

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
OCTOBER 25, 2002

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, October 25, 2002, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

Members present: Mrs. Veldore Heidelberg, Mr. Napoleon Moore, Dr. Dorothy Nelson, Ms. Patricia Randall, Mr. George Walker, Mr. Lawrence Warren, and Mrs. Brenda Yonge.

Members absent: Major General Denver Brackeen, Mrs. Sara Fox, and Mr. Jimmy Murphy.

Staff in attendance: Dr. Wayne Stonecypher, Dr. Randall Bradberry, Dr. Larry Day, Mrs. Deborah Gilbert, Mrs. Sandra Lucas, Mr. Jason Pugh, Mr. Ray Smith, Mrs. Denise Walley, Dr. Evelyn Webb, and Ms. Frankie White.

Guests in attendance: Mr. Mark Smith – Mississippi Gulf Coast Community College; Dr. Bill Smith and Mr. Pete Walley – IHL; Ms. Frednia Perkins – Mississippi State Department of Education; Mr. Andy Kanengiser – The Clarion Ledger; and Dr. Tommy Davis – East Mississippi Community College.

CALL TO ORDER

Chairman George Walker called the meeting to order at 9:00 a.m. All guests present introduced themselves.

PRELIMINARIES

Dr. Dorothy Nelson gave the invocation.

Approval of Minutes of September 19 and 20, 2002, Meetings

Upon a motion by Mr. Lawrence Warren and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve the minutes of the September 19 and 20, meetings.

Review and Approval of Agenda

Upon a motion by Mr. Lawrence Warren and a second by Dr. Dorothy Nelson, the Board voted unanimously to approve the agenda as presented.

EXECUTIVE DIRECTOR'S REPORT

Dr. Wayne Stonecypher gave the Board a report on a meeting he attended at Meridian Community College related to the Mississippi Community College Fellowship Program run by Mississippi State University and Alcorn State University. Dr. Ned Lovell, who has been running the program from its inception, has announced his retirement. Mississippi State University (MSU) has moved the program into another division and the meeting was held to gain assurance that they would keep emphasis on the program. MSU pledged to continue the program that involved individuals from surrounding states as well as Mississippians.

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Dr. Stonecypher reported on a recent celebration held at Southwest Mississippi Community College recognizing Dr. Horace Holmes' 50 years of service to the college. Dr. Stonecypher thanked Dr. Randall Bradberry, Mrs. Deborah Gilbert, Dr. Evelyn Webb, and Ms. Patricia Randall for attending the celebration on behalf of the SBCJC. Dr. Bradberry presented Dr. Holmes a plaque on behalf of the SBCJC.

Dr. Stonecypher announced that Dr. Bobby Garvin, former president of Mississippi Delta Community College, had recently passed away. Dr. Stonecypher and Dr. Bradberry attended a memorial service on behalf of the SBCJC.

Dr. Stonecypher also attended the dedication of Mississippi Delta Community Colleges' Indianola Workforce Training Center. The Center was named the Charlie Capps Building in honor of Mississippi State House of Representatives member, Mr. Charlie Capps who heads the House Appropriations Committee.

Dr. Stonecypher discussed the development and publication of an SBCJC newsletter. The first issue was prepared and distributed to each Board member. After a discussion the Board requested that the newsletter be continued and distributed approximately two weeks after each Board meeting.

Dr. Stonecypher distributed a draft copy of a position paper developed by an MACJC committee examining the nuts and bolts issues related to the transfer of post-secondary vocational/technical education from the Mississippi State Department of Education (MDE) to the SBCJC (Exhibit A).

Dr. Stonecypher also distributed a copy of a draft letter to Dr. Henry Johnson, State Superintendent of Education, proposing a contract agreement between the MDA and the SBCJC to manage the day-to-day activities of post-secondary vocational/technical programs (Exhibit B). He asked that the Board review both documents and offer suggestions and input.

Dr. Stonecypher reported that the SBCJC Advisory Committee would be receiving a draft copy of the MGT of America SBCJC Funding Formula Study today.

Dr. Stonecypher gave the Board an overview of a meeting with the Governor pertaining to budget shortages. The Governor has expressed that adequately funding education is a priority, and they discussed the fact that community and junior colleges should be included with K-12 and universities.

SBCJC staff is continuing to develop a Strategic Plan for the agency. Dr. Stonecypher reported that the goal is to develop a very straightforward and measurable plan to improve the agency. After the plan is completed, it will be presented to the Board.

