

# PEARL RIVER COMMUNITY COLLEGE

## BOARD OF TRUSTEES MEETING MINUTES

**May 8, 2012**

The Board of Trustees of Pearl River Community College met at 1:00 p.m. on Tuesday, May 8, 2012, for their monthly meeting in the Board of Trustees Room in the Olivia Bender Cafeteria on the Poplarville Campus.

### **TRUSTEES IN ATTENDANCE/ABSENT:**

Mr. Frank Ladner, Chairman	Mr. Dale Purvis
Mr. Herbert Ray Nobles, Vice Chairman	Mr. Craig Robbins
Mr. M.L. "Sonny" Knight, Secretary	Mr. Albert Brooks
Mr. Brian Freeman	Mr. Alan Lumpkin
Mr. Alan Dedeaux	Mr. Purvis W. "P.W." Polk, Jr.
Mr. Ike Haynes	Dr. Gale Harris
Mr. Anthony Charles "Tony" Waits	Mr. Don Welsh
Dr. Ben Burnett	Ms. Teresa Lynn Stafford

**PRCC STAFF:** President Dr. William Lewis, Vice President for Business and Administrative Services Mr. Roger Knight, Vice President for Poplarville Campus and Hancock Center Dr. Adam Breerwood, Director of Public Relations Mr. Chuck Abadie, Vice President for General Education and Technology Services Dr. Martha Lou Smith, Vice President for Economic and Community Development Dr. Scott Alsobrooks, Director of Development Foundation/Alumni Association Mr. Ernie Lovell, Vice President for Forrest County Operations Dr. Cecil Burt, President's Administrative Assistant Ms. Marilyn Dillard, and Board Attorney Mr. Martin Smith

**GUEST:** Ms. Angela Herzog, CPA, Herzog CPA Company, PLLC

Chairman Frank Ladner opened the meeting by welcoming all attendees to today's meeting. He requested everyone to stand for the Invocation and Pledge of Allegiance. Mr. Sonny Knight provided the Invocation. After the Pledge of Allegiance, the following business was transacted.

At this time, Dr. Lewis recognized and welcomed Angela Herzog to today's meeting. Ms. Herzog provided a presentation and review of the **PRCC Audited Financial Statements and Supplementary Information for the Year Ended June 30, 2011**. Ms. Herzog stated that the audited financial statements received an unqualified opinion with no findings or recommendations from the attorney general's office. After a discussion of the audited financial statements, a motion was made by Mr. Nobles, seconded by Mr. Robbins, to accept and approve the PRCC Audited Financial Statements and Supplementary Information for the Year Ended June 30, 2011, as defined herein. The motion carried. The original audited financial statements are on file in the PRCC Business Office.

Chairman Ladner requested approval of the **April 10, 2012, board meeting minutes**. A motion was made by Mr. Knight, seconded by Mr. Robbins, to approve the April 10, 2012, board meeting minutes. The motion carried.

Departmental reports were then presented by staff administrators. Those presenting reports included Dr. Smith, Dr. Burt, Dr. Breerwood, Dr. Alsobrooks, and Mr. Lovell.

There was no Buildings and Grounds Committee meeting today, but Dr. Lewis provided the following construction/renovation updates:

- **Career Education Center (Forrest County Center):** After weather delays, progress is being made with the walls now being erected.
- **Brownstone Center for the Performing Arts:** Rain has caused some delay to this project, but the steel framing is now being erected. The project is expected to be near completion by the end of the 2013 spring semester.
- **M. R. White Coliseum:** Rain has caused some delay, but the groundwork and excavating are now underway. The construction contractor has indicated that some work crews may begin a seven day work schedule when the weather is favorable.
- **New Men's Dorm (2012):** Bid date is May 24, 2012. To date, 10 bid packages have been submitted to interested contractors.
- **Moody Hall Courtyard/Landscape:** This project continues to be on hold by the Bureau of Building and Grounds due to unacceptable concrete and brickwork (not per specifications). Much of the work already done will have to be removed and re-done.

Roger Knight then presented and reviewed the **Reconciled Bank Balances for April 30, 2012**, and the **Statement of Expenditures for April 30, 2012**. No action was necessary.

Mr. Knight presented for review and approval the **April 2012 Disbursement Register (Claim Docket) in the amount of \$1,414,871.10**. A motion was made by Mr. Haynes, seconded by Mr. Nobles, to approve the April 2012 Disbursement Register (Claim Docket) as presented herein. The motion carried. The original Disbursement Register is on file in the Business Office.

Mr. Knight then presented a **Single Source Item** for a Skills Tutor 8 Modules and Implementation for Career-Technical Education in the amount of \$9,257.00. This single source item will be funded 100 percent by Carl Perkins Federal Funds. A motion was made by Sonny Knight, seconded by Mr. Purvis, to approve said Single Source Item for purchase. The motion carried.

Mr. Knight presented the **FY 2013 Student Fee Sheet** for approval. A motion was made by Sonny Knight, seconded by Mr. Nobles, to approve the FY 2013 Student Fee Sheet. The motion carried.

