

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

May 13, 2014

The Board of Trustees of Pearl River Community College met Tuesday, May 13, 2014, at 1:00 p.m. for their monthly meeting in the Board of Trustees Room on in the Olivia Bender Cafeteria on the Poplarville Campus.

TRUSTEES IN ATTENDANCE/ABSENT:

Mr. Dale Purvis, Chairman
Mr. Brian Freeman, Vice Chairman
Mr. M. L. "Sonny" Knight, Secretary
Dr. Ben Burnett
Mr. Alan Lumpkin
Mr. Purvis W. "P.W." Polk, Jr.
Dr. Gale Harris
Mr. Don Welsh

Mr. Frank Ladner
Mr. Herbert Ray Nobles
Mr. Craig Robbins
Mr. Albert Brooks
Mr. Alan Dedeaux - Absent
Mr. Ike Haynes
Mr. Anthony Charles "Tony" Waits
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, Vice President for General Education and Technology Services Dr. Martha Lou Smith, Director of Development Foundation/Alumni Association Mr. Ernie Lovell, Vice President for Forrest County Operations Dr. Cecil Burt, Director of Public Relations Mr. Chuck Abadie, Vice President for Community and Economic Development Dr. Scott Alsobrooks, Attorney Mr. Martin Smith, and President's Administrative Assistant Ms. Marilyn Dillard

GUESTS: Ms. Tess Smith, Principal, Sumrall High School; PRCC Student Josh Carlan; and Architects Larry Albert and Chris Robinson

Chairman Dale Purvis opened the meeting by welcoming all attendees to today's meeting. P. W. Polk provided the Invocation. After the Invocation and Pledge of Allegiance, the following business was transacted.

Dr. Lewis recognized Dr. Burnett with a plaque for his service to the Board of Trustees. Dr. Burnett is retiring as Superintendent of Education of the Lamar County School District effective June 1, 2014.

Dr. Burnett then recognized and introduced Ms. Tess Smith, Principal of Sumrall High School, who will be replacing Dr. Burnett as Interim Superintendent of Education of the Lamar County School District and will be serving on the PRCC Board of Trustees effective June 1, 2014. Dr. Lewis and the Board of Trustees welcomed Ms. Smith to the Pearl River Community College Board of Trustees.

Dr. Lewis also recognized PRCC Student John Carlan for his accomplishment as winner of the National DECA Competition in the Management Institute Event held recently in Washington, DC. Josh was the highest winner from Mississippi and the first PRCC student to secure a first place DECA win at the national level.

At the request of Dr. Lewis, Larry Albert and Chris Robinson, representing Albert and Associates Architects, presented a power point presentation on the **Forrest County Center Master Plan**. After review and discussion, a motion was made by Frank Ladner to approve and accept the Forrest County Center Master Plan as presented. The motion was seconded by

Herbert Ray Nobles. The vote on the motion was opposed by Sonny Knight. The motion carried.

Chairman Purvis requested approval of the **April 8, 2014, board meeting minutes**. A motion was made by Herbert Ray Nobles, seconded by Tony Waits, to approve the April 8, 2014, board meeting minutes. The motion was unanimous.

Departmental reports were then presented by Dr. Smith, Dr. Burt, Dr. Breerwood, Dr. Alsobrooks, and Mr. Lovell.

In the Financial Reports, Roger Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures for April 30, 2014**. No action was necessary.

Mr. Knight then presented for review and approval the **April 2014 Disbursement Register (Claim Docket) in the amount of \$1,790,181.64**. A motion was made by Frank Ladner, seconded by Craig Robbins, to approve the April 2014 Disbursement Register (Claim Docket) as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Mr. Knight then presented the following **Single Source Item** for purchase:

- Life Fitness for Weight Room Equipment in the M. R. White Coliseum in the amount of \$97,273.89. This purchase will be made with E & I funds. A motion was made by Craig Robbins, seconded by P. W. Polk, to approve the Single Source Item for purchase as stated and defined herein. The motion was unanimous.

Mr. Knight then presented the **Fixed Asset Deletions Report** for approval. This report, in the amount of \$16,925.34, contains various unserviceable electronic and computer items that will be prepared for salvage. A motion was made by Alan Lumpkin, seconded by Tony Waits, to approve said report. The motion was unanimous.

Mr. Knight presented a review of items for the **FY 2014-2015 budget**. The following documents were distributed and discussed: FY 2015 New Required Expenditures, FY 2015 Student Fee Sheet, E & I Budget for FY 2015, Auxiliary Funds for FY 2015, and Restricted Funds for Grants for FY 2015. This was a budget review only and no action by the board was required.

The **PRCC FY 2015 Student Fee Sheet** was presented and discussed by Mr. Knight. After discussion, Mr. Knight requested approval of the FY 2015 Student Fee Sheet. A motion was made by Ike Haynes, seconded by Brian Freeman, to approve said Student Fee Sheet as presented herein. The motion was unanimous. A copy of the FY 2015 Student Fee Sheet is attached hereto as Exhibit "A" and made a part of these official minutes.

The following personnel matters were then presented for board approval and acceptance.

Resignations

- Resignation of **Ms. Joyce Buie** from the position of Instructor of Associate Degree Nursing effective May 15, 2014. A motion was made by P.W. Polk, seconded by Frank Ladner, to accept the resignation of Ms. Buie as presented herein. The motion was unanimous.

