

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**August 20, 2004**

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, August 20, 2004, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

**Members present:** Mr. Chip Crane, Mr. Napoleon Moore, Dr. Dorothy Nelson, Ms. Patricia Randall, Mrs. Brenda Yonge and Mr. Lawrence Warren.

**Members not present:** Major General Denver Brackeen, Mr. Jimmy Murphy, Mr. George Walker and Ms. Veldore Young.

**Staff in attendance:** Dr. Wayne Stonecypher, Mr. John Adcock, Dr. Randall Bradberry, Dr. Larry Day, Mrs. Deborah Gilbert, Ms. Pamela Harrion, Mr. Dexter Holloway, and Mrs. Denise Walley.

**Guests in attendance:** Dr. Vivian Presley – Coahoma Community College; Mr. Chuck Rubisoff – Attorney General's Office; Ms. Sarah May, Ms. Ann Peyton and Ms. Jerry McClendon – Mississippi Department of Education.

**CALL TO ORDER**

In absence of the Chair, Mr. Lawrence Warren – Vice Chair, called the meeting to order at 9:05 a.m.

**PRELIMINARIES**

Dr. Dorothy Nelson gave the invocation

**Welcome to New Board Member**

Mr. Warren welcomed Mr. Johnny L. (Chip) Crane to the Board and offered him the opportunity to tell the others something about himself. Mr. Crane is employed with his family's business (F.L. Crane and Sons) that was started by his grandfather.

**Approval of the Minutes of the July 16, 2004, Regular Scheduled Meeting**

Upon a motion by Mrs. Brenda Yonge and a second by Mr. Napoleon Moore, the Board **voted unanimously** to approve the minutes of the July 16, 2004 regularly scheduled meeting.

**Review and Approval of Agenda**

Upon a motion by Mrs. Brenda Yonge and a second by Dr. Dorothy Nelson, the Board **voted unanimously** to approve the agenda.

**REPORTS**

**Executive Director's Report**

Dr. Stonecypher began by asking SBCJC staff member Mrs. Sandra Lucas to perform the swearing in of Mr. Johnny L. (Chip) Crane (see Exhibit A).

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The Legislative Budget Office (LBO) hearing has been scheduled for September 16, 2004, from 1:30 p.m. – 3:30 p.m. The three (3) educational leaders, Dr. Stonecypher, Dr. Potter (IHL) and Dr. Johnson (K-12), are planning to tour Mississippi together to show support for funding education.

Mrs. Gilbert recently toured several of the colleges (Pearl River, Gulf Coast and Jones) with the LBO Analyst, Ms. Brennan Branch.

Dr. Randall Bradberry reported on recent action involving the office of the Athletic Commissioner. Commissioner Jim Southward appealed to the MACJC Athletic Council regarding a ruling that had been overturned by the Athletic Director's Executive Committee. The initial ruling involved an athletic medical hardship submitted by a coach outside MACJC policy time-frame guidelines. During the appeal hearing the above mentioned coach told the Council that the commissioner's ruling would have hurt the students. He suggested that he be punished instead, since he had actually made the mistake by not following policy. The council therefore voted to suspend the coach for 20% of the season rather than penalize the students who will be allowed an extra year of participation. During the suspension, the coach may not attend home games or travel with the team on trips. This applies to 20% of the games scheduled and played, not playing dates.

Using this precedent as a guideline, the Commissioner issued a subsequent ruling on a college that later submitted hardship requests in violation of this same policy. Mr. Southward ruled to suspend the coach of that particular college for 25% of the season. This ruling was not appealed.

Dr. Bradberry stated that rulings made by the commissioner and subsequently upheld by the Athletic Director's Executive Committee are often appealed to the Athletic Council. However, this was the first time for the Commissioner to appeal an overturned decision to the Council.

Dr. Bradberry also provided a copy of the Master Football Schedule (Exhibit B).

Dr. Stonecypher reminded the Board of three (3) upcoming out-of-town meetings: October 14-15 at Northeast Mississippi Community College; January 20-21, 2005 at Northwest Mississippi Community College; and April 15-16, 2005 at Mississippi Gulf Coast Community College.

Dr. Stonecypher circulated a copy of a newspaper from Northeast Mississippi Community College highlighting Dr. Johnny Allen and his accomplishments.

The Office of the State Board for Community and Junior Colleges will be closed on September 6, 2004 in observance of Labor Day.

Dr. Bradberry reported on a recent "Blueprint Mississippi" meeting he and Dr. Stonecypher attended. He presented a copy of the Executive Findings (Exhibit C). Blueprint Mississippi is a private sector initiative creating a business-driven vision for moving Mississippi's economy forward. Leaders, representing organizations throughout the state, have developed Blueprint Mississippi to enhance the state's business climate, promote economic development and improve education, using a 10-year plan.

