

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

December 10, 2013

The Board of Trustees of Pearl River Community College met Tuesday, December 10, 2013, at 1:00 p.m. for their monthly meeting in the Pearl River Community College Olivia Bender Cafeteria's Board of Trustees Room 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 - Absent	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 Development Foundation/Alumni Association Mr. Ernie Lovell, Vice President for Forrest County Operations Dr. Cecil Burt, Director of Public Relations Mr. Chuck Abadie, and President's Administrative Assistant Ms. Marilyn Dillard

GUESTS: None

Chairman Frank Ladner opened the meeting by welcoming all attendees to today's meeting. Mr. Herbert Ray Nobles provided the Invocation. After the Invocation and Pledge of Allegiance, the following business was transacted.

Chairman Ladner requested approval of the **November 12, 2013, board meeting minutes**. A motion was made by Craig Robbins, seconded by Herbert Ray Nobles, to approve the November 12, 2013, board meeting minutes. The motion was unanimous.

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

In the Financial Reports, Roger Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures for November 30, 2013**. No action was necessary.

Mr. Knight then presented for review and approval the **November 2013 Disbursement Register (Claim Docket) in the amount of \$2,043,149.69**. A motion was made by Alan Lumpkin, seconded by Tony Waits, to approve the November 2013 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 for approval a **single source item for the Dental Assisting Program to Dentsply Rinn** in the amount of \$12,677.00. Purchased items include a DXTTR Adult Plastic Model and a DXTTR Pediatric Model. A motion was made by Sonny Knight, seconded by Tony Waits, to approve the single source item for payment as stated and defined herein. The motion was unanimous.

Mr. Knight then presented the **Fixed Asset Deletions Report** in the amount of \$213,575.33. This report contains various furniture, computer and electronic items that are no longer useable or serviceable and will be prepared for salvaged. A motion was made by Craig Robbins, seconded by P.W. Polk, to approve said Fixed Asset Deletions Report for salvage. The motion was unanimous. The reports as defined herein are on file in the Business Office.

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

Resignations:

- Resignations of **Mr. Jim Jones** from the position of Assistant Football Coach/Wellness Center Assistant effective November 18, 2013; **Ms. Christine Sumrall** from the position of Instructor of Nursing effective December 17, 2013; and **Ms. Erin Martineau** from the position of Mathematics Laboratory Instructor effective December 17, 2013; and **Ms. Melissa Whitfield** from the position of Instructor of English (Hancock Center) effective December 17, 2013.

A motion was made by Tony Waits, seconded by P. W. Polk, to accept said resignations as presented above. The motion was unanimous.

Retirement:

- Retirement of **Mr. Joe Garvin** from the position of Director of Athletics Advisement Center and Adult Student Services effective December 31, 2013.

A motion was made by Brian Freeman, seconded by Alan Dedeaux, to accept said retirement of Mr. Garvin as stated above. The motion was unanimous.

Recommendations:

- **Transfer** of Ms. Tina Coleman from the position of Secretary to the Director of Career-Technical Education (Poplarville) to the position of Student Services Navigator in the Health Information Technology program with an effective date to be determined upon Ms. Coleman's replacement. This is a full-time, temporary grant position and is contingent upon continuation of the TAA grant.
- **Employment** of Ms. Carol Byrd-Brown for the position of Student Services Navigator in the Health Information Technology program effective December 11, 2013. This is a full-time, temporary grant position and is contingent upon continuation of the TAA grant.
- **Employment** of Ms. Rhonda Bosarge for the position of Instructor of Dental Assisting Technology (12 months) effective January 3, 2014.

A motion was made by Herbert Ray Nobles, seconded by Sonny Knight, to approve the transfer and employment of Tina Coleman, Carol Byrd-Brown, and Rhonda Bosarge as stated above. The motion was unanimous.

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

In **Other Business**, Dr. Lewis recommended approval of the Establishment of a new program of study: Health Information Technology. Students who complete the requirements of this two-year career-technical program qualify to graduate with an Associate in Applied Science degree.

A motion was made by Sonny Knight, seconded by Don Welsh, to approve the establishment of the new Health Information Technology program. The motion was unanimous.

In the **President's Report**, Dr. Lewis expressed his concern of low enrollment for the 2014 spring semester. He added that enrollment numbers are being closely monitored at this time.

Dr. Lewis also reported on another good news article for the college. Create A Career recently named Pearl River Community College as the top 23rd Best Community College in the United States.

In closing, Chairman Ladner reported that the Board Officer's Nomination Committee, consisting of Herbert Ray Nobles, Alan Dedeaux, Tony Waits (Chair), Dr. Ben Burnett, Al Brooks, and Alan Lumpkin, met today prior to the board meeting. The committee's recommendations for board officers for the next two years (January 2014 through December 2015) are Dale Purvis, Chairman; Brian Freeman, Vice Chairman; and Sonny Knight, Secretary. Chairman Ladner asked for additional nominations from the board. There being no other nominations forthcoming, a motion was made by Herbert Ray Nobles, seconded by Dr. Ben Burnett, to approve the Committee's officer recommendations as presented and stated herein. The motion was unanimous.

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

The next meeting of the PRCC Board of Trustees will be held **Tuesday, January 14, 2014**, at 1:00 p.m. in the Olivia Bender Cafeteria's Board of Trustees Room on the Poplarville Campus.

Frank Ladner, Board Chairman

M. L. "Sonny" Knight, Board Secretary

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.