

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
September 16, 2005

The regular meeting of the State Board for Community and Junior Colleges was held at Coahoma Community College, 3240 Friars Point Road, Clarksdale, Mississippi, on Friday, September 16, 2005, at 9:00 a.m.

Members present: Major General Denver Brackeen, Mr. Napoleon Moore, Mr. Jimmy Murphy, Dr. Dorothy Nelson, Mr. George Walker, Mr. Lawrence Warren, Mrs. Brenda Yonge and Ms. Veldore Young.

Members not present: Mr. Chip Crane and Ms. Patricia Randall.

Staff in attendance: Dr. Wayne Stonecypher, Mr. John Adcock, Dr. Randall Bradberry, Dr. Larry Day, Mrs. Deborah Gilbert and Mrs. Denise Walley.

Guests in attendance: Dr. Vivian Presley – Coahoma Community College; Dr. Joe Haynes – Jobs for Mississippi Graduates (JMG); and Dr. Bill Smith – Institutions of Higher Learning (IHL).

CALL TO ORDER

Mr. George Walker called the meeting to order at 9:00 a.m. He thanked Dr. Vivian Presley for hosting the Board Meeting, as well as, providing entertainment and dinner for the Board members and staff during the visit to Clarksdale.

WELCOME

Dr. Presley, President of Coahoma Community College, welcomed the Board to the campus. She provided a folder containing information regarding the college, shown as "Exhibit I". Coahoma is very excited about the Associate Degree Nursing (ADN) program that has recently been approved to begin this year. Currently, there are 18 students enrolled in the program, with over 100 students on the waiting list.

Coahoma has renovated one of the oldest buildings on campus, which is known as a historical site that was constructed in 1930 as part of the Agricultural High School. Dr. Presley stated that plans are being made to construct a new allied health center within the next few months.

PRELIMINARIES

Dr. Dorothy Nelson gave the invocation.

Approval of the Minutes of the August 5, 2005, Meeting

Upon a motion by Mr. Lawrence Warren and a second by Ms. Veldore Young, the Board **voted unanimously** to approve the minutes of the August 5, 2005, meeting.

Review and Approval of Agenda

Upon a motion by General Denver Brackeen and a second by Mr. Napoleon Moore, the Board **voted unanimously** to approve the agenda as presented.

REPORTS/ACTION

Executive Director's Report

Dr. Stonecypher began by expressing his thanks to Dr. Presley for hosting the meeting. He complimented the excellent leadership skills that she displays as chair of the Mississippi Association for Community and Junior Colleges, as well as her duties as president of Coahoma Community College.

Dr. Stonecypher related that during the Programs Report of the meeting Dr. Bradberry would ask the Board to grant a **waiver of 150 class minutes** to colleges affected by Hurricane Katrina; see "Exhibit D". He explained that currently, college operational guidelines (approved by the SBCJC) require a total of 2250 minutes/semester or 150 minutes/week of student-teacher contact for each three (3) hour course (2250 minutes/semester does not include final examinations). Acceptance of the waiver, if approved, would be left to the discretion of the individual colleges.

Another item that Dr. Bradberry will seek approval relates to granting an **out-of-state tuition waiver** for the Fall 2005 semester to Alabama and Louisiana residents that have relocated to Mississippi, due to the impact of Hurricane Katrina. The students would be counted as in-state students for purposes of the enrollment audit, see "Exhibit E".

Also, the Board will be asked to allow the community colleges to temporarily enroll high school students who were attending a high school whose operation has been substantially disrupted by Hurricane Katrina into **Dual Enrollment** programs. Enrollment would be based on the following criteria: Students must have at least 10 Carnegie Units and a written recommendation from their high school principal or counselor. This would be reducing the required 14 Carnegie Units and waiving the 3.0 grade point average requirements, see "Exhibit F".

As requested by the Governor's office, a report on the *Mississippi Community and Junior College's Plan for Dealing with the Aftermath of Hurricane Katrina* was submitted; shown as "Exhibit G". Dr. Stonecypher reviewed the 1 month, 3 month, 1 year and 3 year plans, along with photos and articles regarding damages at a few of the colleges.

