

PEARL RIVER COMMUNITY COLLEGE

Board of Trustees Meeting Minutes

November 14, 2023

The Board of Trustees of Pearl River Community College met Tuesday, November 14, 2023, at 1:00PM for their monthly meeting. This meeting was held in the Dr. Cecil Burt Special Events Room on Pearl River Community College's Forrest County Campus in Hattiesburg, Mississippi.

Trustees in Attendance/Absent:

Mr. Tony Waits, <i>Chairman</i>	Mr. Frank Ladner
Mr. M. L. "Sonny" Knight, <i>Secretary</i> - Absent	Mr. Michael Waits
Mr. Dale Purvis, <i>Vice Chairman</i>	Mr. Carl Michael Day
Dr. Steven Hampton	Mr. Don Welsh - Absent
Mr. Ike Haynes - Absent	Mr. Brian Freeman
Ms. Teenia Perry	Dr. Gale Harris - Absent
Mr. Donnie Williamson	Ms. Teresa Stafford - Absent
Mr. Rhett Ladner - Absent	Mr. John Shows - Absent

PRCC Staff in Attendance:

Dr. Adam Breerwood, *President*
Dr. Martha Lou Smith, *Vice President for Instruction/Provost*
Dr. Jana Causey, *Vice President for Forrest County Campus, Allied Health and Nursing Programs*
Ms. Delana Harris, *Executive Director of Development Foundation and Alumni Services*
Mr. Jeff Long, *Vice President for Poplarville Campus and Student Services*
Mr. Craig Tynes, *Executive Director of Facility Planning and Capital Projects*
Mr. Matt Logan, *Chief Information Officer*
Ms. Maghan Smith, *Executive Assistant to the President*

Invocation and Pledge

Chairman Tony Waits presided and opened the meeting. Mr. Carl Michael Day provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Guests

None.

Recognitions

None.

Presentations

None.

Approval of Minutes

Chairman Waits called for approval of the **October 10th board meeting minutes**. A motion was made by Frank Ladner, seconded by Carl Michael Day, to approve the October 10, 2023 board meeting minutes as presented. The motion was unanimous.

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Departmental Reports

Departmental reports were presented by Dr. Martha Lou Smith, Dr. Jana Causey, Mr. Jeff Long and Ms. Delana Harris.

Financial Reports

Dr. Breerwood presented and reviewed the **Reconciled Bank Balances ending October 31, 2023 and Unrestricted Current Fund Statement of Expenditures ending October 31, 2023**. No board action was necessary for these reports.

Dr. Breerwood presented for review and approval the **October 1, 2023 through October 31, 2023 Disbursement Register (Claim Docket)** in the amount of \$3,640,330.36 total disbursements. Included in this amount is student refunds in the amount of \$1,388,147.53 A motion was made by Donnie Williamson, seconded by Brian Freeman, to approve the Disbursement Register as stated and defined herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Dr. Breerwood presented for review and approval the **November 2023 Fixed Assets Deletion Report** for institution wide in the amount of \$308,086.74. The report contains various unserviceable computers, furniture 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 Dale Purvis, to approve the November 2023 Fixed Assets Deletion Report as stated and defined herein. The motion was unanimous. The original report is on file in the Business Office.

Dr. Breerwood presented for review and approval a **Single Source Item** from Daniels Manufacturing Corporation for the purchase of USAF Advanced Wiring Training in the amount of \$25,288.00. A motion was made by Frank Ladner, seconded by Dale Purvis to approve the Single Source Item as stated and defined herein. The motion was unanimous.

Personnel Matters – Resignations and Retirements

Dr. Smith presented for acceptance the **resignation for purposes of retirement of Mr. Troy Teadt** from the position of Workforce Project Manager effective December 31, 2023.

Mr. Long presented for acceptance the **resignation of Mr. Walker Mosby** from the position of Assistant Football Coach (Offensive Coordinator)/Head Resident effective November 30, 2023.

Dr. Breerwood presented for acceptance the **resignation of Mr. Jacob Cochran** from the position of Marketing and Communications Specialist effective October 23, 2023.

A motion was made by Dale Purvis, seconded by Dr. Steven Hampton to accept the resignations of **Mr. Teadt, Mr. Mosby and Mr. Cochran** as presented and defined herein. The motion was unanimous.

Personnel Matters – Recommendations for Employment and Employee Transfers

Dr. Causey presented for approval the **transfer of Ms. Pamela Cain** from the position of Adjunct Instructor of Practical Nursing to the position of Instructor of Practical Nursing (12 Months-FCC) effective November 1, 2023.

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Dr. Causey presented for approval the **recommendation** of **Ms. Kaylen Mallette** for the position of Nursing Navigator (10 Months-FCC) effective November 15, 2023.

Dr. Causey presented for approval the **recommendation** of **Ms. Stacy Smith** for the position of Nursing Navigator (12 Months-FCC) effective November 1, 2023.

Mr. Long presented for approval the **recommendation** of **Mr. David Boykin** for the position of Assistant Football Coach (Offensive Coordinator) effective December 1, 2023.

Dr. Breerwood presented for approval the **recommendation** of **Mr. Rudy Melancon** for the position of Marketing and Communications Specialist effective October 30, 2023.

A motion was made by Frank Ladner, seconded by Dale Purvis to approve the transfer and recommendations of **Ms. Cain, Ms. Mallette, Ms. Smith, Mr. Boykin and Mr. Melancon** as presented and defined herein. The motion was unanimous.

Legal Matters

None.

Other Business

Dr. Breerwood reviewed and presented three **Revised Policies** (Academic Misconduct, Advisory Committee/Councils and Drug Free Workplace) and recommended board approval. A motion was made by Carl Michael Day, seconded by Brian Freeman to approve the above policies as reviewed and presented. The motion was unanimous.

Dr. Breerwood reviewed and presented the **Pearl River Community College Hazard Mitigation Plan** and recommended board approval. A motion was made by Mike Waits, seconded by Dale Purvis to approve the plan as reviewed and presented. The motion was unanimous.

President's Report

Dr. Breerwood reminded the board that the SACSCOC Conference would interfere with the December board meeting date so the meeting would be moved to Thursday, December 7th.

Dr. Breerwood informed the board that the **Buildings and Grounds Committee** met prior to the board meeting to discuss several upcoming projects including the purchasing of a home across from the Poplarville Campus at 2 Hillside Drive, Poplarville, MS 39470; the purchasing of land from Pearl River County off of West Highway 11 Frontage Rd; and the purchasing of a Warehouse at 1500 Country Club Road, Hattiesburg MS 39402. The Warehouse will be the future site of the Pearl River Community College Bridge Center, a one-stop location for Adult Education, Workforce Training, Industry Mentorships, Work-Based Learning and Employer Connections.

A motion was made and seconded by the Buildings and Grounds Committee to approve the purchasing of all three properties as reviewed and presented. The motion was unanimous.

Dr. Breerwood reviewed and presented **four new dormitory plans** and made a recommendation to the board to send the **RFQ** to potential contractors. The dorms will be built between the soccer and baseball fields on the Poplarville Campus and cost approximately \$8,000,000.

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A motion was made by Dr. Steven Hampton, seconded by Dale Purvis to approve the RFQ as reviewed and presented. The motion was unanimous.

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 Dale Purvis, seconded by Mike Waits to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Thursday, December 7, 2023 at 1:00PM at Pearl River Community College's Olivia Bender Cafeteria.

Tony Waits
Chairman of the Board

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

Exhibit Items for the November 14, 2023 Board of Trustees 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.