- Resignation of **Mr. Matt Gatlin** from the position of Instructor of Practical Nursing (FCC) effective May 30, 2014. A motion was made by Tony Waits, seconded by Teresa Stafford, to accept the resignation of Mr. Gatlin as presented herein. The motion was unanimous.

Recommendations/Transfers

- Recommendation of **Ms. Kira Arthurs** for the position of Instructor of Sociology (Poplarville Campus 3/5) / Hancock Center 2/5 effective August 11, 2014. A motion was made by Alan Lumpkin, seconded by Tony Waits, to accept the recommendation of employment of Ms. Arthurs as presented herein. The motion was unanimous.
- Recommendation of **Ms. Cynthia Wetzel** for the position of Public Services Librarian effective July 1, 2014. A motion was made by Herbert Ray Nobles, seconded by Sonny Knight, to accept the recommendation of employment of Ms. Wetzel as presented herein. The motion was unanimous.
- Recommendation of **Ms. Amy Branch** for the position of Instructor of Health Information Technology effective May 14, 2014. A motion was made by P. W. Polk, seconded by Frank Ladner, to approve and accept the recommendation of Ms. Branch as presented herein. The motion was unanimous.
- Transfer of **Ms. Michelle Wilson** for the position of Special Populations Coordinator (FCC) effective July 1, 2014. This recommendation is made pending Ms. Wilson's certification for this position.
- Transfer of **Ms. Julie Pierce** for the position of Instructor of Developmental English (FCC) effective August 11, 2014.

A motion was made by Don Welsh, seconded by Tony Waits, to approve the employment transfers of Ms. Wilson and Ms. Pierce as presented herein. The motion was unanimous.

Dr. Lewis presented the following transfers and position deletion:

- Transfer of **Dr. Jennifer Seal** from the position of Director of Institutional Research to the position of Vice President for Planning and Institutional Research effective July 1, 2014. A motion was made by Craig Robbins, seconded by Brian Freeman, to approve the employment transfer of Dr. Seal as stated herein. The motion was unanimous.
- Transfer of **Ms. Tonia Moody** from the position of Admissions Specialist and ADA/Civil Rights Coordinator to the position of Director of Admissions and Records effective July 1, 2014. The position of Vice President of Enrollment (held by Mr. Dow Ford) will be eliminated effective July 1, 2014. Upon Mr. Ford's retirement effective July 1, 2014, this position will no longer be necessary. Responsibilities of this position will be moved to the Director of Admissions and Records. A motion was made by Frank Ladner, seconded by Brian Freeman, to approve the employment transfer of Ms. Moody as presented herein. The vote on the motion was opposed by Sonny Knight. The motion carried.

Legal Matters – There were no legal issues to present to the board today.

Other Business – The following matters were presented for approval:

Dr. Lewis discussed the need to hire a consultant to perform a **Title IX audit for the College's athletic programs** to ensure that the College is in full compliance with all federal Title IX requirements that will include no gender equity issues. He added that the College's Director of Athletics, Jason Francis, prepared a recommendation for consideration on this issue, and his recommendation is that the College employ Good Sports, Inc., of San Diego, California, to perform this audit. Dr. Lewis stated that this firm has a national reputation for performing these types of services, and Mr. Francis has checked with several references and received positive responses. The cost for this service is \$4,000 for the audit and travel. Travel will be capped at \$1,500. Dr. Lewis stated his concurrence with Mr. Francis' recommendation. A motion was made by Tony Waits, seconded by Frank Ladner, to approve the hiring of Good Sports, Inc. to perform a Title IX audit for the College's athletic programs as stated and defined herein. The motion was unanimous.

At the request of Dr. Lewis, Dr. Breerwood presented a power point presentation on the **15-Hour Credit Requirement "15 To Finish" proposal**. Copies of the proposal and power point were distributed to board members. Dr. Breerwood stated that this proposal will require all PRCC students who reside in college housing or those who receive any form of institutional or foundation scholarships must be enrolled in 15 credit hours per semester. Benefits under this proposal will ensure that: students will graduate faster, students will reduce overall student debt, students will pay a flat rate for tuition, and students are less likely to exhaust financial aid. In closing, Dr. Breerwood stated that if approved this proposal will be implemented for the beginning of the January 2015 Spring Semester. After discussion, a motion was made by Herbert Ray Nobles, seconded by Frank Ladner, to approve the "15 To Finish" proposal as presented and defined herein. The motion was unanimous.

In the **President's Report**, Dr. Lewis discussed the following items:

- Discussed board attendance of tomorrow's graduation ceremony. The following board members indicated their interest in attending this year's ceremony: Tony Waits, P. W. Polk, Frank Ladner, Alan Lumpkin, Dale Purvis, and Craig Robbins. The ceremony will be held tomorrow, May 14, at the Lynn Cartledge Multipurpose Center in Hattiesburg. This year's keynote speaker will be Dr. Eric Clark, Executive Director of the Mississippi Community College Board. A luncheon in honor of Dr. Clark will be held immediately following the ceremony in the Woodall Advanced Technology Center.
- Informed board members that Pearl River Community College has been selected as one of 30 schools to be participating in a telephone interview on May 27 for the Aspen Prize.

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

The next meeting of the PRCC Board of Trustees will be held **Tuesday, June 17, 2014**, at 1:00 p.m. in the PRCC Olivia Bender Cafeteria's Board of Trustees Room.

Glenn Dale Purvis, Board Chairman

M. L. "Sonny" Knight, Board Secretary

Exhibit Item(s) for the May 13, 2014 Board of Trustees Meeting Minutes

Exhibit A

FY 2015 Student Fee Sheet

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