

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

April 14, 2015

The Board of Trustees of Pearl River Community College met Tuesday, April 14, 2015, at 1:00 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	Mr. Herbert Ray Nobles
Mr. M. L. "Sonny" Knight, Secretary	Mr. Craig Robbins
Ms. Tess Smith	Mr. Albert Brooks
Mr. Alan Lumpkin - Absent	Mr. Alan Dedeaux - Absent
Mr. Purvis W. "P.W." Polk, Jr.	Mr. Will Russell
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 Roger Knight, Vice President for General Education and Technology Services Dr. Martha Lou Smith, Vice President of the Poplarville Campus and Hancock Center Dr. Adam Breerwood, Director of Public Relations Mr. Chuck Abadie, Director of Development Foundation and Alumni Association Mr. Ernie Lovell, Vice President for Forrest County Operations Dr. Cecil Burt, Vice President of Economic and Community Development, Vice President for Planning and Institutional Research Dr. Jennifer Seal, 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 and Pledge of Allegiance, the following business was transacted.

At the request of Dr. Lewis, Dr. Smith provided a brief updated report on the Quality Enhancement Plan (QEP). Dr. Smith stated that the QEP is the College's 10 year plan of action entitled First Year Student Experience and focuses on four main areas of on student learning. The QEP is an accreditation requirement by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Chairman Purvis requested approval of the **March 17, 2015 board meeting minutes**. A motion was made by Frank Ladner, seconded by Herbert Ray Nobles, to approve the March 17, 2015 board meeting minutes. The motion was unanimous.

Departmental reports were presented by Dr. Smith, Dr. Burt, Dr. Breerwood, Dr. Alsobrooks, and Ernie Lovell.

Financial Reports:

In the Financial Reports, Roger Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures for March 31, 2015**. No action was necessary.

Mr. Knight presented for review and approval the **March 2015 Disbursement Register (Claim Docket) in the amount of \$3,990,010.89**. A motion was made by Craig Robbins, seconded by Brian Freeman, to approve the March 2015 Disbursement Register (Claim Docket) as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Mr. Knight presented a **Single Source Item** from Global Training and Improvement Solutions for various curriculum instructor books and student workbooks for Workforce Education in the amount of \$10,438.25. A motion was made by Herbert Ray Nobles, seconded by Tony Waits, to approve said Single Source Item for purchase. The motion was unanimous.

Mr. Knight presented the **March 2015 Fixed Asset Deletions Report** in the amount of \$27,322.76 for approval. Said report contains various non-serviceable computer/electronic items which will be prepared for salvage. A motion was made by Frank Ladner, seconded by Sonny Knight, to approve the March 2015 Fixed Asset Deletions Report. The motion was unanimous. Said report is on file in the PRCC Business Office.

Personnel Matters

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

Resignations and Retirements presented by Dr. Burt:

- Resignation of Ms. Mecklin Stevens from the position of Instructor of English effective June 30, 2015;
- Retirement of Mr. James Patterson from the position of Instructor of Welding Technology effective May 14, 2015;
- Retirement of Ms. Kay Holston from the position of Financial Aid Secretary effective June 30, 2015;
- Retirement of Mr. William Ricky Draughn from the position of Maintenance Supervisor effective April 30, 2015.

A motion was made by Tony Waits, seconded by Craig Robbins, to accept the resignations and retirements as presented herein by Dr. Burt. The motion was unanimous.

Resignation presented by Dr. Smith:

- Resignation of Mr. Rance Bedwell from the position of Senior Systems Analyst effective April 18, 2015.

A motion was made by Tony Waits, seconded by Brian Freeman, to accept the resignation of Mr. Bedwell as presented by Dr. Smith. The motion was unanimous.

Retirement presented by President Lewis:

- Retirement of Dr. Cecil Burt from the position of Vice President for Forrest County Operations effective June 30, 2015.

A motion was made by Herbert Ray Nobles, seconded by Brian Freeman, to accept the retirement of Dr. Burt as presented by President Lewis. The motion was unanimous.

Retirements presented by Dr. Alsobrooks:

- Retirement of Ms. Melinda Spiers from the position of Instructor of Associate Degree Nursing effective May 15, 2015;
- Retirement of Ms. Carol Williams from the position of Instructor of Marketing and Management Technology (3/5) and Public Relations/Marketing Coordinator (2/5) effective May 31, 2015.