The Legislature will convene for a special session on September 27, 2005, to discuss matters related to the hurricane disaster. One item that will be considered by the legislature is allowing casinos to move off of the barges and build on land. IHL now has authority (through an attorney general's opinion) to offer gaming courses and Dr. Stonecypher stated that this could be a good opportunity for community colleges to seek permission to offer similar courses.

Dr. Stonecypher informed the Board that the community colleges are required to have insurance on all of their buildings and stated that he anticipates FEMA covering expenses that will not be covered by insurance.

The Board Office is working with the MACJC to set-up a special account through the Mississippi Community College Foundation (MCCF) to accept the many offers of support that have been received from other states to assist students and faculty of the colleges. They are also working with the WIA and the Mississippi Department of Employment Security (MDES) for short-term training in building trades and construction. There will be many jobs in the building area in the south portion of the state in the foreseeable future, with many people temporarily without jobs.

Dr. Stonecypher provided a handout that portrays the number of dropout students in each state, see "Exhibit H". Also, a scale of Mississippi's Average Fall Enrollment by Grade, number of

SBCJC Minutes: September 16, 2005

births and number of graduates for 1986-2004 was provided.

Dr. Stonecypher congratulated Dr. Larry Day on his appointment to the Executive Board of the Southeastern Association of Community College Research.

Upon a motion by Dr. Dorothy Nelson and a second by Mr. Jimmy Murphy, the Board **voted unanimously** to prepare a letter of commendation for the presidents of the community and junior colleges and their staff for their success in overcoming the obstacles incurred by Hurricane Katrina and for the excellent leadership, hard work and spirit of cooperation during the crisis.

Upon a motion by Mr. George Walker and a second by Dr. Dorothy Nelson, the Board **voted unanimously** to prepare a letter to the Board Staff for their leadership, support and dedication throughout the aftermath of Hurricane Katrina.

Mrs. Gilbert stated that the American Association of Libraries has contacted the SBCJC requesting information regarding colleges that received damage to their libraries. The SBCJC reported that Mississippi Gulf Coast Community College has damage to two (2) of their libraries, Meridian Community College had slight damage to its library and Jones County Junior College had extensive damage to its library.

MACJC Report

Dr. Presley stated that the Association last met on August 23, 2005. One of the presenters, Ms. Stephanie Meincke, was from Campus Compact, which is a coalition of more than 900 colleges/universities representing 5,000,000 students. It is the only national organization dedicated to advancing civic missions, such as AmeriCorp, Vista, etc., in higher education. Campus Compact promotes learning, volunteerism and civic engagement on campus. Ms. Meincke's goal is to meet with all higher education entities and develop a state-wide Campus Compact, which would make Mississippi a Campus Compact state. This endeavor would include all public and private colleges/universities.

Also, Dr. Shelia Keller with the Healthcare Research Group and Ms. Wanda Jones, the Executive Director of the Mississippi Office of Nursing for Workforce, gave a presentation of nursing education in Mississippi. They stated that their research indicated that Mississippi needs approximately 1,800 nurses. We currently have about 30,000 nurses in the state, but only 15,000 are employed in the hospitals where they are needed most. The RN vacancy rate in the Mississippi Delta is 21% (18.5% for LPN), compared to the overall state rate of 7.7% (11.6% for LPN). Research also shows that the present nursing population is aging; therefore, if these nurses cannot be replaced, retirement issues will be a great concern within the next 10 years.

Dr. Presley related that at the June 2005 Association meeting, the Presidents voted to appoint Mrs. Colleen Hartfield (Mississippi Gulf Coast Community College) to form a committee to look at public relation firms that could develop a marketing campaign to assist the community colleges to more effectively present their legislative recommendations to increase funding for the community colleges. Mrs. Hartfield recommended Interact Communications, Inc. of Onalaska, WI, a full-service communication company, and this recommendation was approved by the Association. The next step will be to analyze the research that Interact gathers and develop the message and key arguments for approaching the legislators, with the final step of this phase being to create a statewide public relations campaign designed to impact the legislative session.

