

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

April 8, 2014

The Board of Trustees of Pearl River Community College met Tuesday, April 8, 2014, at 1:00 p.m. for their monthly meeting at the Pearl River Community College Hancock Center in Waveland, Mississippi.

TRUSTEES IN ATTENDANCE/ABSENT:

Mr. Dale Purvis, Chairman	Mr. Frank Ladner
Mr. Brian Freeman, Vice Chairman	Mr. Herbert Ray Nobles
Mr. M. L. "Sonny" Knight, Secretary - Absent	Mr. Craig Robbins
Dr. Ben Burnett - Absent	Mr. Albert Brooks - Absent
Mr. Alan Lumpkin	Mr. Alan Dedeaux
Mr. Purvis W. "P.W." Polk, Jr.	Mr. Ike Haynes - Absent
Dr. Gale Harris - Absent	Mr. Anthony Charles "Tony" Waits
Mr. Don Welsh	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, Director of Institutional Effectiveness Dr. Jennifer Seal, Assistant Vice President for the Hancock Center Mr. Raymunda Barnes, and President's Administrative Assistant Ms. Marilyn Dillard

GUESTS: None

Chairman Dale Purvis opened the meeting by welcoming all attendees to today's meeting. Herbert Ray Nobles provided the Invocation. After the Invocation, the following business was transacted.

Dr. Jennifer Seal, Director of Institutional Effectiveness, provided an update for the Board of Trustees regarding the Quality Enhancement Plan (QEP) topic. Since the last update in August 2013, Focus Group meetings were held on all campuses. The Focus Groups were comprised of volunteer faculty, students, staff, and administrators who reviewed all QEP ideas received during the topic solicitation. Dr. Lewis appointed a QEP Topic Selection Committee to review the narrowed topics from the Focus Group discussions to four viable topics. Following institutional data analysis and a study of best practices, the QEP Topic Selection Committee recommended developing a sound, engaging first year experience as the QEP Topic. The President's Cabinet has met and supports the topic. A QEP committee will soon be named to craft a research-based narrative describing the design and implementation for the QEP.

Raymunda Barnes welcomed everyone to the meeting and then provided an update for the Hancock Center. Mr. Barnes stated that the Hancock Center has strengthened its relationship with, K-12 schools, businesses, and the community, but there is a strong need for additional academic course offerings specifically science classes. He added that these course offerings are essential for future growth of the Hancock Center.

Chairman Purvis requested approval of the **March 7, 2014, board meeting minutes**. A motion was made by Herbert Ray Nobles, seconded by Frank Ladner, to approve the March 7, 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 March 31, 2014**. No action was necessary.

Mr. Knight then presented for review and approval the **March 2014 Disbursement Register (Claim Docket) in the amount of \$5,098,496.07**. Mr. Knight stated that over \$3 million of the amount accounted in student refunds. A motion was made by Alan Dedeaux, seconded by Brian Freeman, to approve the March 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 **Fixed Asset Deletions Report** for approval. This report, in the amount of \$43,422.02, contains various unserviceable electronic and computer items that will be prepared for salvage. A motion was made by Herbert Ray Nobles, seconded by Alan Dedeaux, to approve said report. The motion was unanimous.

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

- Tri-Plex Packaging Corporation for the College Yearbook CD (PRCC Public Relations Department) in the amount of \$14,985.00.
- Osage Piping and Fabricating, Inc., for a Supply Coupon Weld Test Bender for Workforce Training in the amount of \$16,500.00.
- Hampden Engineering Corporation for an Industrial Motor Controls Training System for Workforce Training in the amount of \$27,174.00.
- Hampden Engineering Corporation for a Hampden Pneumatic Training for Workforce Training in the amount of \$49,086.00.

A motion was made by Craig Robbins, seconded by Don Welsh, to approve the Single Source Items for purchase as stated and defined herein. The motion was unanimous.

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

Resignation/Non-Renewal

- Non-renewal of **Mr. Jason Hebert** from the position of Instructor of Web Development Technology (3/5) due to the closure of the Web Development Technology program effective May 14, 2014.
- Resignation of **Mr. Steve Rabalais** from the position of Instructor of Health Information Technology effective April 3, 2014.

A motion was made by Tony Waits, seconded by Craig Robbins, to approve the non-renewal of Mr. Hebert and the resignation of Mr. Rabalais as stated and defined herein. The motion was unanimous.

Retirement:

- Dr. Burt recommended acceptance of the retirement of **Ms. Deborah Hewitt** from the position of Special Populations Coordinator (FCC) effective June 30, 2014.
- Dr. Lewis recommended acceptance of the retirement of **Dr. Becky Askew** from the position of Vice President for Planning and Institutional Research effective June 30, 2014.

A motion was made by Herbert Ray Nobles, seconded by Frank Ladner, to accept the retirements of Ms. Hewitt and Dr. Askew as stated and defined herein. The motion was unanimous.

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

Other Business – There were no issues to discuss in Other Business.

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

- Announced that Dr. Askew was selected as the American Association for Women in Community Colleges Mildred Bulpitt Woman of the Year for 2014. She was honored and recognized last week at the AACC Convention in Washington, D.C.
- Briefly discussed the issue of the College moving to a required 15 hour course load for specific students. Dr. Lewis added that this issue will be further discussed at the May board meeting.
- Reported on the closure of the 2014 Legislative Session. Appropriations for community colleges are \$10 million statewide with a 3 percent salary increase for employees.
- A Title IX report will be presented at the May board meeting.
- Reminded board members that the June board meeting will be held June 17 due to a conflict with the MACJC Legislative Workshop.
- Briefly discussed the July board meeting and preferences of holding the meeting at the Beau Rivage or Mary Mahoney's Restaurant in conjunction with the MACJC Trustees Conference. This item will be discussed again at the May 13 board meeting.
- Reminded board members that this year's graduation will be held 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. The following board members indicated their interest in attending this year's ceremony: Brian Freeman, Tony Waits, P. W. Polk, Frank Ladner, Alan Dedeaux, Alan Lumpkin, and Craig Robbins.

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

The next meeting of the PRCC Board of Trustees will be held **Tuesday, May 13, 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

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.