

# PEARL RIVER COMMUNITY COLLEGE

## BOARD OF TRUSTEES MEETING MINUTES

**June 9, 2015**

The Board of Trustees of Pearl River Community College met Tuesday, June 9, 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 - Absent	Mr. Herbert Ray Nobles
Mr. M. L. "Sonny" Knight, Secretary - Absent	Mr. Craig Robbins - Absent
Ms. Tess Smith	Mr. Albert Brooks - Absent
Mr. Alan Lumpkin	Mr. Alan Dedeaux
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 Dr. Scott Alsobrooks, Vice President for Planning and Institutional Research Dr. Jennifer Seal, PRCC Board Attorney Mr. Buddy McDonald, and President's Administrative Assistant Ms. Marilyn Dillard

### **GUESTS: None**

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

Chairman Purvis requested approval of the **May 12, 2015 board meeting minutes**. A motion was made by Herbert Ray Nobles, seconded by Tony Waits, to approve the May 12, 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 May 31, 2015**. No action was necessary.

Mr. Knight presented for review and approval the **May 2015 Disbursement Register (Claim Docket) in the amount of \$1,542,629.94**. A motion was made by Tony Waits, seconded by Alan

Dedeaux, to approve the May 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 the following **Single Source Items**:

- Pace Learning Systems, Inc. for an **At Your Own Pace System curricula for the Adult Education Department**, Lab in the amount of \$6,398.60. A motion was made by Tony Waits, seconded by Frank Ladner, to approve said Single Source Item for purchase. A single source letter is on file from this vendor. The motion was unanimous.
  
- Approval of a single source lighting request to the Mississippi Department of Transportation for a restrictive bid specification for the **Extension of the Pedestrian Commons Project**. This is to ensure that all decorative fixtures will be standard throughout the pedestrian commons project. A motion was made by Alan Lumpkin, seconded by Tony Waits, to approve the single source lighting request for the Extension of the Pedestrian Commons Project as presented and defined. The motion was unanimous.

Mr. Knight presented the **June 2015 Fixed Asset Deletions Report** in the amount of \$5,886.36 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 Herbert Ray Nobles, to approve the June 2015 Fixed Asset Deletions Report. The motion was unanimous. Said report is on file in the PRCC Business Office.

Mr. Knight presented the **FY2016 PRCC Student Fee Sheet** for approval. A motion was made by P. W. Polk, seconded by Tony Waits, to approve the FY2016 PRCC Student Fee Sheet as presented. The motion was unanimous.

Mr. Knight presented the **FY2016 Faculty Salary Schedule** for approval. A motion was made by Will Russell, seconded by Alan Lumpkin, to approve the FY2016 Faculty Salary Schedule as presented. The motion was unanimous.

Mr. Knight then presented the **FY2016 Budget** for approval. A motion was made by Don Welsh, seconded by Will Russell, to approve the FY2016 Budget. The motion was unanimous.

### **Personnel Matters**

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

### **Resignations presented by Dr. Alsobrooks:**

- Resignation of Ms. Raye Lynn Arbo from the position of G Instructor of Practical Nursing Dual Enrollment effective July 1, 2015.

A motion was made by Tony Waits, seconded by Frank Ladner, to approve and accept the resignation of Ms. Arbo as presented. The motion was unanimous.

**Retirements presented by Dr. Breerwood:**

- Retirement of Ms. Elaine Smith from the position of Curriculum Planning Specialist effective June 30, 2015.

A motion was made by Frank Ladner, seconded by Will Russell, to accept the retirement of Ms. Smith as presented herein by Dr. Breerwood. The motion was unanimous.

**Non-Renewal of Employment Contracts presented by President Lewis:**

Non-renewal of employment contracts for FY2015-2016 for Ms. Melody Bedwell, Ms. Mary Bolton, Mr. Jason Brown, Mr. Toby Bush, Ms. Debbie Fairley, Mr. Jim Hewlett, Mr. Marcus Jordan, and Ms. Tourqous Webb.

A motion was made by Frank Ladner, seconded by Alan Dedeaux, to approve of the non-renewal of employment contracts as presented and recommended herein by President Lewis. The motion was unanimous.

**Recommendations and Transfers presented by Dr. Breerwood:**

- Recommendation of Ms. Shakira Nettles for the position of Assistant Women's Basketball Coach (2/5) / Counseling Center Advisor (3/5) (12 Months) effective July 1, 2015.
- Recommendation of Mr. Jonathan Morris for the position of Mathematics Laboratory Instructor (50%) / Instructor of Mathematics (50%) effective August 10, 2015.
- Recommendation of Mr. Stephen Sorrells for the position of Assistant Football Coach (2/5) / Student Services Assistant (3/5) effective July 1, 2015.

