

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
September 21, 2006

The regular meeting of the State Board for Community and Junior Colleges was held on Thursday, September 21, 2006, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

Members present: Mr. George Walker, Mr. Chip Crane, Mrs. Patricia (Pat) Dickens, Mr. Henry (Bubba) Hudspeth, Mr. Bruce Martin, Mr. Napoleon Moore, Dr. Dorothy Nelson, Mr. Ed Perry, Mr. Henry Thomas and Mrs. Brenda Yonge.

Staff in attendance: Dr. Wayne Stonecypher, Dr. Randall Bradberry, Dr. Larry Day, Mrs. Deborah Gilbert, Dr. Jason Pugh, Mr. Michael Heindl and Mrs. Denise Walley.

Guests in attendance: Mr. Chuck Rubisoff – Attorney General’s Office; Dr. Bill Smith – Institutions of Higher Learning (IHL); Dr. David Cole – Itawamba Community College; Dr. Fiona Qualls – Jones County Junior College; Dr. Jan Moody and Mr. William Martin – Mississippi Gulf Coast Community College; Dr. Lavinia Sparkman – East Central Community College; Dr. Joe Haynes and Mrs. Alice Gauden – Jobs for Mississippi Graduates; Ms. Shirley Smart Menzies – J.J. McClain High School; Ms. Amy Jones Forrest Hill High School; Ms. Sharamaika Simmons and Mr. Darnell Head – former JMG students.

CALL TO ORDER

Mr. George Walker called the meeting to order at 9:00 a.m.

PRELIMINARIES

Mr. Bubba Hudspeth gave the invocation.

Approval of the Minutes of the August 17-18, 2006, Meetings

Upon a motion by Mr. Henry Thomas and a second by Mrs. Pat Dickens, the Board **voted unanimously** to approve the minutes of the August 17-18, 2006, meetings.

Review and Approval of Agenda

Upon a motion by Mr. Henry Thomas and a second by Mrs. Pat Dickens, the Board **voted unanimously** to approve the agenda as presented.

REPORTS/ACTION

Executive Director’s Report

Dr. Stonecypher began by introducing Mr. Michael Heindl, a new employee at the SBCJC. Mr. Heindl will be working with Ms. Debra West in the Career Technical Division. He has been the Director of Admissions & Records at Hinds for the last several years.

Dr. Stonecypher reported on the President’s Retreat that was held August 24 – 25, 2006 at Hinds Community College. The three (3) major legislative goals were discussed: mid-

SBCJC Minutes: September 21, 2006

level funding, capital improvement and drop out recovery. "Exhibit D" gives a brief explanation of the three (3) objectives.

IHL announced Dr. Lynn House as the new Assistant Commissioner for Academic and Student Affairs, effective September 1, 2006. Also, Dr. Reginald (Reggie) Sykes has been named Assistant Commissioner for Community and Junior College Relations, effective October 2, 2006. Dr. Sykes, who was vice president for the Jefferson Davis campus of Mississippi Gulf Coast Community College, has vast knowledge of the community and junior college system and will be a great asset to IHL.

The Mississippi Association of Colleges (MAC) Conference will be held at Rust College in Holly Springs, Mississippi, on October 22 – 24, 2006. With the deadline for registration fast approaching, Dr. Stonecypher asked that any Board Member interested in attending notify the office so hotel accommodations and registration can be completed. Information regarding the Conference is included as "Exhibit G".

Dr. Stonecypher reminded the Board that the February 2007 meeting will be held in Natchez in conjunction with the *Natchez Literary and Cinema Celebration*. Rooms have been reserved for the Board Members at the Briars Inn for February 22, 2006. Descriptions of events at the Celebration are included as "Exhibit H". Board Members were asked to contact the SBCJC office if they plan to stay for more than one (1) night, so further arrangements can be made.

The National Junior College Athletic Association (NJCAA) announced that Pearl River Community College is currently rated #1 in the Nation for Football. Also in the top 20 are: Jones County Junior College at #10, Mississippi Gulf Coast Community College at #11, Hinds Community College at #16 and Itawamba Community College at #20. The complete article is included as "Exhibit E".

The 2006 Report Card for Mississippi, as reported by the National Center For Public Policy and Higher Education, is included as "Exhibit F". The grade is a combined rating for the community college and universities. Although Mississippi did not have impressive marks, the report stated that very large percentages of first-year student at two- and four-year colleges return for their second year. Over the past 15 years, Mississippi has seen one of the steepest increases in the nation on the two-year measure.

MACJC Report

Dr. David Cole, President of the MACJC, gave a report on the Presidents' retreat. Dr. Cole provided several handouts that resulted from the retreat, shown as "Exhibit I". Dr. Cole reviewed the handouts and explained the importance of getting the concept of mid-level funding for community and junior colleges into the law. The mid-level funding proposal is based on a three-year phase in plan.

