

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

October 8, 2013

The Board of Trustees of Pearl River Community College met Tuesday, October 8, 2013, at 1:00 p.m. for their monthly meeting in the Pearl River Community College Career Education Center on the Forrest County Center Campus in Hattiesburg, Mississippi.

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 - Absent
Mr. Alan Dedeaux - Absent	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, 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, Board Attorney Mr. Martin Smith, and President's Administrative Assistant Ms. Marilyn Dillard

GUESTS: None

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

Chairman Ladner requested approval of the **September 10, 2013, board meeting minutes**. A motion was made by Dr. Ben Burnett, seconded by Brian Freeman, to approve the September 10, 2013, board meeting minutes. The motion was unanimous.

Departmental reports were then presented by Dr. Smith, Dr. Burt, 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 September 30, 2013**. No action was necessary.

Mr. Knight then presented for review and approval the **September 2013 Disbursement Register (Claim Docket) in the amount of \$2,489,046.42**. A motion was made by H. R. Nobles, seconded by Dale Purvis, to approve the September 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 the **Fixed Asset Deletions Reports** in the amounts of \$102,205.83 and \$23,702.15. This report contains various computer and electronic items that are no longer

useable or serviceable and will be prepared for salvaged. A motion was made by Tony Waits, seconded by Al Brooks, 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.

Personnel Matters were then presented for approval and/or acceptance.

The following **employee retirement** was then presented for acceptance:

- Dr. Burt presented the **retirement** of **Ms. Emily Addison** from the position of Instructor of Dental Assisting Technology effective December 31, 2013.

A motion was made by Tony Waits, seconded by P. W. Polk, to accept the employee retirement as presented and defined above. The motion was unanimous.

The following **employee recommendation** was then presented for approval:

- Dr. Alsobrooks presented the **employee recommendation** of **Mr. Steven Rabalais** for the position of Instructor of Health Information Technology. Mr. Rabalais' temporary, full-time employment will be effective November 11, 2013. This recommendation is contingent upon continuation of the TAA grant.

A motion was made by H. R. Nobles, seconded by Dr. Ben Burnett, to approve the employment of Mr. Rabalais as presented and defined above. The motion was unanimous.

In **Legal Matters**, Mr. Smith reported that there are no legal issues to present to the board today.

Under **New Business**, no items were presented to the board today.

In **Other Business**, Dr. Lewis presented the revised **Tobacco On Campus Policy** for approval. If approved, this policy will provide a tobacco-free environment for all campuses effective January 1, 2014. After discussion, a motion was made by Dr. Ben Burnett, seconded by Brian Freeman, to accept and approve said policy as presented. The motion was unanimous. A copy of said Tobacco On Campus Policy is attached hereto as Exhibit "A" and made a part of these official minutes.

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

- The purchase of the Johnson Property (9.2 acres) located adjacent to the Forrest County Center on Highway 49 is officially closed. He added that this additional property will provide additional space for growth and parking.
- The College's reaffirmation on-site visit is scheduled for October 2016. The report for SACS (Southern Association of Colleges and Schools) will be due in a year and a half. Dr. Lewis stated that he and members of the College's SACS Leadership Team will be attending a mandatory SACS meeting to be held January 2014 in Atlanta, Georgia.
- Pearl River Valley Electric Power Association presented the College with a check in the amount of \$72,280.50 for the Round Up for Education program. He added that these funds are designated for student scholarships.
- The Olivia Bender Cafeteria Parking Lot project will be ready for use for Homecoming on Saturday, October 19. Striping and sodding is now underway.

- M. R. White Coliseum construction is progressing but is behind on the completion schedule. The new estimated completion date is March 2014.

In closing, Chairman Ladner stated that he will appoint a Board Officer Nomination Committee at the November board meeting.

There being no further business to come before the Board of Trustees, a motion was made by Sonny Knight, seconded by Dale Purvis, to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held **Tuesday, November 12, 2013**, at 1:00 p.m. in the Olivia Bender Board of Trustees Room on the Poplarville Campus.

Frank Ladner, Board Chairman

M. L. "Sonny" Knight, Board Secretary

Exhibit Items for the October 8, 2013 Board of Trustees Meeting

Exhibit A Tobacco on Campus Policy

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.