

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

November 11, 2014

The Board of Trustees of Pearl River Community College met Tuesday, November 11, 2014, at 1:45 p.m. for their monthly meeting in the Board of Trustees Room in the Olivia Bender Cafeteria on the Poplarville Campus.

TRUSTEES IN ATTENDANCE/ABSENT:

Mr. Dale Purvis, Chairman	Mr. Frank Ladner
Mr. Brian Freeman, Vice Chairman - Absent	Mr. Herbert Ray Nobles
Mr. M. L. "Sonny" Knight, Secretary	Mr. Craig Robbins
Ms. Tess Smith - Absent	Mr. Albert Brooks
Mr. Alan Lumpkin - Absent	Mr. Alan Dedeaux - Absent
Mr. Purvis W. "P.W." Polk, Jr.	Mr. John Daley
Dr. Gale Harris	Don Welsh
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 General Education and Technology Services Dr. Martha Lou Smith, Director of Public Relations Mr. Chuck Abadie, Director of Development Foundation and Alumni Association Mr. Ernie Lovell, Vice President for Planning and Institutional Research Dr. Jennifer Seal, Vice President for Economic and Community Development Dr. Scott Alsobrooks, Attorney Mr. Martin Smith, and President's Administrative Assistant Ms. Marilyn Dillard

GUEST: Ms. Jennifer Laborde, PRCC Instructor of Nursing

Chairman Dale Purvis opened the meeting by welcoming all attendees and guests to today's meeting. Dr. Gale Harris provided the Invocation. After the Invocation and Pledge of Allegiance, the following business was transacted.

Dr. Lewis recognized and welcomed Ms. Jennifer Laborde to today's meeting. Ms. Laborde observed today's meeting as a class assignment for her graduate school program.

At the request of Dr. Lewis, Dr. Jennifer Seal presented the **PRCC 2013-2014 Strategic Plan and Internal Performance Indicators Final Report and the PRCC 2013-2014 Institutional Planning and Effectiveness Document** for the board's review.

Chairman Purvis requested approval of the **October 14, 2014, board meeting minutes**. A motion was made by Frank Ladner, seconded by Herbert Ray Nobles, to approve the October 14, 2014, board meeting minutes. The motion was unanimous.

Departmental reports were then presented by Dr. Smith, Dr. Alsobrooks, and Ernie Lovell. The Buildings and Grounds Committee had no recommendations for today's meeting.

Dr. Smith provided a report on the **Quality Enhancement Plan (QEP)**. She stated that following college-wide input, the topic of first year student experience has been selected as the topic for the Quality Enhancement Plan (QEP). The QEP Committee (comprised of faculty, office personnel, administrators, and students) has met twice and has additional meetings scheduled in the near future. The group has discussed research related to the topic and is in the

process of reviewing the research to identify best practices for inclusion in a PRCC first year student experience. Feedback and input from the Board is welcomed as the QEP develops.

In the Financial Reports, Roger Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures for October 31, 2014**. No action was necessary.

Mr. Knight then presented for review and approval the **October Disbursement Register (Claim Docket) in the amount of \$4,664,441.94**. A motion was made by Craig Robbins, seconded by Herbert Ray Nobles, to approve the October 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 \$101,046.81, contains various unserviceable electronic and computer items that will be prepared for salvage. A motion was made by Sonny Knight, seconded by Frank Ladner, to approve said report. The motion was unanimous.

Personnel Matters

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

Retirement

- Dr. Smith presented the **retirement of Ms. Alicia Kimball** from the position of Assistant Director of Information Technology effective December 31, 2014. A motion was made by Tony Waits, seconded by Sonny Knight, to accept the retirement of Ms. Kimball as stated herein. The motion was unanimous.

Legal Matters

In legal matters, Mr. Smith reported that he had been in communication with Mr. Lucien Bourgeois, of Butler-Snow, the College's bond council, and had been advised that under rules adopted by the Securities and Exchange Commission, all governmental entities that have municipal bonds outstanding are required to make an annual filing concerning the financial condition of that entity. Mr. Smith then presented a proposed Resolution to be adopted by the Board that sets forth the practice and procedures for such filing and which engages the assistance of Butler-Snow in complying with that requirement. A motion was made by Frank Ladner, seconded by Sonny Knight, to approve the resolution and engaging the assistance of Butler-Snow as stated and defined herein. The motion was unanimous. Said resolution is attached hereto as Exhibit "A" and made a part of these official minutes.

Other Business

No other business was presented.

President's Report

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

- Sonny Knight has been reappointed to the Board of Trustees by the Pearl River County Board of Supervisors. He will serve another five-year term effective January 1, 2015 to December 31, 2019.

- Announced that at the December meeting Dr. Burt will present revisions to the Sexual Harassment Policy and the No Tobacco Policy.
- Congratulations were expressed for Tess Smith who was elected November 11 to complete the unexpired term of Dr. Ben Burnett. Dr. Burnett is a former board member and former Lamar County School District Superintendent of Education.
- Congratulations were also expressed to John Daley who will be in the runoff election November 25 for Superintendent of Education for the Jefferson Davis County School District.
- Reported that the PRCC Wildcat and Lady Wildcat soccer teams completed the season as the 2014 MACJC Region 23 champions.
- Dr. Lewis expressed appreciation to all board members who attended his induction into the USM Hall of Fame November 7.

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

The next meeting of the PRCC Board of Trustees will be held **Thursday, December 11, 2014**, at 1:00 p.m. in the Board of Trustees Room in the Olivia Bender Cafeteria on the Poplarville Campus. Lunch will be served at 12:00 noon prior to the board meeting.

Glenn Dale Purvis, Board Chairman

M. L. "Sonny" Knight, Board Secretary

EXHIBIT ITEMS FOR THE NOVEMBER 11, 2014 BOARD MEETING MINUTES

EXHIBIT A RESOLUTION OF THE BOARD OF TRUSTEES OF THE DISTRICT (THE "DISTRICT") AUTHORIZING THE EMPLOYMENT OF PROFESSIONALS IN CONNECTION WITH THE DISTRICT'S ANNUAL CONTINUING DISCLOSURE FILING REQUIREMENT PURSUANT TO RULE 15C2-12, AS AMENDED FROM TIME TO TIME; AUTHORIZING AND APPROVING THE FORM OF A MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE QUESTIONNAIRE (THE "QUESTIONNAIRE") AND THE FILING OF THE QUESTIONNAIRE WITH THE SECURITIES AND EXCHANGE COMMISSION; AUTHORIZING AND APPROVE THE FORM OF AND ADOPTION OF POLICIES AND PROCEDURES FOR CONTINUING DISCLOSURE/SEC RULE 15C-12 COMPLIANCE; AND FOR RELATED PURPOSES.

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.