Mrs. Nancy Alley gave the Board a report on a \$5,000,000 federal grant from the U. S. Department of Labor earmarked for support of the automotive industry in Madison County. Mrs. Alley is working closely with Nissan and Nissan suppliers to determine needs and the best possible utilization of the grant funds. The paperwork for the grant is being finalized for submission to the U. S. Department of Labor. The funding will flow to the SBCJC for distribution. The Federal Workforce Investment Act Fiscal Agents for this region, the Central

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Mississippi Development District, have agreed to write the grant for the SBCJC. She stated that Holmes Community College would hire a project manager and a support staff individual to work on a daily basis with suppliers to organize classes and line up instructors. The long-term benefit for the community colleges is that when the grant ends, Holmes Community College may retain ownership of high tech equipment purchased to provide specialized training. Dr. Stonecypher complimented Mrs. Alley for her hard work in coordinating efforts with Nissan.

Dr. Stonecypher reported on NASA's efforts to work with individuals across the state to develop a Statewide Education Plan for Mississippi for K-12 through the universities

Dr. Stonecypher distributed a copy of a letter requesting input for a Leadership Summit set for October 20-21, 2002 (Exhibit C). The purpose of the meeting is to explore ways to utilize workforce investment funds to provide industrial training opportunities.

Dr. Stonecypher distributed copies of an article on SBCJC Chairman, George Walker that appeared in the Clarksdale Press Register (Exhibit D).

He also distributed a copy of an article where Mr. Charles Reid, formerly of Coahoma Community College, was named Citizen of the Year at the Clarksdale/Coahoma County Chamber of Commerce and Industrial Foundation (Exhibit E).

Mr. Walker complimented SBCJC staff on the development and publication of the newsletter.

MACJC Report

Dr. Tommy Davis announced that East Mississippi Community College had aided in the process to bring a new industry, American Eurocopter, to the Golden Triangle campus. He also complimented Mrs. Nancy Alley on her coordination of workforce training activities across the state. Eurocopter is the second largest aerospace firm in the world and holds 57% of the world's market share of new helicopters. The Golden Triangle Plant will provide a \$5,000,000 payroll for 100 skilled aerospace workers. It is estimated that a \$17,500,000 impact will be felt in the area. The plant could be enlarged to include approximately 500 employees. Dr. Davis reported that over 25 communities competed for the industry location. Construction of the plant is due to begin in December of 2002.

Dr. Davis gave a report on the actions taken during the Mississippi Association of Community and Junior Colleges meeting on October 22, 2002, following the Mississippi Association of Colleges meeting at Ole Miss in Oxford.

The Association approved a distance learning project between the Mississippi National Guard using closed circuit compressed video. The project will be used to train guardsmen across the state. The Guard asked that Hinds Community College offer the training for a one year period.

The Association agreed to work with the university presidents, the public school superintendents, and economic development business leaders to present a united front to the Mississippi Legislature indicating their need for adequate funding for education, K-12 through university level.

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The Association authorized the purchase of a plaque that will be presented to the family of Dr. Bobby Garvin, recognizing his contribution to the Mississippi Community College System.

Dr. Tommy Davis reported that the presidents are awaiting the MGT Funding Formula Study Report with great expectation.

CCBenefits

Dr. Tommy Davis gave a report on the CCBenefits recently completed economic impact study. He stated that an additional report that will show the direct economic impact on individual counties is now being completed. He distributed and briefly discussed a fact sheet for the Board's information that highlights the role that the community colleges play in the local economy (Exhibit F).

Distance Learning Coordinator

Mr. Mark Smith, representing the Mississippi Community and Junior Colleges Distance Learning Coordinators' (DLC) Association, distributed a copy of the duties of a Distance Learning Coordinator and briefly discussed them with the Board (Exhibit G). Mr. Smith stated that the growth of the Mississippi Virtual Community College (MSVCC) has been phenomenal and he felt that it was due to the cooperative efforts across the state. The DLCs have the responsibility for building courses for the MSVCC. Last semester there were over 560 sections listed in the system. The DLCs also load faculty credentials and transcripts into the instructor repository. The repository is one part of the system that will be examined during the upcoming SACS accreditation visit in February 2003. The DLCs also help the registrar and admission offices in registering students for the MSVCC classes.

As the registration process progresses the DLCs update the class sections on a daily basis. They handle all tech support issues through their offices. Most of the information is passed along utilizing the email system. The DLCs maintain an MSVCC user database that includes all instructors, test proctors, and registration personnel. Student grades are entered into the system through the DLCs office.

Mr. Smith stated that he teaches professional development courses for Mississippi Gulf Coast Community College on how to utilize the Blackboard system. The DLCs must stay current on the newest technology and the information available about distance learning in order to pass it on to instructors to assure the best practices of on-line learning.

