

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

February 8, 2022

The Board of Trustees of Pearl River Community College met Tuesday, February 8, 2022, at 1:00 p.m. for their monthly meeting. This meeting was held in the West Dining Room of the Olivia Bender Cafeteria on the Pearl River Community College Campus in Poplarville, Mississippi.

TRUSTEES IN ATTENDANCE/ABSENT:

Mr. Tony Waits, Chairman
Mr. M. L. "Sonny" Knight, Secretary
Mr. Dale Purvis, Vice Chairman
Mr. Alan Lumpkin
Mr. Ike Haynes - Absent
Ms. Teenia Perry - Absent
Mr. Don Welsh
Ms. Teresa Merwin

Mr. Frank Ladner
Mr. Michael Waits
Mr. Carl Michael Day
Mr. Donnie Williamson
Mr. Brian Freeman - Absent
Dr. Gale Harris
Ms. Teresa Stafford
Dr. Steven Hampton - Absent

PRCC STAFF: President Dr. Adam Breerwood, Vice President for Enrollment Management and Business Services Ms. Candance Harper, Vice President for Instruction/Provost Dr. Martha Smith, Vice President for Poplarville Campus and Student Services Mr. Jeff Long, Vice President for Planning and Institutional Research/Hancock Center/Dean of Honors Institute (Poplarville) Dr. Jennifer Seal, Executive Director of Development Foundation and Alumni Services Ms. Delana Harris and Executive Assistant to the President Ms. Maghan Smith.

Invocation and Pledge

Chairman Tony Waits presided and opened the meeting. Donnie Williamson provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Guests

None.

Presentations/Recognitions

Dr. Breerwood recognized Coach Sarah Smith and the PRCC National Champion Cheerleaders. The Wildcats claimed the Universal Cheerleaders Association's All-Girl National Championship in January at the ESPN Wide World of Sports Complex.

Dr. Breerwood presented Mr. Sonny Knight with the MACC 25 Years of Service Award as a member of the PRCC Board of Trustees. Mr. Knight was honored at the 2021 Board of Trustees Conference hosted by Mississippi Gulf Coast Community College.

Approval of Minutes

Chairman Waits called for approval of the **January 11th board meeting minutes**. A motion was made by Frank Ladner, seconded by Alan Lumpkin, to approve the January 11, 2022 board meeting minutes as presented. The motion was unanimous.

Departmental Reports

Departmental Reports were presented by Dr. Martha Smith, Dr. Jennifer Seal, Mr. Jeff Long and Ms. Delana Harris.

Dr. Breerwood reported that the Building and Grounds Committee met prior to the Board meeting to discuss future projects moving forward.

Financial Reports

Ms. Clark presented and reviewed the **Reconciled Bank Balances ending January 31, 2021, and Unrestricted Current Fund Statement of Expenditures ending January 31, 2021**. No board action was necessary for these reports.

Ms. Clark presented for review and approval the **January 1, 2021 through January 31, 2021 Disbursement Register (Claim Docket)** in the amount of \$3,481,046.71 total disbursements. Included in this amount is student refunds in the amount of \$1,535,654.79. A motion was made by Sonny Knight, seconded by Carl Michael Day, to approve the Disbursement Register as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Ms. Clark presented for approval the **February 2022 Fixed Assets Deletion Report** for institution-wide in the amount of \$150,018.95. The report contains various unserviceable computers and electronic items that are no longer in use and will be prepared for salvage. A motion was made by Carl Michael Day, seconded by Sonny Knight, to approve the February 2022 Fixed Assets Deletion Report as stated and defined herein. The motion was unanimous. The original report is on file in the Business Office.

Ms. Harper presented for approval a Single Source Item for Magee Enterprises Inc. for the purchase of Mobile Mechanical Classroom in the amount of \$622,418.00. Ms. Harper presented for approval a Single Source Item for Industrial Training Solutions for the purchase of equipment for the Electronics Program in the amount of \$10,000.00. Ms. Harper presented for approval a Single Source Item for SIVAD Inc. for the purchase of a Mobile Technology Workstation for the Poplarville Electronics Program in the amount of \$38,745.85. Ms. Harper presented for approval a Single Source Item for SIVAD Inc. for the purchase of robots and related instructor training in the amount of \$175,300.00. Ms. Harper presented for approval a Single Source Item for SIVAD Inc. for the purchase of a Pump Maintenance and Alignment Training System for the Poplarville Electrical Program in the amount of \$17,788.15. A motion was made by Carl Michael Day, seconded by Frank Ladner, to approve this single source items as stated herein. The motion was unanimous.

