

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
JUNE 20, 1991

The regular meeting of the State Board for Community and Junior Colleges was held at 1:30 p.m., Thursday, June 20, 1991, Paul B. Johnson, Jr. Building, 3825 Ridgewood Road, Jackson, Mississippi. All members and staff were in attendance.

CALL TO ORDER

The meeting was called to order by Chairman Barbara Ricks. Paul Breazeale gave the invocation. Dr. Ricks acknowledged guests.

APPROVAL OF MINUTES

On a motion by Jeannet Boston, seconded by Bob Breeden, the minutes of May 16, 1991 meeting were approved unanimously.

REVIEW OF AGENDA

By consensus of the Board, the following recommendations were unanimously adopted:

Amos Bridges' recommendation to amend the agenda for subsequent meetings to allow the presentation of the Executive Director's Report first.

Wes Burkhardt's recommendation to revise the agenda to allow the standing committee reports as follows: Planning, Programs, and Finance.

Dr. Olon Ray's recommendation to revise the agenda to include a report on Tech Prep Projects by Worth Haynes.

MACJC REPORT

No official report was given from MACJC.

TECH PREP PROPOSAL - FY 92

Dr. Worth Haynes of the Office of Vocational-Technical and Adult Education, State Department of Education, distributed a list of Tech Prep Projects for FY '92 for \$603,333, and provided information relating to the proposal (Exhibit 1). Dr. Olon Ray's recommendation that the Board endorse the selections of the Tech Prep Project was adopted on a motion by Paul Breazeale, seconded by Nell Rogers. The vote was unanimous.

PLANNING COMMITTEE REPORT

Jean-Marie Hill, chairman of the Planning Committee, gave a report on the Planning Committee meeting of June 13, 1991 (Exhibit 2). On a motion by Amos Bridges, seconded by Jeannet Boston, the Board adopted the report and recommendations of the Planning Committee. The vote was unanimous.

PLANNING COMMITTEE REPORT (continued)

After a discussion on the development of the Policy and Procedure Manual. Dr. Ricks read a letter from Linda Harvey of Harvey and Associates (Exhibit 3). The Board adopted Dr. Olon Ray's recommendation to approve the revised timetable and to postpone a presentation of a status report at the Board Retreat on July 19. The vote was unanimous.

Following a discussion on the agenda for the Board Retreat of July 17-19, the Board modified the agenda to include a Work/Brainstorming Session from 8:30 a.m. to 12:00 Noon on Friday, July 19, and a field trip to Litton Industries - Ingalls from 1:30 to 3:00 p.m. on Friday, July 19.

Dr. Ricks appointed Bob Breeden and Amos Bridges to serve on the Planning Committee and requested Nell Rogers to serve as chairman. These appointments were due to two Planning Committee members' terms expiring on June 30. Dr. Ricks recommended the committee to arrange a time to meet on a regular basis with the Executive Director.

Dr. Ricks requested all Board members to suggest topics for discussion during the Brainstorming Session at the Board Retreat.

FINANCE COMMITTEE REPORT

The Finance Committee Report was presented by Lanny Monroe.

On a motion by Bob Breeden, seconded by Jeannet Boston, the Board unanimously approved H.B. 3 and S.B. 3192 Bond Projects (Exhibit 4).

On a motion by Lanny Monroe, seconded by Jeannet Boston, the Board unanimously approved a transfer of \$1,066 from Contractual Services to Salaries, Wages and Fringe Benefits in order to pay accrued leave liability to a retiring employee of the SBCJC (Exhibit 5).

On a motion by Lanny Monroe, seconded by Jeannet Boston, the Board unanimously approved the FY 1992 Administrative budget in the amount of \$428,933 and the Support budget in the amount of \$69,077,661 (Exhibit 6).

On a motion by Lanny Monroe, seconded by Amos Bridges, the Board unanimously approved the June disbursements, after cuts were made on June 17, 1991, in the amount of \$4,279,850. (Exhibit 7).

On a motion by Lanny Monroe, seconded by Amos Bridges, the Board unanimously approved the requests for July advancements pending the subsequent adjustments due to budget cuts on June 17, 1991. (Exhibit 8)

On a motion by Lanny Monroe, seconded by Bob Breeden, the Board unanimously approved the FY 1993 Community/Junior College Support Budget Request with the amendments. (Exhibit 9)

On a motion by Lanny Monroe, seconded by Nell Rogers, the Board unanimously approved the FY 1993 SBCJC Administrative Budget Request. (Exhibit 10)

FINANCE COMMITTEE REPORT (Continued)

On a motion by Lanny Monroe, seconded by Bob Breeden, the Board unanimously approved the certification that the following community college districts are in compliance with the FY 1991 Plan for Enlargement, Improvement, and Repairs: Copiah-Lincoln, East Mississippi, Hinds, Itawamba, Meridian, Northeast, Northwest, Pearl River, and Southwest. In view of the fact that no formal Plan for Enlargement, Improvement, and Repair was prepared and presented as specified in Section 37-29-141, the Board was unable to take action regarding Coahoma Community College's certification.

The Financial Statement for the month ending May 31, 1991 was reported.