A motion was made by Craig Robbins, seconded by Dr. Gale Harris, to accept the retirements of Ms. Spiers and Ms. Williams as presented by Dr. Alsobrooks. The motion was unanimous.

Retirements presented by Dr. Breerwood:

- Retirement of Mr. Mike Berner from the position of Campus Police Officer effective March 31, 2015;
- Retirement of Dr. Aleta Sullivan from the position of Instructor of Biology effective May 31, 2015;
- Retirement of Ms. Ladeen Hubbell from the position of Instructor of Biology effective May 14, 2014;
- Retirement of Mr. Archie Rawls from the position of Department Chair/Instructor of Music and Director of the Brownstone Performing Arts Center effective June 30, 2015.

A motion was made by Dr. Gale Harris, seconded by Herbert Ray Nobles, to accept the retirements of Mr. Berner, Dr. Sullivan, Ms. Hubbell, and Mr. Rawls as presented by Dr. Breerwood. The motion was unanimous.

Recommendations presented by Dr. Breerwood:

- Recommendation of employment of Mr. Scotty Fletcher for the position of Women's Basketball Coach (3/5) / Athletic Advisor (1/5) / Instructor of HPR (1/5) effective April 6, 2015.

A motion was made by Dr. Gale Harris, seconded by Herbert Ray Nobles, to approve the employment recommendation of Mr. Fletcher as presented by Dr. Breerwood. The motion was unanimous.

Legal Matters

There were no **legal matters** to be presented at today's board meeting.

Other Business

Legal Counsel: Dr. Lewis stated that the Board Attorney Selection Committee consisting of Brian Freeman (Committee Chair), Frank Ladner, Tony Waits, Dale Purvis, Alan Lumpkin, Craig Robbins, and President William Lewis (Ex-Officio) recently met to discuss the process of selecting a board attorney. Recommendations were requested from board members. The committee will

meet again to begin the process of presenting a recommendation for the board's consideration and approval.

Poplarville Campus Courtyard Project: Dr. Lewis requested the board's approval to begin the advertising of bids for the Courtyard Addition Project for the Poplarville Campus. This project is being funded in large part by a grant from the Mississippi Department of Transportation (MDOT), and the College is providing 20 percent in matching funds which is included in the 2015 budget. Shows, Dearman and Waits Engineering is in charge of this project and they have requested permission to advertise for the receipt of construction bids. A motion was made by Herbert Ray Nobles, seconded by Craig Robbins, to approve the advertisement of bids for the Courtyard Project as stated and defined by Dr. Lewis. The motion was unanimous.

President's Report

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

Provided an updated report and funding plans for the Mathematics and Sciences Building Project. Dr. Lewis requested board approval to proceed with the design phase of the project and to begin a fundraising campaign to secure funds for this project. He added that the pre-planning of the building has been approved by the Building and Grounds Committee. A motion was made by Herbert Ray Nobles, seconded by Frank Ladner, to approve proceeding with the construction/renovation of this project and to begin the necessary fundraising efforts. The motion was unanimous.

At this time, a motion was made by Dr. Gale Harris, seconded by Herbert Ray Nobles, to **consider entering into Executive Session** to discuss a personnel matter. The motion was unanimous.

A motion was then made by Frank Ladner, seconded by Tony Waits, to **remain in Executive Session**. The motion was unanimous.

A motion was made by Craig Robbins, seconded by Frank Ladner, to **exit Executive Session**.

The meeting then returned to Open Session.

There was no action taken during the Executive Session.

President-Elect: The board then opened a discussion concerning the necessity to appoint a president-elect for the College. After discussion, Herbert Ray Nobles made a motion to appoint Dr. Adam Breerwood, Vice President of the Poplarville Campus and Hancock Center, as the College's president-elect effective today's date of April 14, 2015, and that Dr. Breerwood will succeed President William Lewis upon his retirement at a date of his choosing. The motion was seconded by Frank Ladner, and the motion was unanimous.

President's Performance Evaluation: Frank Ladner, chair of the President's Performance Evaluation Committee, reported that Dr. Lewis's performance evaluation was a very good and positive evaluation. On behalf of the committee and board of trustees, Mr. Ladner expressed his appreciation to Dr. Lewis for his excellent leadership of the College.

Adjournment: There being no further business to come before the Board of Trustees, a motion was made by Craig Robbins, seconded by Frank Ladner, to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held **Tuesday, May 12, 2015**, 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

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.