

# PEARL RIVER COMMUNITY COLLEGE

## BOARD OF TRUSTEES MEETING MINUTES

October 9, 2012

The Board of Trustees of Pearl River Community College met at 1:00 p.m. on Tuesday, October 9, 2012, for their monthly meeting in the Board of Trustees Room in the West Conference 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 - Absent	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 - Absent	Dr. Gale Harris
Mr. Anthony Charles "Tony" Waits	Mr. Don Welsh
Dr. Ben Burnett - Absent	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, Director of Development Foundation/Alumni Association Mr. Ernie Lovell, Vice President for Forrest County Operations Dr. Cecil Burt, Vice President for Economic and Community Development Dr. Scott Alsobrooks, Vice President for Enrollment Management Mr. Dow Ford, PRCC Board Attorney Mr. Martin Smith, and President's Administrative Assistant Ms. Marilyn Dillard

**GUESTS:** Mr. Shea McNease and Mr. Benny Sellers, Architects with Shows, Dearman & Waits; and Mr. Don McCleskey and Mr. Brian Jones Architects with McCleskey Associates Architects.

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

At the request of Dr. Lewis, Shea McNease and Benny Sellers provided a power point presentation on the **Parking Lot Improvements** for the areas encompassing Crosby Hall and the Alumni House. This scope of work is the continuation of streets and parking lot improvements included in the Master Plan, and it will be funded through the Enlargements and Improvements Fund. This project will require board action during the Buildings and Grounds Committee report.

As requested by Dr. Lewis, Don McCleskey provided a presentation on the **new men's dormitory project** that has been re-designed for re-bidding. The original dormitory plan was a three-story building that did not meet the budget requirements for this project. The redesigned plan is a two-story building that will be submitted for the re-bidding process. This project will require board action during the Buildings and Grounds Committee report.

Dr. Breerwood then presented a power point presentation on the **Spring 2012 Focus Group Committee Summary and Recommendations and Campus Climate Survey** administered to students at all campuses during the 2011 Fall Semester. This survey helps to improve services for students at all campuses.

Chairman Ladner requested approval of the **September 11, 2012, board meeting minutes**. A motion was made by Mr. Waits, seconded by Mr. Dedeaux, to approve the September 11, 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, Mr. Lovell, and Mr. Sonny Knight.

On behalf of the Buildings and Grounds Committee, Sonny Knight, Committee Chair, made a motion to authorize the College to begin the bidding process of the **new men's dormitory project** as presented earlier in today's meeting. The motion was seconded by Craig Robbins, and the motion was unanimous.

Sonny Knight then made a motion to approve and authorize the construction of the **Parking Lot Improvement project** as presented earlier in today's meeting. The motion was seconded by Don Welsh, and the motion was unanimous.

In the financial reports, Roger Knight presented and reviewed the **Reconciled Bank Balances for September 30, 2012**, and the **Statement of Expenditures for September 30, 2012**. No action was necessary.

Mr. Knight then presented for review and approval the **September 2012 Disbursement Register (Claim Docket) in the amount of \$5,079,707.18**. A motion was made by Sonny Knight, seconded by Mr. Dedeaux, to approve the September 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 for approval the **Designation of Applicant Agent** required by the Mississippi Emergency Management Association (MEMA). This form will authorize Roger Knight to execute, for and on behalf of Pearl River Community College, applications for the purpose of obtaining and administering certain federal financial assistance under the Disaster Relief Act of 1974. A motion was made by Mr. Robbins, seconded by Mr. Lumpkin, to approve Roger Knight as the Designation of Applicant Agent. The motion carried.

In Personnel Matters, Roger Knight presented for acceptance the **retirement** of Mr. Eugene Underwood from the position of Custodian effective October 30, 2012. A motion was made by Mr. Waits, seconded by Mr. Dedeaux, to accept the retirement of Mr. Underwood as stated herein. The motion carried.

Mr. Ford presented for approval the **employment** of Ms. Lindsey Wilberding for the position of Recruiter effective October 23, 2012. A motion was made by Mr. Purvis, seconded by Mr. Polk, to approve the employment of Ms. Wilberding as stated herein. The motion carried.

In legal matters, Dr. Lewis reported that an issue has recently been presented to the MACJC President's Association regarding the **"One Contract Rule."** Martin Smith presented the information recently received by the College from Chuck Rubisoff, Assistant Attorney General. Martin stated that the Mississippi Ethics Commission prohibits a state employee from having

more than one employment contract with the same employer. The One Contract Rule allows only one paycheck and one contract per employee even if the employee has responsibilities in multiple areas. After discussion of the One Contract Rule, it was board consensus to authorize Dr. Lewis to develop a policy to be presented to the board by the end of the 2012 Fall Semester.

In Other Business, the following items were discussed:

- Dr. Lewis stated that unless the board has objections, a **No Tobacco Policy** will be developed and presented for board approval by the end of the 2013 Spring Semester. He added that the policy will be implemented at the beginning of the 2013 Fall Semester. The board offered no objections to the development of a No Tobacco Policy.
- Dr. Lewis requested board approval to authorize attendance and funding of the **PRCC Showchoir to travel to New York City next March 2013** to participate in the FAME Showchoir Showcase. He added that Ms. LaDona Tyson is our Director of Choral Music and that this event is by invitation only. Dr. Lewis stated that this will be a great opportunity for the Showchoir students. Funding for this trip will be \$100.00 per student for a total of \$3,000.00. A motion was made by Sonny Knight, seconded by Brian Freeman, to authorize attendance and funding of the trip as stated and defined herein. The motion carried.

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

- The football documentary movie, "Mississippi JUCO – The Toughest Football League in America" will premiere Tuesday, October 23, 2012, at 6:30 p.m. at the Grand Theater in Hattiesburg. Free tickets are available through the PRCC Development Foundation.
- Reminded board members that the December 11, 2012, board meeting has been rescheduled to December 13, 2012. Dr. Lewis stated that the Southern Association of Colleges and Schools' Annual Convention is scheduled for December 9-11, and that he will be attending this convention.
- Announced that a meeting will be scheduled with Lucien Bourgeois (Butler/Snow Law Firm) to discuss the feasibility of refinancing the College's debt while the rates are historically low. This could mean a sizeable savings for the College. A special called meeting or teleconference may be scheduled to request the board's approval on this issue.
- Announced that PRCC was not selected in the top 10 institutions for the 2012 Aspen Prize.

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

The next meeting of the PRCC Board of Trustees will be held Tuesday, November 13, 2012, at 1:00 p.m. in the Board of Trustees Room in the Olivia Bender Cafeteria on the Poplarville Campus.

The official signed minutes are on file in the PRCC President's Office and are available for viewing upon request.