On a motion by Lanny Monroe, seconded by Nell Rogers, the Board unanimously approved the purchase of the State Fund Accounting System (SFAS) software for \$7,400 and a yearly maintenance fee of \$1,050.

PROGRAM COMMITTEE REPORT

Bill Bunch presented the Program Committee Report.

A summary of Board Program Committee Activity for 1990-91 was distributed.

On a motion by Nell Rogers, seconded by Jeannet Boston, the Board unanimously approved the following lower-level courses to be taught by the University of Mississippi at the Universities Center in Jackson:

| | |
|----------------------------|--------------------------------------|
| LA 201 Introduction to Law | LA 203 MS Legal System I |
| LA 202 Legal Bibliography | LA 209 Introduction to Real Property |

On a motion by Nell Rogers, seconded by Jeannet Boston, the Board unanimously approved the following Board policies:

POLICY ON LOWER-LEVEL COURSES OFFERED BY THE UNIVERSITIES:

Applications to offer lower-level courses by the universities are received on an infrequent basis and therefore, will not be referred for committee action, but shall be presented to the full Board along with the appropriate staff recommendations.

The Universities will be notified that the request will be brought to the Board for approval three times each year: November, April, and July. Requests for course approvals must be in the SBCJC Office no later than the first day of each of these months. The Board will consider the requests at other times, if caused by emergency or extenuating circumstances.

BOARD POLICY ON PROGRAM REVIEW AND TERMINATION:

Any program that has been approved by the State Board to operate must have begun and have enrollment within two (2) years of the fall semester following Board approval or such program shall be terminated in May. A college may request a one-year extension of approval in certain cases, and the Board may consider such requests on an individual basis.

PROGRAM COMMITTEE REPORT (Continued)

BOARD POLICY ON PROGRAM REVIEW AND TERMINATION:(Continued)

Any program which falls in enrollment to one-third of the statewide average enrollment as determined by the State Department of Education, Bureau of Vocational-Technical and Adult Education will be assigned probationary status after the first year. After the second consecutive year of low enrollment, the program shall be terminated in May. One-year extensions of approval may be granted by the Board on an individual basis.

BOARD POLICY ON CURRICULA REVISIONS:

The Board unanimously authorized the Director to approve revisions to vocational-technical program curriculum (academic, technical, and vocational) and provided that such approvals be reported to the State Board for information and record.

Any change in curriculum, or other changes, which require Board approval must be approved prior to implementation by the college.

Dr. Brad Tucker gave a status report on the Uniform Course Numbering System and Core Curriculum.

RECOGNITION OF BOARD MEMBERS

Chairman Ricks recognized Wes Burkhardt, Tom Childs, and Jean-Marie Hill whose terms expire on June 30. On behalf of the Board, Dr. Ricks made a presentation of resolutions and expressed appreciation for their dedication in working with the Board.

MOODY INSTITUTE REPORT

Amos Bridges presented the Moody Institute Report. Mr. Bridges reported that \$11,173.83 is currently invested in a six month certificate for the institute. The committee discussed the development of guidelines for the management of these funds and the process of solicitation for additional funds.

Tom Childs left the meeting at this point.

EDNET REPORT

Paul Breazeale provided a copy of a resolution adopted by the EdNet Board on June 13, 1991 (Exhibit 11), and offered comments about the resolution. Mr. Breazeale informed the Board that the EdNet's proposed contract was available for review.

501C3 REPORT

Deborah Gilbert reported that the Articles of Incorporation for the Mississippi Community College Public Foundation, Inc. were filed with the

501C3 REPORT (Continued)

Secretary of State's Office on May 22, 1991. Lanny Monroe stated that the Foundation would be comprised of fifteen members on the Board of Directors. It was the consensus of the Board that the appointments be made as soon as possible.

TRAVEL AUTHORIZATIONS

On a motion by Lanny Monroe, seconded by Jeannet Boston, the Board unanimously approved travel expense for the following meetings:

June 11 - Planning Committee
Hill, Bridges, Ricks, Rogers

June 13 - EdNet Board
Paul Breazeale

June 19 - Moody Institute
Amos Bridges

After a discussion on travel expense authorization, Deborah Gilbert explained that Dr. Ray approves the staff's travel expense and the Board approves the Executive Director's travel expense. The Board requested the Executive Director to include in the Director's Report a travel itinerary.

EXECUTIVE DIRECTOR'S REPORT

Dr. Olon Ray reported on a meeting and proposal for the establishment of the Northeast Mississippi Advanced Technology Training Initiative. By request of the Executive Director, the Board unanimously endorsed the Northeast Mississippi Advanced Technology Training Initiative and authorized Dr. Ray to request funds and negotiate the successful funding of the program.

Dr. Ray announced that the Governor appointed two new Board members: Alton Bankston of Biloxi and Perrin Purvis of Tupelo.

Bob Breeden invited Board members on a sailing excursion while on the Gulf Coast on Wednesday or Saturday afternoon.

There being no further business, the Board adjourned at 4:25 p.m.

Barbara S. Ricks, Chairman

Olon E. Ray, Executive Director