Dr. Stonecypher mentioned a recent article regarding Lauderdale County (Exhibit D) and the continuing discussion with East Mississippi Community College and Meridian Community College.

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The Mississippi Virtual Community College (MSVCC) has had another record breaking semester with 21,635 students enrolled. This makes up approximately 10% of the community college FTE enrollment.

Dr. Stonecypher told the Board about a software program we recently purchased from CCBenefits with WIA funds to look at the workforce effort and to forecast the demand of jobs 10 years from now.

A copy of the Newsletter was provided as "Exhibit E".

### **MACJC Report**

Dr. Vivian Presley, Chair of the MACJC, reported that registration at Coahoma Community College is underway and enrollment so far is looking good. Registration at the colleges will be in progress for another week. The Association is preparing for the LBO presentation that has been scheduled for September 16. The next MACJC meeting will be held on Tuesday, August 24, 2004.

### **Workforce Report**

Mr. Dexter Holloway stated that the 2004 closeout has been completed. The Dislocated Worker contract for FY05 has been signed by Dr. Stonecypher, but has not been signed by Mr. Jim Lott with the Mississippi Development Authority (MDA).

The Quality Awards division has completed the evaluations of the auditor training program for this coming year. They are presently working with the Excellence in Mississippi team to plan their 2005 conference that will be held at Philadelphia in March 2005.

Monitoring teams have started visiting various colleges to review last year's programs.

Mr. Holloway reported that the original Automotive Grant that the State Board had received was for Madison County. However, there is now a \$2.5 million grant that is being utilized throughout the community college system and the colleges have started submitting projects to utilize those funds.

Other good news, we have received a TANF Grant that was not expected in the amount of \$2,000,000.

We are partnering very heavily with the Mississippi Manufacturer's Association (MMA), who aggressively pursued the Legislature last year regarding tax credits, as well as other issues related to the community college system.

There is also a new partnership with the Department of Corrections. Last year the Board passed guidelines to allow the instruction of vocational programs at some of the regional correctional facilities; the Department has come back to SBCJC for a partnership with a "Serious and Violent Re-entry Initiative".

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### **EdNet Report**

Dr. Larry Day reported on two (2) EdNet meetings held on June 21, and August 16, 2004. There was not a quorum present at either meeting; therefore, the meetings were for discussion only.

EdNet has reached the end of its relationship with WorldCom by signing the settlement document prepared to settle its part of the WorldCom Bankruptcy. EdNet has received \$500,000 in equipment and has received \$44,625 in cash and paperwork has been completed to initiate the provision of MCI stock to EdNet.

EdNet has been working with Kim Adams of the Mississippi State Department of Health to initiate a contract for an engineering feasibility study for some 200 hospitals and health departments across the state. The contract has a value of \$50,000.

Although it will not be official until notification from the Office of the Secretary of State has been received, Mr. Janzen from the Governor's Office has informed that Ms. Ann Brock (Mississippi Public Broadcasting), Ms. Theresa McAlpin (Attorney General's Office), Mr. Jason Dean (Governor's Office) will be appointed to the EdNet Board. The Institutions of Higher Learning (IHL) representative will be announced at a later date. Board Members with unexpired terms are Mr. Jimmy Murphy (SBCJC), Mr. Frank Spencer (Office of the Attorney General) and Mr. David Litchliter (Information Technology Services).

### **Location of Fall 2004 Classes**

Dr. Larry Day presented a table that contains the list of location of classes for fall 2004 (Exhibit F). These locations are presented to the Board for approval, as outlined by legislation, after being approved by their individual college boards. Upon a motion by Mr. Chip Crane and a second by Ms. Patricia Randall, the Board **voted unanimously** to approve the location of the Fall 2004 classes.

### **Non-Financial Performance Report**

Dr. Day stated that the Board is required to submit non-financial performance indicators and measures with our budget. The nine (9) targeted outcomes that we submit for the colleges can be found in "Exhibit G". Dr. Day reviewed the information and gave a brief explanation of how this information is collected.

### **Office of Civil Rights (OCR) Report**

Mr. John Adcock reminded the Board that he was working on the methods of administration regarding the guidelines for eliminating discrimination and denial of service on the basis of race, color, national origin, sex and handicap in vocational education programs. Mr. Adcock has looked at guidelines of other state agencies and has compiled guidelines that he presented to Dr. Starling with OCR. We will be required to visit the campus of at least two (2) colleges to make sure that they are in compliance. At this time, we have not heard back from Washington (OCR) regarding the guidelines that we presented to them for review. Once we make whatever changes are required, we will start the process of determining which campuses we will evaluate. The guidelines that were presented to OCR are shown as "Exhibit H".

