

# PEARL RIVER COMMUNITY COLLEGE

## BOARD OF TRUSTEES MEETING MINUTES

**April 12, 2016**

The Board of Trustees of Pearl River Community College met Tuesday, April 12, 2016, at 1:00 p.m. for their monthly meeting in the Olivia Bender Cafeteria's Board of Trustees Room on the Pearl River Community College Campus in Poplarville, Mississippi.

### **ALL TRUSTEES IN ATTENDANCE/ABSENT:**

Mr. Alan Lumpkin, Chairman	Mr. Frank Ladner
Mr. Alan Dedeaux, Vice Chairman - Absent	Mr. Herbert Ray Nobles
Mr. M. L. "Sonny" Knight, Secretary	Ms. Wendy Bracey
Ms. Tess Smith	Mr. Donnie Williamson
Mr. Dale Purvis	Mr. Brian Freeman - Absent
Mr. Purvis W. "P.W." Polk, Jr.	Mr. Will Russell
Dr. Gale Harris	Mr. 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, Director of Public Relations Mr. Chuck Abadie, Vice President for Education and Technology Services Dr. Martha Lou Smith, Vice President for the Poplarville Campus and Hancock Center Dr. Adam Breerwood, Executive Director of Development Foundation/Alumni Association Mr. Ernie Lovell, Vice President for Forrest County Operations Dr. Jana Causey, Vice President for Planning and Institutional Research Dr. Jennifer Seal, PRCC Board Attorney Bill Cruz, and President's Administrative Assistant Ms. Marilyn Dillard

### **Invocation and Pledge**

Chairman Lumpkin opened the meeting by welcoming all attendees to today's meeting. Wendy Bracey provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

### **Welcome/Guests**

Dr. Tara Rouse, PRCC Wellness Center Director, Ms. Sheila Grogan representing Blue Cross Blue Shield Foundation of Mississippi, and Dr. Ryan Ruckel, PRCC Instructor of Humanities and Social Sciences

### **Presentations**

Dr. Tara Rouse and Sheila Grogan provided an update on the grant award from **Blue Cross Blue Shield Foundation of Mississippi**. Dr. Rouse reported that the grant provides funding to establish a bike program for the campus. She reported that the Bike Kick Off will be held this afternoon at 3:00 p.m.

Dr. Ryan Ruckel provided a report on the recent awards for the Phi Theta Kappa Chapter at the Forrest County Center.

### Approval of Minutes

Chairman Lumpkin requested approval of the **March 8, 2016 board meeting minutes**. A motion was made by Frank Ladner, seconded by Tony Waits, to approve the March 8, 2016 board meeting minutes. The motion was unanimous.

### Departmental Reports

Departmental reports were given by Dr. Smith, Dr. Causey, Dr. Breerwood, 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, 2016**. No action was necessary.

Mr. Knight presented for review and approval the **March 2016 Disbursement Register (Claim Docket) in the amount of \$3,695,018.66**. A motion was made by Sonny Knight, seconded by Dale Purvis, to approve the March 2016 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 **March 2016 Fixed Asset Deletions Report** in the amount of \$61,593.32. This report contains various unserviceable furniture, computer, and other electronic items that are no longer in use and will be prepared for salvage. A motion was made by Will Russell, seconded by Dale Purvis, to approve the Fixed Asset Deletions Report as defined and stated herein. The motion was unanimous.

Mr. Knight presented for approval **a single source item for purchase from vendor Smartvue for Smartvue Cloud Video Surveillance Software (upgrade of the men's dormitories)** in the amount of \$38,591.40. The single source letter is on file in the business office. A motion was made by Frank Ladner, seconded by Herbert Ray Nobles, to approve the single source item for purchase as presented and defined by Mr. Knight. The motion was unanimous.

Mr. Knight presented a **bid to replace the flooring in the Garvin Johnston Library**. The bid opening date was April 8, 2016, and two bids were received: Davis Flooring in the amount of \$50,046.64, and Anderson Retail, Inc., in the amount of \$44,357.52. The bidder, Anderson Retail, Inc., is recommended as the lowest and best bid. A motion was made by Sonny Knight, seconded by Dale Purvis, to accept the lowest and best bid, Anderson Retail, Inc., as presented and defined herein. The motion was unanimous.

