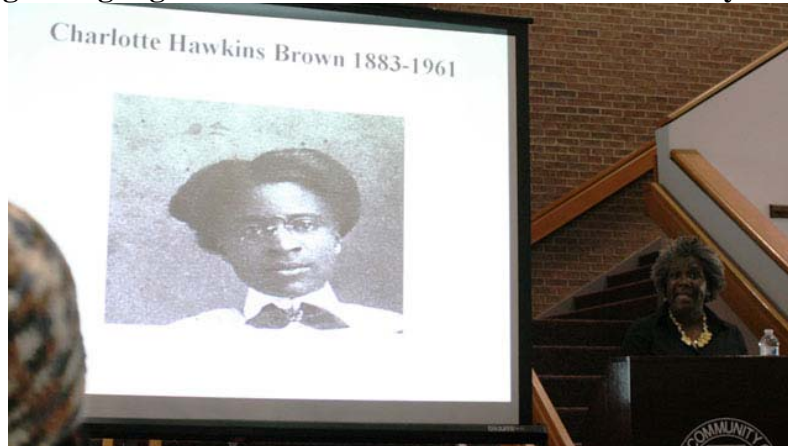
- The Early Childhood Education department finalized an articulation agreement with East Carolina University’s Department of Child Development and Human Relations to offer degree completion for the BS in Birth through Kindergarten.
- An ad was posted in the Daily Herald highlighting two of the technicians from Quality Pontiac who graduated from the automotive program at Halifax Community College.
- On January 21, 2011 Donny Moseley attended a six hour continuing education class in Rocky Mount
- On January 19, 2011 a Graduation was held at Tillery Correctional for GED Graduates and the Graduates of the Electrical and Plumbing Programs, who completed their requirements in December, 2010.
- CODA (Commission on Dental Accreditation) - Self-Study Meetings; meet weekly, beginning January 14<sup>th</sup> in dental hygiene to prepare accreditation self study.
- Three Learning Communities are ongoing
  - “Steps to Math Success” (Stansbury and Dilday)
  - “Steps to Reading and Writing Success” (Reynolds and Dilday)
  - “English, It’s Critical” (Goode and McCachren)

**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.

**Wadelington highlights five educators at HCC’s Black History Program**



Educator and author Flora J. Hatley Wadelington, right, spoke on “Five You Know: Educators in North Carolina” as part of Black History Month, Feb. 8 at The Centre.

## Exposure Musical Revues featured at HCC



On Feb. 10, Halifax Community College (HCC) featured Exposure Musical Revues at The Centre at HCC as part of Black History Month events. During a morning performance, the group performed “Sounds of the Motor City,” showcasing the sounds of Jackie Wilson, Otis Redding and Isaac Hayes. In the evening, Exposure Musical Revues performed “Historic Soul” that celebrated African-American contributions to American culture with numbers from Little Richard, Chuck Berry and Ray Charles.

## Foundation/Marketing

### Hux Memorial Scholarship established at HCC



Pictured for the scholarship presentation are from left, Yvonne Doughtie, her mother Peggy Haskins and HCC President, Dr. Ervin V. Griffin Sr.



Rev. and Mrs. Daniel Hux

- Thomas Schwartz met with Emery Doughtie on Rev. Daniel Hux Memorial Scholarship
- Thomas Schwartz met with Ruby Ward: Ruby Ward scholarship setup

- Thomas Schwartz met with Lee Harris: possible RBC scholarship
- Thomas Schwartz met with Bob Patterson from Kapstone to determine if there was a project the college and the mill could cooperate on regarding the USDA Rural Technology Grant 2011. After a number of meetings and phone calls, the decision was made not to pursue the opportunity at this time due to the fact that the mill's needs were in other areas.

#### **Twenty-year HCC veteran establishes scholarship**



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.

#### **Relationships (Internal and External)**

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

#### **Internal/External Relationships**

**During the month of February, Dr. Griffin attended/ participated or was represented in the following meeting**

- Dr. Griffin attended the NCAACP Winter Conference in Washington, NC on January 26-28, 2011
- Dr. Griffin attended the CADA Meeting at the CADA Office on February 8, 2011.
- Dr. Griffin attended the ACCT 2011 Legislative Summit in Washington, DC on February 13-16, 2011.