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### **Commission on Proprietary Schools and College Registration (CPSCR) Report**

Dr. Bradberry reported that there are 35 schools currently registered with 20 locations in Mississippi. The Commission recently approved 10 new programs at five (5) schools; 14 new agent permits and 18 agent renewals; 12 school renewals; 106 new instructors; and an exemption for one (1) school that works with Meridian High School that receives WIA funds.

There were two (2) student complaints filed. One complaint was with Healing Touch School of Massage Therapy in Hattiesburg regarding a student who had dropped out. Dr. Bradberry talked with the Director of the school and was assured that the student received a refund. The other complaint was with Virginia College in regard to a student that was dismissed. The school provided adequate documentation in the student's file concerning behavior problems.

Dr. Bradberry explained the various fees that the SBCJC collects under the Commission; such as Registration, Renewals, percentage of the schools Tuition income and Agent permits. The Commission received \$4,999.60 in fees for April 15, 2004 – June 15, 2004 and \$14,267.32 for June 16, 2004 – August 19, 2004.

### **Finance Report**

Mrs. Deborah Gilbert presented the items on the Finance Agenda as follows:

Upon a motion by Ms. Patricia Randall and a second by Mr. Napoleon Moore, the Board **voted unanimously** to approve the Education Enhancement Fund Disbursements as of July 31, 2004 from Fund 4080 in the amount of \$2,051,495.75 and Fund 4110 in the amount of \$47,978.56 for a total of \$2,099,474.31 (Exhibit I).

Upon a motion by Mr. Napoleon Moore and a second by Mr. Chip Crane, the Board **voted unanimously** to approve Budget Contingency Fund Disbursements from Fund 3296 for August, September, October, November and December 2004 in the amount of \$1,232,486 for each month (Exhibit J). The total amount allotted is \$14,789,832.00 and the Department of Finance and Administration (DFA) has requested to deposit 1/12 of the amount into our account each month for the Board Office to disburse.

Mrs. Gilbert explained the financial statements from Funds 2291 and Special Funds for the FY 2004 Lapse Period that is shown in "Exhibit K". Action was not required for this item.

Financial statements from General Fund 2291 and Special Funds as of July 31, 2004 for FY 2005 were discussed and are shown as "Exhibit L". Action was not required for this item.

Mrs. Gilbert provided a recap of FY 2004 Support Expenditures from various funds (Exhibit M). Action was not required for this item.

Mrs. Gilbert stated that she had copies of the fifteen (15) community and junior colleges' FY 2006 (MBR) Budget Requests, as well as, the composite request and the SBCJC Request available for review. The budget hearing before the Joint Legislative Budget Committee has been scheduled for September 16, 2004 at 1:30 p.m., on the 1<sup>st</sup> floor of the Woolfolk Building in Jackson.

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Recently, two (2) employees with the Mississippi Development Authority (MDA) visited the SBCJC Office to monitor records and financial information pertaining to a grant that we received the first of last year. After a thorough review they stated that there were no findings.

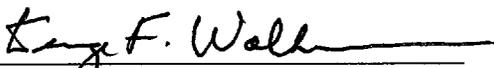
**Travel Authorizations**

Mr. Warren asked if there were requests for travel reimbursement for events other than regularly scheduled Board meetings. Upon a motion by Dr. Dorothy Nelson and a second by Ms. Patricia Randall, the Board **voted unanimously** to approve travel authorizations as follows:

*Any members who attend the LBO Hearing on September 16, 2004, in Jackson.*

**ADJOURNMENT**

There being no further business, the meeting adjourned at 10:30 a.m.

  
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Mr. George Walker, Chairman

  
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Dr. Wayne Stonecypher, Executive Director

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**Exhibits**

Oath of Office – Johnny L. (Chip) Crane, II ----- A  
MACJC Master Football Schedule ----- B  
Blueprint Mississippi Executive Findings ----- C  
Lauderdale County Newspaper Article ----- D  
SBCJC Newsletter ----- E  
Location of Classes for Fall 2004 ----- F  
Non-Financial Performance Indicators and Measures ----- G  
Office of Civil Rights (OCR) Guidelines (*Draft*) ----- H  
Education Enhancement Fund Disbursements for July 2004 ----- I  
Budget Contingency Fund Disbursements for Aug, Sept, Oct, Nov, and Dec 2004 ----- J  
Financial Statements from Funds 2291 and Special Funds for the FY 2004 Lapse Period ----- K  
Financial Statements from General Fund 2291 & Special Funds as of July 31, 2004  
for FY 2005 ----- L  
Recap of FY 2004 Support Expenditures from Various Funds ----- M