

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

February 10, 2015

The Board of Trustees of Pearl River Community College met Tuesday, February 10, 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. Brian Freeman, Vice Chairman
Mr. M. L. "Sonny" Knight, Secretary
Ms. Tess Smith - Absent
Mr. Alan Lumpkin
Mr. Purvis W. "P.W." Polk, Jr.
Dr. Gale Harris
Mr. Anthony Charles "Tony" Waits

Mr. Frank Ladner
Mr. Herbert Ray Nobles
Mr. Craig Robbins
Mr. Albert Brooks
Mr. Alan Dedeaux
Mr. Will Russell
Don Welsh
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, Assistant Vice President for Forrest County Operations Dr. Jana Causey, Vice President for Planning and Institutional Research Dr. Jennifer Seal, Attorney Mr. Martin Smith, and President's Administrative Assistant Ms. Marilyn Dillard

GUESTS: No guests.

Chairman Dale Purvis 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.

Dr. Lewis recognized Dr. Jennifer Seal who provided a report on the 2015 Women's Health Symposium held at the College January 31, 2015. Dr. Seal stated this year's event was extremely successful and attended by more than 500 participants. Next year's event will be held January 30, 2016, and tickets will be available November 2, 2015.

Dr. Lewis requested approval of the January 13, 2015 meeting minutes as corrected and amended. Chairman Purvis requested a motion for approval. The motion was made by Craig Robbins, seconded by Frank Ladner, to approve the January 13, 2015, board meeting minutes as corrected and amended. The motion was unanimous.

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

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

Mr. Knight presented for review and approval the **January 2015 Disbursement Register (Claim Docket) in the amount of \$2,167,522.28**. A motion was made by Craig Robbins, seconded by Herbert Ray Nobles, to approve the January 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 for approval a **single source item** for purchase from Irby in the amount of \$5,373.83 for an industrial training kit for the Instrumentation Program. A motion was made by Frank Ladner, seconded by Herbert Ray Nobles, to approve the single source item for purchase as stated and defined herein. The motion was unanimous.

Mr. Knight presented an **emergency purchase** for a compressor replacement pump for the Dental Hygiene Program in the amount of \$5,610.00. A motion was made by Alan Lumpkin, seconded by Brian Freeman, to approve the emergency purchase as stated and defined herein. The motion was unanimous.

Mr. Knight presented the **February 2015 Fixed Asset Deletions Report** for approval. Said report contains various non-serviceable grounds equipment items, vehicles, and computer/electronic items which will be prepared for salvage. A motion was made by Craig Robbins, seconded by P. W. Polk, to approve the February 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:

- Dr. Causey presented the retirement of **Ms. Susan Bedwell** from the position of Department Chair/Instructor of Practical Nursing (FCC) effective February 27, 2015. A motion was made by Tony Waits, seconded by Frank Ladner, to approve and accept Ms. Bedwell's retirement as stated. The motion was unanimous.
- Mr. Knight presented the retirements of **Ms. Frances Rawls** from the position of Bookstore Manager effective February 28, 2015, and **Ms. Ann Lewis** from the position of Records Clerk (Poplarville Admissions Office) effective March 31, 2015. A motion was made by Herbert Ray Nobles, seconded by Tony Waits, to approve and accept the retirements of Ms. Rawls and Ms. Lewis as stated. The motion was unanimous.
- Dr. Alsobrooks presented the retirements of **Ms. Carlene Hague** from the position of Admissions Secretary Department of Nursing Education effective May 29, 2015; **Mr. Barry Upton** from the position of Director of Adult Education effective March 31, 2015; and **Ms. Ella Mae Penton** from the position of Instructor of Associate Degree Nursing effective May 14, 2015. A motion was made by Brian Freeman, seconded by Alan Dedeaux, to approve and accept the retirements of Ms. Hague, Mr. Upton, and Ms. Penton as stated. The motion was unanimous.
- Dr. Causey presented the position transfer of **Ms. Melissa Bryant** to the position of Department Chair of Practical Nursing which is in addition to her current position of Instructor of Practical Nursing (FCC) effective March 1, 2015. A motion was made by Craig Robbins, seconded by P. W. Polk, to approve the transfer of Ms. Bryant as stated. The motion was unanimous.
- Dr. Causey presented the position transfer of **Mr. Adam Purvis** from the position of G Instructor of Practical Nursing (Dual Enrollment)(12 months) to the position of Instructor of Practical Nursing (FCC) effective March 1, 2015. A motion was made by Tony Waits, seconded by Brian Freeman to approve the transfer of Mr. Purvis as stated. The motion was unanimous.
- Mr. Knight presented the position transfer of **Ms. Candace Harper** from the position of Coordinator of Alumni Services and Foundation Administrative Assistant to the position

Director of Bookstore Services effective April 1, 2015. A motion was made by Tony Waits, seconded by Craig Robbins, to approve the transfer of Ms. Harper as stated. The motion was unanimous.

Legal Matters

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

Executive Session

Dr. Lewis requested the need for an Executive Session to discuss a confidential student issue. A motion was then made by Tony Waits, seconded by Craig Robbins, to **consider entering** Executive Session. The motion was unanimous.

A motion was made by Frank Ladner, seconded by Alan Lumpkin, to **enter into and remain in** Executive Session. The motion was unanimous.

A motion was made by Herbert Ray Nobles, seconded by Tony Waits, to **exit** Executive Session. The motion was unanimous.

The meeting then returned to open session. There was no action taken during the Executive Session.

Other Business

Dr. Jennifer Seal presented the **PRCC 2015-2016 Mission Statement, Strategic Goals, and Internal Performance Indicators**. Minor revisions to the Strategic Goals were reviewed and discussed with the Board of Trustees. Dr. Lewis requested board approval of the PRCC 2015-2016 Mission Statement, Strategic Goals, and Internal Performance Indicators as presented. A motion was made by Alan Lumpkin, seconded by Brian Freeman, to approve the PRCC 2015-2016 Mission Statement, Strategic Goals, and Internal Performance Indicators as presented and defined. The motion was unanimous. Said document is on file in the Office of Planning and Institutional Research and will be available for viewing on the PRCC website.

President's Report

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

- Provided a reminder of the 2015 Graduation Commencement Ceremony to be held Thursday, May 14, 2015, at 10:00 a.m. in the Marvin R. White Coliseum.

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

The next meeting of the PRCC Board of Trustees will be held **Tuesday, March 17, 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.

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.