

AIHC School of Biblical Studies  
1519 South Lauderdale St.  
Memphis, Tennessee 38106

### Trustee Board Meeting Minutes

The Trustee Board of AIHC School of Biblical Studies' scheduled Zoom meeting was held Monday, April 25, 2022. Chairman Greg Thomas convened the meeting at 7:00 p.m.

Members Present:	Staff Present	Members Absent
Greg Thomas, Chairman	Dr. Ingrid A. Thomas, Dean	Doris Lacy
Esq. Jacinta Hall, parliamentarian		Shervelle Thomas
Lynn Edwards, secretary		
Freddie L. Thomas, Jr.		
Dr. Jarita Mitchell		
Antonio Lawson		

#### Agenda:

- I. Prayer- Dr. Jarita Mitchell  
Scripture-Antonio Lawson
- II. Greetings-Chairman Greg Thomas
- III. Minutes Read from December 9, 2021 meeting- Secretary, Lynn Edwards  
Vote to accept the minutes as read
- IV. General Information
  - A. In-Person Classes/Reopening of our Facility
    1. Date: (Thursday, May 19, 2022)
    2. AIHC-SBS COVID-19 Task-Force Plan: In-Person Classes
  - B. AIHC website launch (aihchurces.org)
    1. Certificate of Ordination/License
    2. Continuing Education (2<sup>nd</sup> term of the certificate program)
    3. Clinical Practicum
- V. An Amendment to Course Catalog
  - A. Adding Financial Irresponsibility
- VI. Reauthorization for Approval
  - A. Reauthorization application is due November 2022
    1. Collected Information and Data
      - a. Financial Statement (Income Statement and Balance Sheet)
      - b. Student level Statistical Data (student enrollment from July 1 of last year to June 30 of this current year)
      - c. Withdrawal and placement data
    2. Renewal Fee (\$500.00)
  - B. Notification of any Program Revisions

1. Tuition Increase (30 days prior to the effective date)
2. Effective 2023 school year

VII. Final Remarks & Closing Prayer by Chancellor Thomas

**Summary:** The trustee board convened via Zoom on Monday, April 25, 2022, at 7:00 p.m. There were six of the eight members present and a staff member. The purpose of the meeting was to provide the board members with information, regarding the business and educational affairs of the school. There were no votes to formally elect new members or policies. There were also no items presented for discussion among board members. Agenda items four through six were only communicated as general information. The dean was the sole presenter at this meeting.

**Item 4: In-Person Classes/Reopening our Facility**

The staff and faculty approved reopening the school for administration and education purposes. The instructional delivery format will change from virtual learning to hybrid learning (online and in-person). The students who attend in-person classes will follow the COVID-19 task-force plan detailed on the school's website. The task-force plan explains the procedures to follow to maintain a safe and comfortable environment.

AIHC's website was published, which contains the information for obtaining a certificate of ordination/license. The website was developed to house this certificate program since it did not receive authorization by THEC. As a result, credential candidates can continue to apply to this program, and the school remains in good standing with THEC. The new website also includes continuing education courses and the development of the clinical practicum operated under the authority of AIHC (Association of Independent Holiness Churches).

**Item 5: An Amendment to Course Catalog**

On page 16, in the course catalog, some behaviors warrant disciplinary action under the Dismissal section. The staff approved adding financial irresponsibility to the list of behaviors.

**Item 6: State Reauthorization**

The school received initial authorization to operate in the state of Tennessee last November 2021. For approval to maintain authorization, the AIHC School of Biblical Studies must apply for reauthorization annually. Tennessee Higher Education Commission requires specific information for reauthorization. The application includes the school's financial statement, student-level statistical data (student enrollment and withdrawal), and a \$500.00 renewal fee. THEC will also receive notification about the school's tuition increase scheduled to take effect in 2023.

The board members had no questions or comments. The information was accepted and approved.