Mr. Knight then presented and reviewed a **Service Master Contract Proposal for the Forrest County Center** which will allow for the outsourcing of custodial work and eliminate three custodial slots with a substantial cost savings for the Forrest County Center budget. A motion was made by Dr. Gale Harris, seconded by Will Russell, to approve said Service Master Contract Proposal for the Forrest County Center as presented and defined herein. The motion was unanimous. The original Service Master Contract is on file in the PRCC Business Office.

**Personnel Matters (Retirements, Resignations, and Transfers)**

- Retirement of **Dr. Patricia Scuderi** from the position of Department Chair/Instructor of Physical Therapist Assistant (12 Mos) (FCC) effective June 30, 2016.
- Resignation of **Ms. Brittney Hawkins** from the position of Instructor of Surgical Technology (12 Mos) (FCC) effective May 31, 2016.
- Retirement of **Mr. Ralph King** from the position of Instructor of Computer Networking Technology (Poplarville) effective May 9, 2016.
- Resignation of **Mr. Dwight Lee** from the position of Instructor of Instrumentation Technology (Poplarville) effective April 8, 2016.
- Transfer of position and funding source for **Ms. Tina Coleman** from the position of G Student Services Navigator to the position of G MI-BEST Project Coordinator effective April 1, 2016. Her former position was funded by the TAAACT Grant which ended March 31, 2016. As of April 1, 2016, Ms. Coleman's salary will be funded by the MI-BEST Grant.
- Retirement of **Ms. Julia Ferguson** from the position of Instructor of English effective May 31, 2106.

A motion was made by Tony Waits, seconded by P.W. Polk, to approve and accept the retirements, resignations, and transfer of Dr. Scuderi, Ms. Hawkins, Mr. King, Mr. Lee, Ms. Coleman, and Ms. Ferguson as presented and defined herein. The motion was unanimous.

**Executive Session**

At this time a motion was made by Sonny Knight, seconded by Dale Purvis, to **consider entering** into Executive Session to discuss the President's Contract. The motion was unanimous.

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

A motion was made by Dr. Gale Harris, seconded by Will Russell, to **exit** Executive Session. The motion was unanimous.

No action was taken in the Executive Session.

**President's Contract**

A motion was made by Will Russell, seconded by Dr. Gale Harris, to authorize a one-year contract extension for Dr. Lewis. Said extension is effective July 1, 2016 to June 30, 2017. The motion was unanimous.

**Legal Matters**

There were no Legal Matters to present at today's meeting.

**Other Business**

- In other business, Dr. Lewis requested board consideration and approval of the **2016 Summer Work Schedule** for June and July. He stated that this schedule will allow a four-day work schedule, Monday through Thursday, from 7:30 a.m. to 5:00 p.m., with the College being closed on Friday. A motion was made by Frank Ladner, seconded by Dr. Gale Harris, to approve the 2016 Summer Work Schedule as recommended by Dr. Lewis. The motion was unanimous.

**President's Report**

- Dr. Lewis reminded board members of the May 1 deadline for submitting the Mississippi Ethics Commission's Statement of Economic Interest Form.
- Dr. Lewis reminded board members that the 2016 Graduation will be held Friday, May 13, 2016. He informed the board that this year's graduation speaker will be Karen Ladner Moore. Attendance plans will be discussed at the May 10 meeting.

**Adjournment**

There being no further business to come before the Board of Trustees, the meeting was called for adjournment. A motion was made by Tony Waits, seconded by Herbert Ray Nobles, to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, May 10, 2016, at 1:00 p.m. in the Olivia Bender Cafeteria's Board of Trustees Room at Pearl River Community College in Poplarville, Mississippi.

---

Alan Lumpkin, Board Chairman

---

M. L. "Sonny" Knight, Board Secretary

The official signed minutes and Exhibit Item(s) (if applicable) are on file in the President's Office and are available for viewing upon request.