Drop out recovery is also a current focal point. The High School Dropout Recovery Initiative will include a blending of GED preparation and testing with occupational skills training. Community colleges need funding support to reach and retain adult learners. With equitable funding support, community colleges have an incentive to grow ABE programs as an integral part of the college instructional mission. Dr. Cole stated that having a high rate of high school drop outs is no longer just a social issue – it's an economic issue.

Upon Mr. Walker inquiring if newspaper editors had been contacted regarding the initiatives, Dr. Cole explained the current contract with InterAct Communications, a consultant group. He also stated that the public relations directors of the colleges met recently and have planned various

announcements to gain public awareness.

Academic Deans Report – Dr. Lavinia Sparkman

Dr. Lavinia Sparkman provided a copy of the 2006 Science Collaboration Initiative Forum's *Curriculum Alignment Among Two-year Colleges: Recommendations*, shown as "Exhibit J". Dr. Sparkman introduced the committee members: Dr. Jan Moody and Mr. William Martin – Mississippi Gulf Coast Community College and Dr. Fiona Qualls – Jones County Junior College. Jones County Junior College sponsored the committee's meeting in April of this year to which each of the colleges sent at least one representative. The group developed a curriculum that aligns all of the colleges.

Dr. Moody, as chair of the Science Committee, gave a brief history of how the individual committees are working to make student transition from one college to the next easier. A lot of focus was given to the Science area, due to variations in lab curricula. She stated that 120 people attended the meeting that was held at Jones. The next division to meet will be Fine Arts, which will meet in November at Holmes Community College. Completion date is expected to be in Spring 2008.

Jobs for Mississippi Graduates

Dr. Joe Haynes began by expressing his appreciation to the Board for past support. He reminded the Board that last year they approved a \$250,000 contribution to Jobs for Mississippi Graduates (JMG) to assist with their dropout prevention program. He asked that the Board consider making the same pledge this year.

He introduced Mrs. Alice Gauden from Jobs for Mississippi Graduates, who introduced teachers that work with the dropout prevention program and former students who are benefiting from their efforts: Ms. Shirley Smart Menzies, a job specialist at J.J. McClain High School; Mr. Darnell Head, a former Marshall High School student; Ms. Amy Jones, a job specialist at Forest Hill High School; and Ms. Sharamaika Simmons, currently a student at Holmes Community College – formerly a student at J. J. McClain High School.

Ms. Menzies began by stating that JMG and the dropout prevention is the best thing that has ever happened to J. J. McClain High School. She has seen first hand the difference that the program has made in the lives of the students. She introduced her former student, Ms. Sharamaika Simmons, who stated that she was in the first JMG class offered at the school. Without the direction she received in the program she would not have known the steps to take to gain employment. She has shared the knowledge that she obtained with her family members, by helping her mother and step father with their resumes. She has been a student at Holmes Community College, but expects to enlist in the army in March 2007 for active duty.

Ms. Jones has been with the JMG program for six (6) years. She stated that the program has helped her students tremendously with the transition from high school to the college level and that the majority of her students have enrolled in community colleges.

Mr. Darnell Head, a former JMG student, gave a brief description of how he benefited by being in the program at Marshall High School. He is currently a student at Jackson State University.

Dr. Haynes concluded by restating that the funds contributed by the SBCJC have made an outstanding difference in the lives of the students that have been involved. He stated that each school is required to match the amount of money that is contributed to their program. Currently, there are forty (40) schools in the state that offer the program.

SBCJC Minutes: September 21, 2006

Dr. Stonecypher explained to the Board that the Governor and the first lady believe in the program and encouraged the SBCJC to set aside funds that were received through Workforce last year.

Career and Technical Education Report

Dr. Jason Pugh referred to "Exhibit A", showing a list of items to be covered in his report.

Copiah-Lincoln Community College has requested to close their Associate of Applied Science (AAS) degree in Process Technology, effective May 31, 2006, due to insufficient enrollment. Upon a motion by Mr. Chip Crane and a second by Mrs. Brenda Yonge, the Board **voted unanimously** to grant the request to **close the Associate of AAS degree in Process Technology at Copiah-Lincoln Community College.**

Dr. Pugh announced that the agency received a grant from the Council on Developmental Disabilities in the amount of \$35,500 per year for four (4) years to fund Project ACCESS. The number of students with disabilities enrolling in college has more than tripled since 1978, when only 2.6% of full-time, first-time entering freshmen reported that they had a disability. He commended Ms. Debra West for her success obtaining the grant.

An update was given regarding the reauthorization of the Perkins Act, the federal legislation associated with career and technical education. Dr. Pugh explained the changes in the reauthorization from the original legislation, which is shown in "Exhibit A".