Workforce Report

Chairman George Walker updated the Board on the activities of the State Workforce Development Council (SWDC). In light of budget problems the state is experiencing, the SWDC has authorized Mr. Walker and Mr. Joe Jones to develop and carryout meetings with editorial boards across the state to focus on the funding needs of workforce training for the state. As the schedule is developed and distributed, Mr. Walker invited SBCJC members to participate in their local districts.

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Mr. Walker stated that the SWDC has been reviewing the RTS, Inc. report that offered recommendations for adapting to the changing economy of the world and the need for an educated workforce. The Mississippi Development Authority provided funding for the study.

Mr. Walker announced that the Federal Workforce Investment Board has a meeting scheduled October 23-25, 2002, on the Mississippi Gulf Coast. That Board is statutorily ordered to meet at least once per year. Mr. Walker appointed a committee to work with individuals from the Federal WIA Board to begin facilitation between the two Boards. If collaborative efforts come about it will provide a great economic boom for our state by providing a better trained workforce.

EdNet Report

Dr. Evelyn Webb gave a report on an EdNet Board meeting on October 21, 2002. Recently the Office of the Attorney General retained Ms. Eileen Schaffer, a Jackson Attorney specializing in bankruptcy cases, to represent the EdNet licensees. Every effort is being made to protect EdNet's financial and property interest in the case. EdNet's local council, Mr. Sam Keyes, has received the official notice of EdNet's role in WorldCom's Chapter 11 filing.

WorldCom had recently been able to secure substantial loans as a result of the Bankruptcy Court's action. EdNet hopes that this will enable them to come forth and meet their outstanding obligations. WorldCom has resumed its payments of \$7,500 per month to EdNet. This figure represents the minimum royalty payment as set forth in the contract for the excess capacity lease. These payments represent \$90,000 per year to help support EdNet's operational costs.

EdNet staff is continuing to work on planning for the Mississippi Department of Health Project. Every hospital and local health department will be connected and able to receive training in anti-terrorism and other health issues through EdNet services. EdNet is examining a change to its by-laws that would allow them to charge for these services. Proceeds would go toward the build-out of the system. Dr. Olon Ray has agreed to help develop a plan and a funding request for submission to the Mississippi Legislature.

Program Report

Dr. Randall Bradberry presented a request from Hinds Community College to add an Associate Degree level to the existing Electrical Technology Certificate Program on the Raymond Campus. Upon a motion by Mr. Lawrence Warren, and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve Hinds Community College's request to add an Associate Degree option to their Certificate level Electrical Technology Program.

*The meeting recessed at 10:05 a.m. and reconvened at 10:20 a.m.

Finance Report

Mrs. Deborah Gilbert presented the items on the Finance Committee agenda for information and action.

Upon staff recommendation, a motion by Mr. Lawrence Warren, and a second by Mrs. Veldore

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Heidelberg, the Board voted unanimously to approve the October 31, 2002, Education Enhancement Fund and Budget Contingency Fund Disbursements from Funds 4080, 4110, and 3295 in the total amount of \$2,690,837.56 (Exhibit H).

Mrs. Gilbert then presented the following items that required no action, for the Boards' information:

SBCJC Quarterly Capital Improvement Report for the Boards' information (Exhibit I)
Financial Statements for Fund 2291, and 3291, as of September 30, 2002 (Exhibit J)
Report on SBCJC Revenue and Expenditures for FY 2002 (Exhibit K)

Funding Study Update

Mrs. Deborah Gilbert reported that the Funding Study Report is due to the SBCJC office by November 1, 2002. The Advisory Committee will have a draft of the report to review before next Tuesday when the consultant Dr. Mary Moak will join them to review the report. Mrs. Gilbert stated that the Advisory Committee was hoping to call a joint meeting with the MACJC and SBCJC in order for Dr. Moak to give a presentation of the report. The Legislature mandated that the findings be reported to them by December 15, 2002. Mrs. Gilbert reported that the process is progressing well within the timeline. Dr. Stonecypher suggested that the SBCJC hold a joint meeting with the MACJC on Thursday afternoon, November 14, 2002. Dr. Tommy Davis asked that Mrs. Gilbert send an invitation to the MACJC presidents announcing the meeting on November 14. Mr. Lawrence Warren made a motion seconded by Mrs. Brenda Yonge that the SBCJC invite the MACJC presidents to participate in a joint meeting to receive a presentation from Dr. Mary Moak with regard to the SBCJC Funding Formula Study on Thursday, November 14, 2002, at 1:30 p.m. Motion passed unanimously.

