

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

March 17, 2015

The Board of Trustees of Pearl River Community College met Tuesday, March 17, 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	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 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. Craig Robbins provided the Invocation. After the Invocation and Pledge of Allegiance, the following business was transacted.

Chairman Purvis requested approval of the **February 10, 2015 meeting minutes**. A motion was made by Frank Ladner, seconded by Herbert Ray Nobles, to approve the February 10, 2015. The motion was unanimous.

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

In the Financial Reports, Roger Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures for February 28, 2015**. No action was necessary.

Mr. Knight presented for review and approval the **February 2015 Disbursement Register (Claim Docket) in the amount of \$1,554,264.16**. A motion was made by Herbert Ray Nobles, seconded by Sonny Knight, to approve the February 2015 Disbursement Register (Claim Docket) as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Personnel Matters

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

Resignations presented by Dr. Smith and Dr. Breerwood:

- Mr. Al Cranford from the position of Academic Computer Laboratory Supervisor effective June 10, 2015;
- Mr. Jason Bordelon from the position of Systems Analyst II effective March 2, 2015;
- Mr. Eric Reid from the position of Webmaster effective March 2, 2015;
- Mr. Jeff Speed from the position of Systems Administration Manager effective March 2, 2015;
- Mr. Thomas Strahan from the position of Information Technology Systems Analyst effective March 6, 2015;
- Mr. Keeath Magee from the position of Assistant Football Coach/Wellness Center Assistant effective February 27, 2015;
- Mr. Willie Garza from the position of Assistant Football Coach/Wellness Center Assistant effective March 8, 2015.

Dr. Smith stated that Jason Bordelon, Eric Reid, Jeff Speed, and Thomas Strahan has resigned from the College for the purpose of transitioning to Ellucian, the College's information technology provider.

A motion was made by Sonny Knight, seconded by Frank Ladner, to approve the resignations as presented herein by Dr. Smith and Dr. Breerwood. The motion was unanimous.

Retirements presented by President Lewis:

- Ms. Gwen Smith from the position of Director of Career-Technical Education effective July 1, 2015.
- Mr. Eddy Gammel from the position of Department Chair/Instructor of Drafting and Design Technology effective May 14, 2015.

A motion was made by Herbert Ray Nobles, seconded by Sonny Knight, to approve the retirements as presented herein by President Lewis. The motion was unanimous.

Recommendations presented by Dr. Burt:

- Ms. Sherri McDonald for the position of G Instructor of Practical Nursing (Dual Enrollment) (12 Months) at the Forrest County Center effective April 1, 2015.

A motion was made by Sonny Knight, seconded by Brian Freeman, to approve the employee recommendation of Ms. McDonald as presented herein by Dr. Burt. 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 with the recent passing of Board Attorney Martin Smith, there is a need for legal counsel for the College and Board of Trustees. Following discussion on this matter, Chairman Purvis appointed the following board members to serve on the Attorney Selection Committee: Brian Freeman (Committee Chair), Frank Ladner, Tony Waits, Dale Purvis, Alan Lumpkin, Craig Robbins, and President William Lewis (Ex-Officio). Chairman Purvis stated that the selection committee will meet and bring recommendations to the board. A motion was

made by Sonny Knight, seconded by Herbert Ray Nobles, to approve a selection committee and to approve the selection committee members as stated and defined herein. The motion was unanimous.

2015 Summer Work Schedule: Dr. Lewis recommended the approval of the 2015 Summer Work Schedule. He stated that as in years past, the schedule will allow the College to operate on a Monday through Thursday schedule beginning June 1 through July 31, 2015, with office hours extended so that employees are working the same number of hours during the four-day summer schedule as they do during the regular school year when offices are open five days per week. This schedule has consistently proven to provide a substantial cost-savings for the College and for employees who do not reside in the immediate Poplarville area. A motion was made by Craig Robbins, seconded by Tony Waits, to approve the 2015 Summer Work Schedule as presented and defined herein. The motion was unanimous.

Dr. Lewis stated that a permanent four-day schedule would provide numerous benefits for the College, faculty, staff, and students. He suggested that the board think about this issue and discuss it at a future board meeting.

President's Performance Evaluation: Chairman Purvis stated that all board members were provided a copy of the President's Performance Evaluation in today's meeting folders. He added that the evaluation rating scale is from 1 to 5 with a one being the best answer and a 5 being the worst answer. Self-addressed, stamped envelopes have been provided to return the compiled evaluations to Marilyn Dillard. The evaluations will be compiled for the April 14 board meeting. Chairman Purvis selected the following board members to serve on the President's Performance Evaluation Committee: Frank Ladner (Chair), Craig Robbins, P. W. Polk, Sonny Knight, Brian Freeman, and Dale Purvis. A motion was made by Sonny Knight, seconded by Craig Robbins, to approve of the selection of the President's Performance Evaluation Committee as stated herein. The motion was unanimous.

President's Report

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

- Stated that the Mississippi Symphony Orchestra will perform at the Ethel Holden Brownstone Center for the Arts March 24 at 7:30 p.m.
- The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Visiting Committee will be on campus October 27-29, 2015.
- The Budget and Personnel Committee will meet prior to the April 14, 2015 board meeting.
- The 2015 Graduation Commencement Ceremony will be held Thursday, May 14, 2015, at 10:00 a.m. in the Marvin R. White Coliseum. Governor Phil Bryant has been issued an invitation to be the keynote speaker.

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

The next meeting of the PRCC Board of Trustees will be held **Tuesday, April 14, 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.