A motion was made by Tony Waits, seconded by Will Russell, to accept the recommendations of Ms. Nettles, Mr. Morris, and Mr. Sorrells as presented herein by Dr. Breerwood. The motion was unanimous.

- Transfer of Dr. Kyle Hill from the position of Director of Bands and Instructor of Music to the position of Chair of the Department of Fine Arts and Communication and Director of Bands effective July 1, 2015.
- Transfer of Ms. Leah Blossman from the position of Mathematics Laboratory Instructor to the position of Mathematics Laboratory Coordinator (50%) / Instructor of Mathematics (50%) effective August 10, 2015.
- Transfer of Mr. Derrick LeBlanc from the position of Assistant Football Coach (Part-Time) to the position of Assistant Football Coach (2/5) / Student Services Assistant (3/5) effective July 1, 2015.

A motion was made by Herbert Ray Nobles, seconded by Tony Wait, to approve the position transfers of Dr. Hill, Ms. Blossman, and Mr. LeBlanc as stated and defined by Dr. Breerwood. The motion was unanimous.

**Recommendations and Transfer presented by Dr. Alsobrooks:**

- Recommendation of Mr. Tyrone McLaurin for the position of Instructor of Barbering effective August 1, 2015.
- Recommendation declined by Ms. Michelle Bradley for the position of G Instructor of Practical Nursing Dual Enrollment effective July 1, 2015.
- Recommendation of Ms. Nancy Gilbert for the position of G Instructor of Practical Nursing Dual Enrollment (2/5) effective June 8, 2015.
- Recommendation of Mr. Rodney Clark for the position of Instructor of Drafting and Design Technology effective August 1, 2015.

A motion was made by Will Russell, seconded by Alan Dedeaux, to approve the recommendations and transfer as presented herein. The motion was unanimous.

- Recommendation of Dr. Edward Pinero for the position of Director of Career-Technical Education Programs effective July 1, 2015.

A motion was made by P. W. Polk, seconded by Don Welsh, to approve the recommendation of Dr. Pinero as defined herein. The motion was unanimous.

- Transfer of Ms. Delana Harris from the position of Instructor of Business Marketing/Management Technology to the position of Director of Recruitment and Marketing effective July 1, 2015.
- Transfer of Ms. Ruby Smith from the position of G ABE/GED Instructor (Hattiesburg) to the position of G ABE/GED Instructor (Poplarville) effective July 1, 2015.
- Transfer of Ms. Amber Floyd from the position of G Administrative Assistant to Adult Basic Education/GED (FCC) to the position of G ABE Testing Clerk effective July 1, 2015.

A motion was made by Herbert Ray Nobles, seconded by Tony Waits, to approve of the employee transfers as stated and defined herein. Dr. Gale Harris abstained from voting on the motion. The motion carried.

**FY2016 Personnel Recommendations:**

President Lewis recommended approval of the **FY2016 Personnel Recommendations** list as presented and provided to all board members. A motion was made by Frank Ladner, seconded by Herbert Ray Nobles, to approve of the FY2016 Personnel Recommendations. The motion was unanimous.

**Legal Matters**

At this time, a motion was made by Dr. Gale Harris, seconded by Tony Waits, to **consider entering** Executive Session to discuss legal matters. The motion was unanimous.

A motion was then made by Frank Ladner, seconded by Alan Dedeaux, to **enter into** Executive Session. The motion was unanimous.

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

The meeting then returned to Open Session. No action was taken during Executive Session.

### **Other Business**

**MACJC Trustees Conference: Dr. Lewis reminded board members about the MACJC Trustees Conference to be held July 10-12, 2015.** The July board meeting was discussed being held concurrently during the conference. Dr. Lewis stated that the Oaks Board Room at the Beau Rivage will be available for the meeting at 1:00 p.m. on Friday, July 10, if the board chooses to hold the meeting at this time. It was consensus of the board to hold the July board of trustees meeting on Friday, July 10, 2015, at the Beau Rivage Resort.

### **President's Report**

There were no items to discuss at this time.

### **Adjournment**

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

The next meeting of the PRCC Board of Trustees will be held **Friday, July 10, 2015**, at 1:00 p.m. in the Beau Rivage Oaks Board Room in Biloxi, Mississippi.

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Glenn Dale Purvis, Board Chairman

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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.