SBCJC Minutes: September 16, 2005

Dr. Presley also reported on the special called telephone conference addressing issues related to Hurricane Katrina. The Association discussed the Mississippi Community College Foundation (MCCF) as the means to accept contributions from entities that have offered monetary donations.

Also during the telephone conference, the Association voted to postpone all athletic events until the week of September 19, 2005, reducing the schedule to a seven (7) week season.

Jobs for Mississippi Graduates, Inc.

Per the Board's request, Dr. Stonecypher formed a committee to review the request submitted by Dr. Joe Haynes, Executive Director for Jobs for Mississippi Graduates, Inc. (JMG), for \$250,000 to assist with the dropout prevention program. The committee recommends providing the funds to assist in the effort. A copy of the recommendation letter and additional back-up material that was provided by Dr. Haynes is shown as "Exhibit A".

A motion was made by Mr. Lawrence Warren and seconded by Ms. Veldore Young, the Board **voted unanimously** to contribute \$250,000 (from funds received through the Mississippi Department of Employment Security) to Jobs for Mississippi Graduates to assist with the dropout prevention program.

Dr. Joe Haynes gave a brief description of what the funds will be used for and expressed his appreciation for the Board's support.

Workforce Report

Mr. Walker began by stating that the Workforce Investment Board (WIB) meeting that was scheduled in September was cancelled, due to the aftermath of Hurricane Katrina.

Dr. Stonecypher reported on the Automotive Grant, which is used to assist 81 counties in Mississippi. Discussions are underway with the Department of Labor regarding the possibility of changing the scope of the existing grant in order to meet the immediate need of the state as a result of the recent hurricane.

Dr. Stonecypher asked Dr. Presley to provide the presidents with contact information for Strohm Manufacturing, Inc., a small company that manufactures caps. The Board, which toured Strohm's facilities the previous day, learned that past business had been lost due to global competition. At that time, a motion was made by Mr. Lawrence Warren and seconded by General Denver Brackeen, and **unanimously passed** to strongly encourage the colleges to buy merchandise from the company whenever possible and to help other small Mississippi businesses by purchasing in-state manufactured products.

Also, Dr. Stonecypher reviewed **Workforce Policy Exceptions**, which are shown as part of "Exhibit B". The Board has previously given discretion to Dr. Stonecypher to make decisions regarding these exceptions. In closing, he reviewed currently approved project types and the amounts that have been obligated.

Accountability and Technology Report

Dr. Larry Day began by stating that the **EdNet Board** met in August 2005. They are still in the process of selling equipment that was received from the WorldCom settlement and are continuing to look at proposals for the excess capacity for unused channel.

SBCJC Minutes: September 16, 2005

Dr. Day provided "Exhibit C", a list of **Fall 2005 Class Locations**, which contains updated material from last month's meeting. Upon a motion by General Denver Brackeen and a second by Dr. Dorothy Nelson, the Board **voted unanimously** to approve the updated list of locations for 2005 Fall Classes.

Dr. Day stated that due to damage to some of the locations and the total destruction of PRCC's Waveland Center, there will probably be additional locations needing approval. Upon a motion by General Denver Brackeen and a second by Mr. Jimmy Murphy, the Board **voted unanimously** that the Board staff may give temporary approval for any additional locations that are requested until the Board meets and can give official approval.

Dr. Day reported that it has been determined that the transfer of electronic transcripts should be tested between the fifteen (15) community colleges for a short time period to work out any glitches, before involving the K-12 and universities. Once it is determined that the system is working smoothly, it will expand to the other educational entities.

Program Report

Dr. Bradberry presented "Exhibit D", which was explained during the Executive Director's report, regarding a **waiver of 150 class minutes** to colleges affected by Hurricane Katrina. Upon a motion by General Denver Brackeen and a second by Ms. Veldore Young, the Board **voted unanimously** to grant a waiver of 150 class minutes to colleges that were affected by Hurricane Katrina.

