

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

June 13, 2017

The Board of Trustees of Pearl River Community College met Tuesday, June 13, 2017, at 1:00 p.m. for their monthly meeting in the Board of Trustees Room at Pearl River Community College in Poplarville, Mississippi.

ALL TRUSTEES IN ATTENDANCE/ABSENT:

Mr. Alan Lumpkin, Chairman	Mr. Frank Ladner
Mr. Alan Dedeaux, Vice Chairman	Mr. Herbert Ray Nobles
Mr. M. L. "Sonny" Knight, Secretary	Ms. Wendy Bracey
Ms. Tess Smith	Mr. Donnie Williamson
Mr. Dale Purvis	Mr. Brian Freeman
Mr. Purvis W. "P.W." Polk, Jr.	Mr. Will Russell
Dr. Gale Harris	Mr. Don Welsh
Mr. Anthony Charles "Tony" Waits - Absent	Ms. Teresa Lynn Stafford - Absent

PRCC STAFF: President Dr. William Lewis, Chief Accountant Ms. Bettye Clark, Vice President for General Education and Technology Services Dr. Martha Lou Smith, Vice President for Planning and Institutional Research Dr. Jennifer Seal, Vice President for Forrest County Operations Dr. Jana Causey, Director of the Development Foundation and Alumni Affairs Mr. Ernie Lovell, Director of Public Relations Mr. Chuck Abadie, Vice President for Workforce and Economic Development Dr. Scott Alsobrooks, PRCC Board Attorney Ms. Manya Bryan, and President's Administrative Assistant Ms. Marilyn Dillard

Invocation and Pledge

Chairman Lumpkin opened the meeting by welcoming all attendees to today's meeting. Will Russell provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Welcome/Guests

Dr. Lewis welcomed Valley Food Service representatives Mr. Todd Hickman and Mr. Paul Ryder.

Presentations

Todd Hickman, General Manager of Valley Food Services, presented the **Valley Food Service Contract** for board approval. He also gave a presentation of the upgrades and renovations for the cafeteria which will be going on during the summer months and will be completed for the startup of the 2017 fall semester. A motion was made by Herbert Ray Nobles, seconded by Frank Ladner, to approve of the Valley Food Service Contract for the 2017-2018 school year. The motion was unanimous. Said contract is on file in the PRCC Business Office.

Approval of Minutes

Chairman Lumpkin requested approval of the **May 9, 2017 board meeting minutes**. A motion was made by Alan Dedeaux, seconded by Frank Ladner, to approve the May 9, 2017, board meeting minutes. The motion was unanimous.

Departmental Reports

Departmental reports were given by Dr. Smith, Dr. Causey, Dr. Alsobrooks, and Ernie Lovell.

Financial Reports

In the absence of Mr. Roger Knight, Vice President for Business and Administrative Services, Ms. Bettye Clark, Chief Accountant, presented today's Financial Reports.

Ms. Clark presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures ending May 31, 2017**. No action was necessary.

Ms. Clark presented for review and approval the **May 2017 Disbursement Register (Claim Docket) in the amount of \$1,715,809.26**. A motion was made by Frank Ladner, seconded by Alan Dedeaux, to approve the May 2017 Disbursement Register as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Ms. Clark presented for approval the **June 2017 Fixed Asset Deletions Report** in the total amount of \$128,132.23. The report contains various unserviceable computer and other electronic items that are no longer in use and will be prepared for salvage. A motion was made by Will Russell, seconded by Dale Purvis, to approve the Fixed Asset Deletions Report as defined and stated herein. The motion was unanimous.

Ms. Clark presented and discussed the **PRCC Budgets for the Year Ending June 30, 2018**. After discussion, a motion was made by Will Russell, seconded by Sonny Knight, to approve the PRCC Budgets for the Year Ending June 30, 2018. The motion was unanimous.

Personnel Matters (New Position)

Dr. Alsobrooks recommended approval for the establishment of a new adult education position, **WIN Center Case Manager (Hattiesburg WIN Center)**. This is a 12 month position and will be funded by SMPDD. A motion was made by Dale Purvis, seconded by Will Russell, to approve the new position as presented herein. The motion was unanimous.

Personnel Matters (Resignations and Retirements)

Dr. Smith recommended the acceptance of the **resignation** of **Ms. Kara Brown** from the position of Instructor of English (Poplarville) effective May 12, 2017, and the **resignation** of **Mr. Jacob Havard** from the position of Instructor of English effective June 9, 2017.

Dr. Alsobrooks recommended the acceptance of the **resignation** of **Ms. Crystal Penton** from the position of G Career and Technical Student Services Coordinator (12 mos) effective June 30, 2017.

A motion was made by Brian Freeman, seconded by Dale Purvis, to accept the resignations of Ms. Brown and Ms. Penton as stated and defined above. The motion was unanimous.