## **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*

- Dr. Griffin attended the new employee orientation on January 7, 2011. The following new employees are:
  - Allisha Hicks – Administrative Assistant to Vice President of Academic Affairs
  - Caroline Harris – Webmaster/Helpdesk

### **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

- Met with State Contract Furniture (Institutional Interiors) representative to design and quote furniture for renovation to Room 108 on January 25, 2011. *(Tina Curry)*
- W-2 were processed and available for pick-up at receptionist area. W-2's not picked up were mailed on January 26, 2011. *(Patricia Gonshor)*
- Joyce and Leslie Cox with AFLAC met with interested employees regarding the Flexible Spending Account plan on January 26, 2011. AFLAC representatives also met with all new employees. *(Delois Mercer)*
- Met with Griffin Engineering technician to perform Measurement and Verification of energy usage of lights to be replaced with ARRA Grant Funding, 100-400 Buildings on January 27, 2011. *(Tina Curry)*

- 1098 forms were processed and mailed on January 31, 2011. (*Laura Cobb, Ethel Edwards*)
- Dental and Vision Representative, Perry Laymon, met with employees to discuss available plans on February 2 and 3, 2011. (*Delois Mercer*)
- 401-K representative, George Davis, met with employees to discuss available plans on February 2 and 3, 2011. (*Delois Mercer*)
- Participated in NCCCS Business Managers Call-In Conference with Jennifer Haygood, VP for Business & Finance on February 8, 2011. (*Deborah Armstrong, Mitchell Robinson*)
- Attended Mission of Mercy (MOM) Dental Clinic meeting on February 9, 2011. (*Deborah Armstrong*)

### **Academic Administration**

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

- Dr. Holmes is working on new catalog.
- Dr. Holmes attended the RVEC/HCC Bi-Monthly meeting held on January 18, 2011 at 1:00 p.m. in the President’s Boardroom.
- Dr. Holmes attended Awards Day Ceremony held on January 31, 2011.
- Dr. Holmes attended the Golden Leaf Foundation meeting at 9:00 a.m. The focus of the meeting was Professional Development opportunities and the Implementation Plan for the GLF Grant.
- The Humanities and Social Sciences Department is now implementing its second semester of multi-disciplinary project called “The Frankenstein Project” in order to meet another IEP goal for the HASS dept. We are hoping to have enough instructor participation to give some students an experience of multi-disciplinary learning with one topic in the Humanities and Social Sciences.

### **HCC Department presents “Up From Slavery and Up ‘Til Now”**



Program participants included: Dr. Erica Holmes, Sharon Askew, Randy Keemer, Zachary Isles, Sherette Edwards, Edward Garner, Angela Person, Michael Prossner, Maritza Watson, Frank Wilkinson, Marquita Williams, Kenny Jones, Shaun Stokes, Kim Dailey, Susan Merchant, Sade Brown, and Shauna Jones & Company. Also, Teresa Squire, Kristopher Cherry, Jamie Powell, Adrienne Banks, Lenora Williams, Lindsey Robistow, Willie Shields, Christian Alston, Sandra Weden’s class, ThreAnn, Jennifer Burgess, and Dr. Harriet Morrison.

- There are three learning communities offered within the School of Arts and Sciences during the spring'11 semester.
- Chris Wright is networking with the Directory of Community Theatre at the newly renovated Colonial Theatre in South Hill, VA about having a group of HCC students visit a production.
- We are offering 3 self supporting Huskins courses for spring 2011.
- Two full-time math instructors' positions have been filled.
- Would like to explore the possibility of upgrading room 112 with teaching technology; Met with Jerry Thompson. He estimated 11,000 to equip the room with smartboard technology.
- Departments within the School meet at various times each month.
- Fall 2010 QEP direct and indirect Assessment is ongoing
- SACS Response Report under Review by Director of Institutional Effectiveness
- Student Services Initiative Workshops - ongoing assessment

### **Student Government Association**

- SGA sponsored refreshments for the Stamp Dedication and assisted with giving out programs and raffle tickets to the students attending the various Black History Month events held.
- We attended the Eastern Spring Division Meeting held at Robeson Community College in Lumberton, NC.
- SGA completed the Give2theTrops project.
- SGA held our monthly meeting and distributed information to the student body via gmail, Blackboard, and Groupwise.

### **Who's in the Valley: China Wade SGA president foresees nursing career**

by Jacqueline Hough, The Daily Herald Staff Writer  
*Published/Last Modified on Saturday, February 5, 2011 6:41 PM EST*



Halifax Community College student China Wade has known since she was a little girl she wanted to be a nurse. She is currently SGA president Halifax Community College student China Wade has known since she was a little girl she wanted to be a nurse. She is currently SGA president at HCC.

