

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

April 14, 2020

The Board of Trustees of Pearl River Community College met Tuesday, April 14, 2020, at 1:00 p.m. for their monthly meeting. Due to required social distancing brought on by the pandemic of Coronavirus (Covid-19) crisis, the meeting was held electronically by call-in/on-line portal in the President's Office located in the Alexander Administration Building on the Pearl River Community College Campus in Poplarville, Mississippi.

TRUSTEES IN ATTENDANCE/ABSENT:

Ms. Tess Smith, Chair
Mr. Tony Waits, Vice Chairman
Mr. M. L. "Sonny" Knight, Secretary
Mr. Alan Lumpkin
Mr. Dale Purvis
Ms. Teenia Perry
Mr. Don Welsh
Mr. Alan Dedeaux

Mr. Frank Ladner
Mr. Michael T. Waits
Ms. Wendy Bracey
Mr. Donnie Williamson
Mr. Brian Freeman
Dr. Gale Harris
Ms. Teresa Lynn Stafford
Mr. Dexter Jordan

PRCC STAFF: President Dr. Adam Breerwood, Senior Vice President for College Operations Mr. Roger Knight, Senior Vice President for Instruction/Provost Dr. Martha Smith, Vice President for Poplarville Campus and Student Services Mr. Jeff Long, Vice President for Forrest County Center, Allied Health, and Nursing Programs Dr. Jana Causey, Vice President for Institutional Research Dr. Jennifer Seal, Executive Director of the Development Foundation/Alumni Association Mr. Ernie Lovell, Ellucian technology Management CEO Mr. Matt Logan, Board Attorney Mr. Josh Mars, and President's Assistant Ms. Marilyn Dillard

Invocation and Pledge

Board Chair Tess Smith opened the meeting by welcoming all attendees to today's meeting. Alan Lumpkin provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Guests

None.

Presentations

None.

Approval of Minutes

Board Chair Tess Smith requested approval of the **March 10, 2020 board meeting minutes**. A motion was made by Tony Waits, seconded by Teenia Perry, to approve the March 10, 2020, board meeting minutes as presented. The motion was unanimous.

Departmental Reports

None.

Financial Reports

Mr. Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures ending March 31, 2020**. No action was necessary.

Mr. Knight presented for review and approval the **March 2020 Disbursement Register (Claim Docket) in the amount of \$7,616,439.85**. A motion was made by Mike Waits, seconded by Sonny Knight, to approve the March 2020 Disbursement Register as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Mr. Knight presented for review and approval **two (2) single source items for purchase**:

1. Supertech, Inc., for the repair of X-Ray Phantom equipment for the Radiology Technology Program in the amount of \$6,688.00. This purchase will be funded with E & I Instructional Technology Funds.
2. SIVAD, Inc., for the purchase of Portable PLC Troubleshooting Learning Systems, Software and Workstations for the Advanced Technology Center in the amount of \$36,207.55. This purchase will be funded by Workforce Project funds.

A motion was made by Alan Dedeaux, seconded by Brian Freeman, to approve the single source items for purchase as presented and defined herein. The motion was unanimous.

Construction of Pedestrian Commons at PRCC Forrest County Center

Dr. Breerwood presented for consideration and approval the **re-advertisement for the Construction of Pedestrian Commons (Courtyard)** (Project STP-0202-00(036) LPA/107140-701000) at Pearl River Community College's Forrest County Center from the Mississippi Department of Transportation. A motion was made by Mike Waits, seconded by Frank Ladner, to approve the re-advertisement of the Construction of Pedestrian Commons project as stated and defined herein. The motion was unanimous.

Dr. Breerwood then presented for approval to select **Shows, Dearman and Waits, Inc. for construction engineering and inspection services on the Construction of Pedestrian Commons on the Forrest County Campus (Project STP-0202-00(036) LPA/107140-701000)**. A motion was made by Tony Waits, seconded by Teresa Stafford, to approve the selection of Shows, Dearman and Waits, Inc. for the construction engineering and inspection services for the Pedestrian Commons Project at the PRCC Forrest County Center as stated and defined herein. The motion was unanimous.