Upon a motion by Dr. Dorothy Nelson and a second by Mrs. Brenda Young, the Board **voted unanimously** to grant the individual colleges the authority to **waive of out-of-state tuition** for Alabama and Louisiana residents that have relocated to Mississippi due to the impact of Hurricane Katrina, for the Fall 2005 semester, as outlined in "Exhibit E".

Upon a motion by Dr. Dorothy Nelson and a second by Mr. Jimmy Murphy, the Board **voted unanimously** to allow the community colleges to temporarily enroll high school students who were attending a high school that operation has been substantially disrupted by Hurricane Katrina into **Dual Enrollment** programs, as outlined in "Exhibit F".

Dr. Bradberry reported that the **Commission on Proprietary Schools and College Registration (CPSCR)** last met on August 18, 2005. The Commission approved two (2) new schools – Vortex Helicopters, Inc. in Long Beach and MSE Center Foundation in Jackson. The Commission also approved one (1) college renewal, 53 new instructors, six (6) new agent permits and 11 agent permit renewals. Two (2) complaints have been filed with the CPSCR regarding Virginia College (Jackson) and Delta Technical College (Southaven). Fees collected in August 2005 are in the amount of \$3,051.93. The total amount of fees that were collected through the CPSCR for FY2005 is \$71,362.05. There are presently 39 schools/colleges registered, with 25 being in-state and 14 being out-of-state.

Dr. Bradberry gave an update on the Study Commission, which was mandated in Senate Bill 2731 (2005 session), to review and consider the effectiveness of the College Tuition Assistance Grant Program administered by IHL. The majority of the commission feels that changes to the requirements should not be altered; therefore, activity has been put on hold. He also stated that legislators do not seem interested in making any changes to the grant at this time. The report that will be submitted will recommend more time to study the issues.

The Articulation with the Institutions of Higher Learning is now in place. The next scheduled meeting is set for October to decide when the next revision will be done.

SBCJC Minutes: September 16, 2005

Dr. Stonecypher explained a situation that Pearl River Community College (PRCC) is looking into regarding the annex of their main campus, whereby half of the campus is in the city limits and half is out of the city limits. PRCC expects to send a request to the Board in the near future to seek permission to formally annex the remainder of their campus into the city limits, which will qualify the institution for police, fire and other services provided by the city of Poplarville.

Legislative Report

Dr. Bradberry stated that a Special Session will begin on September 27, 2005, to discuss issues related to the aftermath of Hurricane Katrina.

Finance Report

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

Upon a motion by General Denver Brackeen and a second by Ms. Veldore Young, the Board **unanimously approved** the Education Enhancement Fund Disbursement as of August 31, 2005, from Fund 4080 in the amount of \$2,218,176.03 and from Fund 4110 in the amount of \$43,829.20 for a total of \$2,262,005.23, shown as "Finance Attachment 1".

Mrs. Gilbert explained the FY2005 General Fund Lapses and Special Fund Carry Forwards, as shown in "Finance Attachment 2". This did not require Board action.

Financial Statements for closeout from General Fund 2291 and Special Funds for FY 2005 (Lapse Period) are shown as "Finance Attachment 3a.1 and 3a.2". The statements are informational and do not require Board action.

Financial Statements for General Fund 2291 and Special Funds as of August 31, 2005, for FY 2006 are shown as "Finance Attachments 3b.1 and 3b.2". The statements are informational and do not require Board action.

Mrs. Gilbert reported that there were two (2) purchasing requests that require Board approval:

- a. "Finance Attachment 4a" contains correspondence from IHL (and other pertinent information) regarding requested utility reimbursement of IHL tenants for FY2006, in the amount of \$8,355.50.

A motion was made by Mr. Jimmy Murphy and seconded by Mr. Lawrence Warren, to **not pay** the requested fees, due to the fact that IHL receives an appropriation from the legislature to cover these expenses. After some discussion, Mr. Murphy moved to close discussion. A vote was called with Mr. Murphy, Mr. Warren and General Brackeen voting to not pay the bill, and Mr. Moore, Dr. Nelson, Ms. V. Young and Mrs. B. Yonge abstaining from voting.