Personnel Matters – Resignations

None.

Personnel Matters – Recommendations for Employment and Employee Transfers

Mr. Long presented for approval the **recommendation of Ms. Jennifer Cottrell** for the position of Academic Success/Peer Tutor/Coach Supervisor (12 Months) effective March 21, 2022. This position is a part of the grant funded Student Support Services Program.

A motion was made by Teresa Stafford, seconded by Donnie Williamson, to approve the recommendation for employment of **Ms. Cottrell** as presented and defined herein. The motion was unanimous.

Legal Matters

None.

Other Business

Dr. Smith presented and reviewed the Fall 2023, Spring 2024 and Summer 2024 Academic Calendar for approval. A motion was made by Frank Ladner, seconded by Sonny Knight, to approve the 2023-2024 Academic Calendar as defined herein. The motion was unanimous.

Dr. Seal reviewed and discussed the 2022-2023 Mission Statement, Strategic Goals, and Internal Performance Indicators and recommended board approval of the document. A motion was made by Alan Lumpkin, seconded by Sonny Knight, to approve the 2022-2023 Mission Statement, Strategic Goals, and Internal Performance Indicators as reviewed and presented by Dr. Seal. The motion was unanimous.

Dr. Seal reviewed and discussed the 2020-2021 Strategic Plan and recommended board approval of the document. A motion was made by Sonny Knight, seconded by Frank Ladner to approve the 2020-2021 Strategic Plan as reviewed and presented by Dr. Seal. The motion was unanimous.

Dr. Seal reviewed and presented the 2020-2021 Instructional and Administrative Assessment Charts and recommended board approval of the document. A motion was made by Donnie Williamson, seconded by Teresa Stafford to approve the 2020-2021 Instructional and Administrative Assessment Charts as reviewed and presented by Dr. Seal. The motion was unanimous.

Dr. Breerwood presented for approval the 2022 Summer Work Schedule. As in years past, this schedule will consist of all campuses observing a four-day work schedule (Monday through Thursday) and closed each Friday beginning the week of June 6 and ending the week of July 25. Work hours will be lengthened to accommodate the Friday closures. The normal work schedule will resume August 1, 2022. This schedule provides a significant energy savings for the College and allows a needed break for summer employees. A motion was made by Teresa Stafford, seconded by Sonny Knight, to approve the 2022 Summer Work Schedule. The motion was unanimous.

President's Report

- Dr. Breerwood informed the Board that a pre-construction meeting was held regarding the Hancock Center Hangar. The contractors will begin construction February 21, 2022.
- Dr. Breerwood informed the Board that estimated revenue for the state of Mississippi is up \$122,000,000.00 for the month of January and \$664,000,000.00 above expected revenue for the fiscal year. Dr. Breerwood along with all MACC presidents will be in Jackson, MS during this legislative session working diligently for the community college system.
- Dr. Breerwood informed the Board that the Women's Health Symposium was a tremendous success. There were over 500 people in attendance for the annual event held in January.
- Dr. Breerwood mentioned the Show Choir Competition and Athletic Teams. He encouraged the board to view the on-line videos highlighting these areas by logging into

the College's website. He added that many great things are happening with our Fine Arts and Athletic students.

- Dr. Breerwood informed the Board that he expects enrollment to remain steady through the spring and summer.

Adjournment

There being no further business to come before the Board of Trustees, Chairman Waits called for the meeting to be adjourned. A motion was made by Teresa Stafford, seconded by Dale Purvis to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, March 8, 2022 at 1:00 p.m. at Pearl River Community College's Olivia Bender Cafeteria.

Mr. Anthony C. "Tony" Waits
Chairman of the Board

M. L. "Sonny" Knight
Secretary of the Board

Exhibit Items for the February 8, 2022 Board Meeting Minutes

None.

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