In the news, FedEx has donated a jet engine to Northwest Mississippi Community College's Aviation Maintenance Technology program at the DeSoto Center. Also, Mr. Marvin Moak, lead instructor in the electrical technology program on the Raymond Campus of Hinds Community College since 2000, received the 2006 Mississippi Manufacturers Association (MMA) Award for Excellence in Vocational Education. Both articles are included as part of "Exhibit A".

Workforce Report

Mr. Walker began by giving a brief explanation of his involvement in workforce education for the benefit of the new Board Members. Mr. Walker mentioned the Attorney General's Opinion recently obtained regarding clarification of legislative intent of funds received through unemployment compensation (SB 2469) for workforce projects.

Dr. Pugh began by directing the Board's attention to "Exhibit B", the Workforce Division Report. He reviewed a list of grants that are currently in place and two (2) that have been submitted.

Dr. Pugh stated that the Workforce Policy mandates that project exceptions be reported to the Board. There have been two (2) project exceptions made, both involved new or expanding entities in the state with special needs. One such exception is Tower Automotive, which is expanding in Meridian. Specialized training required some of their employees to go to other plants and train others at their location. The other exception is Rolls-Royce, who is putting in engine testing stations at the Stennis Space Center.

Dr. Pugh reviewed the Workforce Training Budget Report for FY2007, as of September 18, 2006.

Dr. Pugh provided a document from The Mississippi Manufacturers Association entitled, *Building Today for a Better Workforce Tomorrow, The Workforce Training Enhancement Fund*. Also, provided by Dr. Pugh is a one-page explanation prepared for Dr. Cole to clarify certain misunderstandings regarding the funds coming to the SBCJC through MDES. Both are shown

as "Exhibit K".

Accountability and Technology Report

Dr. Larry Day reported that the EdNet Board has not met since the last SBCJC meeting. Dr. Day reminded the Board that he would be asking for a recommendation to replace Mr. Jimmy Murphy. Mr. Napoleon Moore, who lives in the Jackson area, has expressed interest in serving on the EdNet Board. Upon a motion by Mr. Ed Perry and a second by Mrs. Pat Dickens, the Board **unanimously voted** to recommend Mr. Napoleon Moore to the governor as the SBCJC representative to the EdNet Board.

Dr. Day stated that there were no additional requests for **location of classes**.

The *Acceptable Use Policy* for SBCJC equipment was discussed at the last meeting. The Board is required to approve changes in policies; therefore, Dr. Day recommended approval of the policy that will replace the current policy. Upon a motion by Mrs. Pat Dickens and a second by Mr. Bruce Martin, the Board **voted unanimously** to approve the **Acceptable Use Policy**.

Program Report

Mr. Danny Seal reported that he had conducted a routine pre-monitoring workshop for adult education instructors last month. He will be leaving after he gives the report to attend the English as a Second Language (ESL) workshop in Grenada. There will be a Fall Directors' Retreat in Tupelo at the Itawamba Community College Campus next week.

Mrs. Richardson recently returned from a national ABE/GED meeting. She is also serving, with seven (7) other agencies, on the Youth's Vision Team. This initiative will work to assist high school dropouts.

In closing, Mr. Seal stated that he is involved with taping of several videos to be used in the ABE classes.

Dr. Bradberry reported on the articulation agreement that the community colleges have with IHL. He stated that there are very few concerns at this time regarding articulation and thanked Dr. Bill Smith for his contributions to the committee that worked on inconsistencies. Dr. Bradberry stated that Dr. Reggie Sykes would now be the point of contact for the universities.

Legislative Report

Dr. Bradberry stated that legislative support for mid-level funding and dropout recovery continues to grow.

Finance Report

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

Upon a motion by Mr. Bubba Hudspeth and a second by Mr. Bruce Martin, the Board **unanimously approved** the General Fund Disbursements from Fund 2298 for October 2006 in the total amount of \$8,542,552, shown as "Finance Attachment 1".

Upon a motion by Mrs. Pat Dickens and a second by Mr. Napoleon Moore, the Board **unanimously approved** the **Education Enhancement Fund Disbursements** from Fund 4080 and Fund 4110 in the total amount of \$3,213,260 for September 30, 2006, shown as

SBCJC Minutes: September 21, 2006

"Finance Attachment 2".

Mrs. Gilbert gave a report regarding the Career/Technical Funding Formula for FY 2007, which has a 7.5% base two-year "hold harmless" clause, and 19 high cost programs. See "Finance Attachment 3".

She also reported on **Financial Statements for General Fund 2291 and Special Funds** as of August 31, 2006 for FY 2007; shown as "Finance Attachments 4a & 4b".