After further discussion, the Board took a second vote and **unanimously decided to not pay** the requested fees.

- b. "Finance Attachment 4b" shows a letter from Dr. Richard A. Crofts along with a contract with IHL/MARIS for licenses of GIS/Remote Sensing Software in the amount of \$47,106. Upon a motion by Ms. Veldore Young and a second by Mrs. Brenda Yonge, the Board **voted unanimously** to approve the contract with IHL/MARIS for licenses of GIS/Remote Sensing Software.

SBCJC Minutes: September 16, 2005

Mrs. Gilbert reported on County Tax Support for FY2005, shown as "Finance Attachment 5a". She related that the same four (4) counties that did not meet the minimum amount required last year are continuing to not meet the requirements this year. An Attorney General's opinion has been requested and the Board office is awaiting response. Mr. Walker requested that an update on this issue be placed on next month's agenda and subsequent meetings until this matter is reconciled.

Reports were also given on revenues by source, expenditures by function and object for FY 2005 (Finance Attachment 5b); Auxiliary Enterprise Revenue & Expenditure for FY 2005 (Finance Attachment 5c); Education and General Expenditure for FY 2005 (Finance Attachment 5d); and a comparison of Revenues by Source for FY 1995 – FY 2005 (Finance Attachment 5e). These items were for informational purposes only and do not require Board approval.

A memo from the Department of Finance and Administration is shown as "Finance Attachment 6". Effective September 1, 2005, travel reimbursement for official state business in private automobiles will increase to \$0.485 cents per mile, in compliance with Mississippi statutes.

Mrs. Gilbert related that the LBO hearing that was scheduled for September 19, 2005 has been postponed, due to the aftermath of Hurricane Katrina. A notice was sent stating that it would be rescheduled, but it would have to be a condensed version, due to time restraints.

Travel Authorizations

Mr. Walker asked if there were requests for travel reimbursement for events other than regularly scheduled Board meetings. None were reported.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:52 a.m.



Mr. George Walker, Chairman



Dr. Wayne Stonecypher, Executive Director

Exhibits and Finance Attachments

Jobs for Mississippi Graduates Recommendation and Backup Material ----- A
Workforce Activity Report ----- B
Fall 2005 Class Locations----- C
Recommendation to Waive Class minute Requirements ----- D
Recommendation to Grant Authority to Waive Out-of-State Tuition ----- E
Temporary Waiver Regarding Dual Enrollment ----- F
MS Community /Junior College Plan for Dealing with the Aftermath of Hurricane Katrina----- G
Dropout Report ----- H
Coahoma Community College – Information Packet----- I
Education Enhancement Fund Disbursement for August 2005 ----- Finance Attachment 1
Report on FY 2005 General Fund Lapses and Special Fund Carry Forwards ----- Finance Attachment 2
Financial Statement – General Fund 2291 for FY 05 ----- Finance Attachment 3a.1
Financial Statement - Special Funds for FY 05 (Lapse Period)----- Finance Attachment 3a.2
Financial Statement – General Fund 2291 as of August 31, 2005 – FY06----- Finance Attachment 3b.1
Financial Statement - Special Funds as of August 31, 2005 – FY06 ----- Finance Attachment 3b.2
Request for Utility Reimbursement of IHL Tenant for FY 2006----- Finance Attachment 4a
Contract with IHL/MARIS for Licenses of GIS/Remotes Sensing Software----- Finance Attachment 4b
County Tax Support for FY 2005----- Finance Attachment
Revenue by Source, Expenditure by Function & Object for FY 2005----- Finance Attachment 5a
Auxiliary Enterprise Revenue & Expenditure for FY 2005 ----- Finance Attachment 5c
Education & General Expenditures for FY 2005 ----- Finance Attachment 5d
A Comparison of Revenues by Source for FY 1995 – FY 2005----- Finance Attachment 5e
Department of Finance and Administration Notice on Travel Reimbursement Change----- Finance Attachment 6