Mr. Knight then presented the **Fixed Asset Deletions Report for May 2012** in the amount of \$14,853.06. Said report contains various non-serviceable furniture and computer items for salvage. A motion was made by Mr. Lumpkin, seconded by Mr. Waits, to approve. The motion carried. The Fixed Asset Deletions Report for May 2012 is on file in the Business Office.

The following personnel matters were presented as follows:

Dr. Breerwood presented the resignation of **Mr. Tom Smith** from the position of Director of Student Life effective June 30, 2012. A motion was made by Mr. Waits, seconded by Mr. Polk, to approve and accept the resignation of Mr. Smith as stated herein. The motion carried.

Dr. Burt presented the resignation of **Ms. Amber Struppa** from the position of Instructor of Surgical Technology effective May 12, 2012. A motion was made by Mr. Purvis, seconded by Mr. Lumpkin, to approve and accept the resignation of Ms. Struppa as stated herein. The motion carried.

Dr. Burt presented the employment of **Ms. Brittney Boleware Hawkins** for the position of Instructor of Surgical Technology effective May 14, 2012. A motion was made by Mr. Waits, seconded by Mr. Purvis, to approve the employment of Ms. Hawkins as defined herein. The motion carried.

Dr. Alsobrooks presented for acceptance the retirement of **Mr. Kenny Russell** from the position of Compositor and Printer effective June 30, 2012. A motion was made by Mr. Lumpkin, seconded by Mr. Waits, to accept the retirement of Mr. Russell as defined herein. The motion carried.

At this time, Dr. Lewis recommended board approval to **consider entering into an executive session** to discuss a personnel matter. A motion was made by Mr. Robbins, seconded by Mr. Lumpkin, to approve the request to consider entering into an executive session. The motion carried.

A motion was then made by Mr. Sonny Knight, seconded by Mr. Nobles, to **enter and remain in executive session** to discuss a personnel matter. The motion carried.

A motion was made by Mr. Purvis, seconded by Mr. Waits, to **exit executive session**. The motion carried.

The meeting then returned to open session. No action was taken in the executive session.

There were no legal matters to be presented to the board at today's meeting.

In other business, Dr. Lewis requested that Dr. Burt present the new **Substantive Change Policy** that will ensure the continuation of the College's accreditation process. Dr. Burt reviewed and provided board members with the new policy and stated that the new Substantive Change has been approved by the Policy and Procedure Committee and the Administrative Council. A motion was made by Mr. Nobles, seconded by Mr. Welsh, to approve the Substantive Change Policy. The motion carried. A copy of said policy is attached hereto as Exhibit A and made a part of these official minutes.

Dr. Lewis reported that the July 10, 2012, board meeting will conflict with the Mississippi Association of School Administrator's (MASA) Conference. Dr. Lewis stated that the board's six superintendents would most likely attend the MASA Conference. After discussion, a motion was made by Mr. Nobles to reschedule the July 10 meeting to July 17. The motion was seconded by Mr. Waits, and the motion carried.

In the President's Report, Dr. Lewis reported on the following items:

- Informed the board that Mississippi Power has requested continued use of the College's Poplarville Campus as a staging area in the event of a natural disaster. It was consensus of the board to grant continued use of the Poplarville Campus to Mississippi Power as a staging area in the event of a natural disaster.
- Briefly discussed the annual MACJC Trustees Conference scheduled for July 13-14, 2012. Trustees attending the conference in Tunica, Mississippi, are Frank Ladner, Teresa Stafford, and H. R. Nobles.

- Reminded board members of the May 15 Graduation Ceremony. Lt. Governor Tate Reeves will be the guest speaker. Lunch with Lt. Governor Reeves will be held immediately following the graduation ceremony at the Lowery Woodall Center.
- Reported that the College has again been selected to compete for the Aspen Prize for Community College Excellence. The documentation and reporting process is now underway. The College was also selected in 2011 to compete for the prestigious Aspen Prize.

There being no further business to come before the Board of Trustees, a motion was made by Mr. Waits, seconded by Mr. Nobles, to adjourn. The motion carried.

The next meeting of the PRCC Board of Trustees will be held Tuesday, June 12, 2012, at 1:00 p.m. in the Board of Trustees Room in the Olivia Bender Cafeteria on the Poplarville Campus.

  
Frank Ladner, Board Chairman

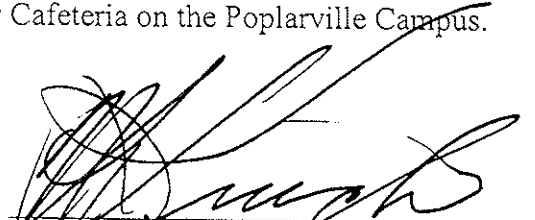
  
M. L. "Sonny" Knight, Board Secretary

Exhibit Items to the May 8, 2012 Board of Trustees Meeting

Exhibit A

Substantive Change Policy (New Policy)

Exhibit Items are on file in the PRCC President's Office  
and are available for viewing upon request.