Personnel Matters - Retirements

Dr. Breerwood presented for acceptance the **retirements** of **Ms. Lourie Barnett** from the position of Instructor of Electronics Technology effective June 1, 2020, **Dr. Timothy Crowe** from the position of Instructor of Philosophy effective May 31, 2020, and **Ms. Evelyn Wallace** from the position of Department Chair/Instructor of Medical Laboratory Technology effective June 30, 2020. A motion was made by Alan Lumpkin, seconded by Teresa Stafford, to accept the retirements of Ms. Barnett, Dr. Crowe, and Ms. Wallace as stated and defined herein. The motion was unanimous.

Personnel Matters - Recommendations

Dr. Breerwood presented for approval the **employment recommendation** of **Ms. Lucy Hunt** for the position of Instructor of English (9 months) effective August 10, 2020. A motion was made

by Teresa Stafford, seconded by Teenia Perry, to approve the employment recommendation of Ms. Hunt as stated and defined herein. The motion was unanimous.

Legal Matters

Briefly reported on an issue involving a student who has exhausted the appeal process. A letter will be sent to the student addressing the decision of the appeal committee.

Other Business

Dr. Breerwood presented for approval the **FMLA Leave Expansion and Emergency Paid Sick Leave Policy (Coronavirus)**. The purpose of this policy is to comply with the Families First Coronavirus Response Act and to assist employees affected by the COVID-19 outbreak with job-protected leave and emergency paid sick leave. This policy will be in effect from April 2, 2020 until December 31, 2020. The College's existing FMLA leave policy still applies to all other reasons for leave outside of this policy. A motion was made by Sonny Knight, seconded by Teresa Stafford, to accept and approve the FMLA Leave Expansion and Emergency Paid Sick Leave Policy (Coronavirus) as presented and defined herein. The motion was unanimous.

Dr. Breerwood also presented for approval the **Pearl River Community College Tobacco-Free Policy**. The purpose of this policy is to provide a safe and healthy working and learning environment for students, faculty, and staff. This is an updated policy which provides specific verbiage for grant opportunities. A motion was made by Mike Waits, seconded by Sonny Knight, to approve the updated Pearl River Community College Tobacco-Free Policy. The motion was unanimous.

Rodeo Facility

Dr. Breerwood reminded the board that approval was given to the College (at the March 10, 2020 board meeting) to pursue quotes under \$50,000.00 for the construction of a facility/barn to accommodate the Rodeo Program. He informed the board that a bid/quote has been received in the amount of \$46,674.00 from Diamond B Metal Construction to construct a barn for this purpose. He requested board approval to accept this bid so that construction can begin as soon as possible. A motion was made by Mike Waits, seconded by Frank Ladner, to accept and approve the bid as stated and defined herein. The motion was unanimous.

President's Report – Dr. Breerwood

- Reported that on-line classes will continue through the 2020 Summer session.
- Gave a brief report on campus construction projects. All projects are continuing to move forward.
- Provided a brief report on athletic programs that have been interrupted due to the Coronavirus pandemic. Recognitions for specific programs will be held at a future time. Updates and plans for recognitions and ceremonies will be shared as they become available.
- Mike Waits spoke about the engineering program partnership between Mississippi Gulf Coast Community College and Mississippi State University. Mr. Waits asked about the feasibility of offering an engineering program at PRCC. Dr. Breerwood informed the Board they he recently signed a MOU outlining CTE Transfer programs to Mississippi State and

is working on the details of setting up academic pathways for 57 on-line degree programs between PRCC and MSU.

Adjournment

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

The next meeting of the PRCC Board of Trustees will be held **Tuesday, May 12, 2020** at 1:00 p.m. on the Pearl River Community College Campus in Poplarville, Mississippi. The specific meeting/building location will be determined by required social distancing caused by the Coronavirus pandemic crisis. Trustees will be notified well in advance and prior to the May 12, 2020 board meeting.

Tess Smith, Board Chair

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.