Jacqueline Hough | The Daily Herald

## Eight local African-American Heroes saluted at HCC



Halifax Community College held its "Saluting Our Local African-American Heroes" celebration. Special honors were bestowed on six community leaders and two HCC students during the Feb. 17 ceremony held at The Centre. Pictured are front row from left, Rev. Ralph Dailey, Rev. Jeremiah Webb, Dorothy Highsmith, Dorothy Joyner; second row, HCC President Dr. Ervin V. Griffin Sr., Lola Ausby, China Wade, Mae Browning on behalf of Gregory Browning and Kiara Lee.



**PRESIDENT'S REPORT**  
**January 25, 2011**

**ITEM 1 – Thank you to Halifax Electric Membership Corporation**

**ITEM 2 – News and Observer Editorial “Seed Corn”**

**ITEM 3 – Dr. Ervin V. Griffin, Sr. – Black History Guest Speaker**

**ITEM 4 - Groundhog Day Project**

## ITEM 1 – Thank you to Halifax Electric Membership Corporation



January 28, 2011

Halifax Electric Membership Corporation  
208 W. Whitfield Street  
Enfield, NC 27823

Dear Mr. Brady Martin,

Mr. Frank Avent, chairman of the Halifax Community College (HCC) Board of Trustees, has informed me of the generous offer by Halifax Electric Membership Corporation (HEMC) to sponsor the internet service at our Enfield Campus located at 200 Whitfield Street in Enfield.

HCC has been proud to offer internet service at its Enfield campus for a number of years. Computer classes taught by the Continuing Education Department have allowed citizens of the Town of Enfield to learn how to use a computer including using the internet to search for information on a variety of topics. Many senior citizens have expressed to HCC their appreciation of being able to learn how to navigate the internet to search for answers to medical questions, to find updates on social security and Medicare issues, to learn more about topics of interest, and to learn new ways to stay connected with family and friends far from home.

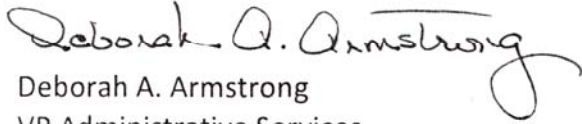
Recent budget cuts in our county funding which pays for operating expenses such as telephone and internet service has caused HCC to look for alternative funding sources to assist with meeting the increasing cost of such services. The generous offer of HEMC to make a donation to the Halifax Community College Foundation to be used in support of internet service at our Enfield campus will ensure that internet access continues uninterrupted during these challenging economic times. I have included a copy of our latest billing from CenturyLink so you may see what HCC is billed monthly for internet service at the Enfield campus.

100 College Drive • PO Drawer 809 • Weldon, North Carolina 27890  
252-536-HCCI (4221) • Fax 252-536-4144  
[www.halifaxcc.edu](http://www.halifaxcc.edu)

**ITEM 1 – Thank you to Halifax Electric Membership Corporation Cont.**

On behalf of the faculty, staff, and students of Halifax Community College, I thank HEMC for its commitment to the community it services and its donation of time and money to make the community a better place in which to live and work.

Sincerely,

Handwritten signature of Deborah A. Armstrong in black ink.

Deborah A. Armstrong  
VP Administrative Services

CC: Dr. Ervin V. Griffin, Sr., President/CEO  
Mr. Frank Avent, Chairman Board of Trustees

## ITEM 2 – News and Observer Editorial “Seed Corn”

<http://www.newsobserver.com/2011/02/08/v-print/974749/seed-corn.html>

Masthead

Published Tue, Feb 08, 2011 02:00 AM

Modified Tue, Feb 08, 2011 05:45 AM

*Newsobserver Editorial*

### Seed corn

North Carolina's splendid community college system is the third largest in the United States, and in 2008-09 enrolled 850,000 people in classes. It is the key to job training, and to retraining, which is what many of those new students, having lost jobs, are doing. The system was even singled out (via Forsyth Tech) in President Obama's recent State of the Union address.

But there is a fear that with the state facing a \$3.7 billion budget shortfall, the knife will fall and fall hard on the system, which has an open-door admissions policy and which has for years been putting a bigger teaching load on instructors. The community colleges, though they can make an excellent case for being protected from the largest budget cuts, generally lack the lobbying and political clout of schools in the University of North Carolina system.

To slice and dice the 58 community colleges would be akin to the General Assembly cutting off its nose to spite its face. If a goal of government in these hard times of high unemployment is to put people back to work, then the community colleges can lead the way toward that goal.

It's obvious that the schools will have to raise tuition, though it still will be a bargain considering what the colleges provide. But to insist on substantial budget cuts could well do more long-term harm than short-term good.