Dr. Alsobrooks recommended the acceptance of the **retirement** of **Mr. Kenny Russell** from the position of Composer and Printer effective June 30, 2017. Mr. Russell retired from his position several years ago and returned to work on a part-time basis. His desire is to now be retired on a full-time basis. A motion was made by Dale Purvis, seconded by P.W. Polk, to accept the retirement of Mr. Russell as stated and defined herein. The motion was unanimous.

Personnel Matters (Non-Renewals and Terminations)

Dr. Causey recommended approval of the **non-renewal** of **Ms. Frankie Lee** from the position of Student Services Specialist. The justification of this action is due to a decrease in student enrollment and the position will be deleted effective June 30, 2017. A motion was made by Brian Freeman, seconded by Frank Ladner, to approve the non-renewal and position deletion as stated and defined herein. The motion was unanimous.

Dr. Alsobrooks recommended the **termination** of **Ms. Constance Yates** from the position of Instructor of Health Information Technology effective June 1, 2017. Due to lack of enrollment, this program has been discontinued. A motion was made by Sonny Knight, seconded by P.W. Polk, to accept the termination of Ms. Yates as stated and defined herein. The motion was unanimous.

Personnel Matters (Recommendations of Employment)

Dr. Causey recommended the **employment** of **Ms. Cassie Reid** for the position of Instructor of Biology (FCC) effective August 7, 2017; and the **employment** of **Mr. Tillman (Tim) Donati** for the position of Instructor Electronic Engineering Technology (FCC) effective August 7, 2017.

Dr. Smith recommended the **employment** of **Ms. Amanda Lawler** for the position of Instructor of Biology (Poplarville) effective August 7, 2017; and the **employment** of **Mr. Eric Moffett** for the position of Instructor of Chemistry effective August 7, 2017.

Dr. Breerwood recommended the **employment transfer** of **Mr. Ted Egger** for the position of Interim Head Football Coach effective June 14, 2017. Coach Egger currently serves as defensive coordinator at Pearl River Community College. Coach Egger's FY18 contract will begin July 1, 2017 and conclude December 31, 2017.

A motion was made by Will Russell, seconded by Brian Freeman, to approve the employment of Ms. Reid, Mr. Donati, Ms. Lawler, Mr. Moffett, and the transfer of Mr. Egger as stated and defined above. The motion was unanimous.

FY 2017-2018 Employment Recommendations

Dr. Lewis presented and recommended the **2017-2018 employment positions and personnel** effective July 1, 2018. A motion was made by Frank Ladner, seconded by Will Russell, to approve the 2017-2018 employment recommendations as presented by Dr. Lewis. The motion was unanimous.

Executive Session

A motion was made by Dale Purvis, seconded by Frank Ladner, to **consider entering** into Executive Session. The motion was unanimous.

A motion was then made by Sonny Knight, seconded by Frank Ladner, to **enter into and remain** in Executive Session to discuss a personnel matter. The motion was unanimous.

A motion as made by Frank Ladner, seconded by Alan Dedeaux, to **exit** Executive Session. The motion was unanimous.

The meeting then returned to Open Session. There was no action taken during the Executive Session.

Presidential Employment Contract

Board Attorney Manya Bryan presented and recommended approval of the **Presidential Employment Contract for Dr. Adam Breerwood**. A motion was made by Frank Ladner, seconded Will Russell, to approve the presidential contract for Dr. Breerwood as presented and recommended by Ms. Bryan. The motion was unanimous.

Legal Matters

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

Other Business

There was no Other Business items to present to the board at today's meeting.

President's Report

- With today being Dr. Lewis's final board meeting, he shared his vision for the College for the next few years. He stated that recruiting will be necessary and a top priority. Future revenue and funding issues will present major challenges as will the potential for state privatization. Also, the College's current physical facilities (Johnston Library, Huff and Pearl River Halls, Hancock Center, Forrest County Center, and athletic facilities) will require necessary repairs and upgrades within the next five years. He added that the college could experience a significant enrollment increase in dual enrollment and distance learning. These two areas will become extremely important in producing revenue for the College.
- Dr. Lewis reminded the Board that the MACJC Annual Trustees Conference will be held Friday, July 7, 2017, at the Muse Center in Pearl, Mississippi. Due to funding and budget cuts, the conference has been reduced to a one-day event this year. Those who expressed interest in attending the conference included Will Russell, Brian Freeman, Donnie Williamson, Alan Dedeaux, Wendy Bracey, and Alan Lumpkin.

Adjournment

There being no further business to come before the Board of Trustees, the meeting was called for adjournment. A motion was made by Frank Ladner, seconded by Herbert Ray Nobles, to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, July 11, 2017, at 1:00 p.m. in the Board of Trustees Room in the Olivia Bender Cafeteria on the College's main campus in Poplarville, Mississippi.

The official signed minutes and Exhibit Item(s), if applicable, are on file in the PRCC President's Office and are available for viewing upon request.