Mrs. Gilbert stated that Dr. Moak would be making a presentation to the Legislature at a later date and any Board member or president could attend that session.

Distance Education SACS Accreditation

Mr. Jason Pugh gave the Board an update on the MSVCC SACS accreditation visit. A meeting was held at Copiah-Lincoln Community College following the last SBCJC meeting where SACS Accreditation Team Chairman, Dr. Robin Hoffman and SACS representative Dr. John Dwyre met with representatives to discuss the upcoming accreditation visit. The short meeting was very productive and representatives from all 13 of the colleges participating in the sustentative change accreditation process were present. Most colleges had several representatives present.

Between November 2002 and February 2003, eleven individuals that will comprise the review team will be electronically reviewing the MSVCC system. On February 18-21, 2003, the team will come to Mississippi and meet at Eagle Ridge Conference Center to complete the review. The team plans to complete the interviews via the CCN network and by telephone.

The team will be reviewing 171 of the 560 active course sections. The eleven team members will evaluate course content, instructor availability, and student interaction. The team has requested that a student survey be completed on the 171 sections. A 100% review of faculty credentials will be completed on on-line instructors during the month of November so that

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corrections may be made prior to the visit.

By November 1, 2002, all the colleges must have submitted their documentation and Mr. Pugh and other SBCJC staff will transfer the data to CD's for submission to the team. A companion document will be developed to aid the team in accessing the information on the CD's.

In February, the team will compile their records into a report. The MACJC authorized the SBCJC to be the official recipient of the report. Mr. Pugh will receive the report and disseminate the information to the colleges for their responses. All responses will be received in the SBCJC office to be compiled and respond to SACS. The timeframe set to rectify recommendations and complete a response for submission to SACS for approval is set for the end of February to the first of August 2003.

CPSCR Report

Dr. Randall Bradberry updated the Board on the activities of the Commission on Proprietary Schools and College Registration. During the October 17, 2002, meeting the following actions were taken:

- 53 new instructor applications were approved

- 26 agent applications were approved

- The Commission collected \$11,015.56 in fees

- The following Certificates of Registration were renewed:

 - Blue Cliff College – Gulfport, Mississippi

 - Crescent School of Bartending – Gulfport, Mississippi

 - ITT Technical Institute – Memphis, Tennessee

- Mississippi Court Reporting requested that their license be voluntarily cancelled

- Virginia College took possession of Phillips Junior College transcript records and will now process requests for the records.

- The Commission received 7 requests for new school applications.

The next Commission meeting will be held on December 19, 2002, at 1:00 p.m. at Antonelli College in Jackson, Mississippi.

GED Policy Change

Mrs. Eloise Richardson presented a change to current SBCJC Policies and Procedures related to charging a \$5.00 fee for additional diplomas or GED transcripts. The current policy allows the SBCJC to accept only cashiers check, certified check or money orders. The change would allow the acceptance of business, corporate, and education institution checks, and would include a \$30.00 processing fee for checks returned by the bank. Upon a motion by Mrs. Veldore Heidelberg and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve the change in the SBCJC GED State Policy to allow for the acceptance of business, corporate, and education institution's checks, to begin the administrative procedures process (Exhibit L).

Travel Authorizations

Mr. Walker asked if there were requests for travel reimbursements for events other than

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regularly scheduled Board meetings. Upon a motion by Mrs. Veldore Heidelberg and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve the following travel authorizations:

George Walker for attending a workforce summit in Biloxi, on October 27-29, a SWDC committee and regular meeting on November 12 and 13, 2002, in Jackson, Mississippi.

Dr. Dorothy Nelson for attending the dedication of Cain-Cochran Hall on November 3, 2002, at Hinds Community College in Raymond, Mississippi.

Mr. Jimmy Murphy for attending an EdNet Board meeting via phone on October 21, 2002.

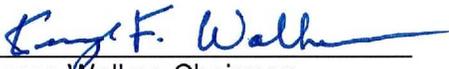
For any SBCJC member to attend any of the MACJC Regional Legislative Meetings for 2002.

OTHER BUSINESS

The Board discussed changing the date of the December meeting to Friday, December 13, 2002. The members present agreed to check their schedules and SBCJC staff will contact the absent members before making a decision to move the meeting. Mr. Walker asked that an item concerning the December meeting date be added to the November agenda.

ADJOURNMENT

The meeting adjourned at 11:00 a.m.



Mr. George Walker, Chairman



Dr. Wayne Stonecypher, Executive Director