#### Generating jobs

Legislators can't preach job creation on one hand and take away important pathways to job creation on the other. One of the major points the state uses to recruit new, higher-paying industry is that if businesses need a workforce skilled in a certain process or technology, community colleges can quickly set up a training program specific to that need. The colleges also have become for many students a cost-efficient and accessible path of entry into university programs.

Though the colleges are spread throughout the state, and often are centers for the arts and a variety of activities for cities and towns wherever they are, they're even more prevalent than the number of individual campuses would indicate. They have satellites and other educational centers. In all there are 162 places where community colleges offer courses, an average of more than one and a half sites per county. This represents outreach and then some.

#### More with even less?

In these tough times, the colleges have reached even more people. In the last three years, the system has added 50,000 full-time students, a 25 percent increase. And yet, per-student funding from the state has dropped by 12 percent. That doesn't compute, and yet the colleges have kept serving more people on less money because the need for job training and economical higher education options demands it.

Cut that per-student figure another 10 percent, which could happen, and eventually community colleges will hit a wall, their heroic efforts thus far notwithstanding.

Funding for enrollment growth this year will need to be \$34 million. The General Assembly should deliver that.

Item 2.      **News and Observer Editorial “Seed Corn,” Cont.**

<http://www.newsobserver.com/2011/02/08/v-print/974749/seed-corn.html>

It's crucial. And if legislators are looking at priorities with an eye toward which decisions will affect the most people, or constituents, they might keep that 850,000 number in mind.

The state's community college system is a jewel, one that draws the admiration of other states and educators nationwide. To neglect it by failing to fund it adequately puts that reputation at risk and accreditation along with it. There need to be champions in the legislature who will not let that happen.

**ITEM 3 – Dr. Ervin V. Griffin, Sr. – Black History Guest Speaker**

RECEIVED JAN 28 2011



**Mount Calvary Baptist  
Church**



**Black History Observance**

*Learning From the Past, Living In the Present, and Looking Toward the Future*

*Jesus Christ, the same yesterday, and today, and forever. Hebrews 13:8*

**Sunday, February 6, 2011 at 3:00P.M.**

**Mount Calvary Baptist Church**

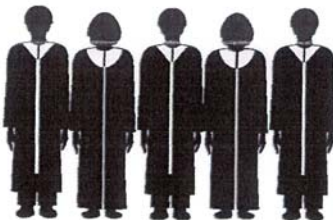
2232 North Main Street

Danville, Virginia 24541

**Speaker: Dr. Ervin V. Griffin, Ed.D.**

1<sup>st</sup> African-American President of Halifax Community College

Weldon, NC



**Ministry In Song**

**Danville Community College Gospel Chorus**

*Lift ev'ry voice and sing, Till earth and heaven ring. Ring with the harmonies of Liberty; Let our rejoicing rise, High as the list'ning skies, Let it resound loud as the rolling sea. . . .*

## ITEM 4 – Groundhog Day Project

(2/10/2011) Ervin Griffin - Thank you

Page 1

**From:** "Stockton Dickinson" <sdickinson@rvchamber.com>  
**To:** "Ervin Griffin" <griffine@halifaxcc.edu>  
**CC:** <hawkinsh@halifaxcc.edu>  
**Date:** 2/10/2011 4:18 PM  
**Subject:** Thank you

Dear Dr. Griffin,

Groundhog Day was a huge success. Your contribution of your time and expertise made the experience a good one for our local eighth graders. I hope you saw the article last Friday in the Daily Herald. Everyone could not have their picture on the front page, but everyone made a difference in a child's life. Thank you.

One hundred ten students were given the opportunity to have an up-close look at the world of work and to see how the skills learned in school relate to the workplace. You also gave the students a chance to see what careers exist in the area. Many of the students commented on how much they learned from the day. And they definitely were sharing with their friends and other students what their experience was like. Thank you again for making Groundhog Day 2011 another great event.

Duna Dickinson  
Business Education Partnership Manager  
Roanoke Valley Chamber of Commerce  
P.O.Box 519  
260 Premier Boulevard  
Roanoke Rapids, NC 27870  
Phone: (252) 519-2612



Thanks!



**Our business proudly supported  
Groundhog Day, Feb. 3, 2011**

The Roanoke Valley Chamber of Commerce salutes

***Dr. Eileen V. Giffon, Jr.***



For providing job shadowing opportunities for eighth grade students in the Roanoke Valley  
as part of the Chamber Business-Education Partnership's Groundhog Day 2011.