Upon a motion by Mr. Chip Crane and a second by Mr. Bubba Hudspeth, the Board **unanimously approved** the **Memorandum of Agreement between the SBCJC and Copiah-Lincoln Community College for support of Medical Billing Program-Lab Tutorial Solution** in the amount of \$35,000 from Medical Billing Special Funds, as shown in "Finance Attachment 5a".

Upon a motion by Mr. Henry Thomas and a second by Mr. Napoleon Moore, the Board **unanimously approved** the **Memorandum of Agreement between SBCJC and Carol Moss for the Medical Billing Program** in the amount of \$17,868 from Medical Billing Special Funds, as shown in "Finance Attachment 5b".

Upon a motion by Mr. Napoleon Moore and a second by Mrs. Pat Dickens, the Board **unanimously approved** the **Contract Agreement between SBCJC and Jobs for Mississippi Graduates (JMG), Inc.**, in the amount of \$250,000 from Workforce funds. See "Finance Attachment 5c".

Mrs. Gilbert provided information regarding the colleges, as follows:

County Tax Support for FY 2006	Finance Attachment 6a
Revenue by Source, Expenditure by Function & Object for FY2006	Finance Attachment 6b
Education & General Expenditures for FY2006	Finance Attachment 6c
Auxiliary Enterprise Revenue & Expenditures for FY2006	Finance Attachment 6d
Comparison of Revenues by Source for FY2000-FY2007	Finance Attachment 6e
Student Fees & Charges 2006-2007	Finance Attachment 6f
Comparison of Tuition, Enrollment & State Support	Finance Attachment 6g

Mr. Walker requested a follow-up next month regarding County Tax Support for the colleges.

Travel Authorizations

Mr. Walker and Mr. Perry stated that they plan to attend the LBO Hearing on September 26, 2007; which was approved under a blanket motion at the August Board meeting.

Out-of-Town Meetings

The October Board meeting will be hosted by Holmes Community College. The Board will check

in at the Jackson Hilton on the 19th and will be transported to the Goodman campus for a tour and transported back to the Hotel. The Board meeting will be held at the Ridgeland Campus on Friday morning. The exact Itinerary has not been sent to us from Holmes at this time.

Arrangements for the February 2007 meeting at Copiah-Lincoln Community College, Natchez campus were discussed during the Executive Director's report.

Performance Evaluation and Expenditure Review (PEER) Update

Dr. Stonecypher stated that PEER will re-evaluate the SBCJC after six (6) months, to check the status of their recommendations. Dr. Stonecypher reviewed the three (3) main recommendations which were in regards to: 1) the enrollment verification process, 2) the timeline of when enrollment verification is conducted, and 3) class sizes and withdrawals. A copy of the proposed implementation of recommendations of the Joint Legislative Committee on Performance Evaluation and Expenditure Review's report entitled *A Review of the Funds Allocation Process for Mississippi's Community and Junior Colleges* (attached as Exhibit L) was provided and explained briefly.

Dr. Stonecypher stated that Dr. David Cole will appoint a Class Size Efficiency Committee to study classes with fewer than ten students. Academic Deans, Registrars, Presidents and members of the SBCJC staff will serve on the committee.

Other Business

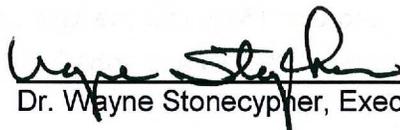
Mr. Hudspeth recommended sending a letter to the Mississippi Nurses Association, thanking them for the dinner and fellowship.

Mrs. Brenda Yonge made a motion that was seconded by Mr. Ed Perry, and **unanimously approved** that a resolution be prepared in honor of Dr. Bill Smith in appreciation for his past assistance and relationship with the SBCJC Board and staff.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:37 a.m.


Mr. George Walker, Chairman


Dr. Wayne Stonecypher, Executive Director

Exhibits and Finance Attachments

Career Technical Report-----A
Workforce Activity Report -----B
Acceptable Use Policy-----C
FY08 Funding Priorities -----D
NJCAA Football Poll -----E
2006 National Report Card – Grades for Mississippi -----F
Mississippi Association of Colleges (MAC) Conference Information -----G
Natchez Literary and Cinema Celebration Events -----H
Handouts from the MACJC Presidents' Retreat-----I
2006 Science Collaboration Initiative Forum *Curriculum Alignment Among Two-year Colleges:*
Recommendations-----J
Building Today for a Better Workforce Tomorrow, The Workforce Training Enhancement Fund.-----K
A Review of the Funds Allocation Process for Mississippi's Community and Junior Colleges -----L
General Fund Disbursements from Fund 2298 for October 2006 ----- Finance Attachment 1
Education Enhancement Fund Disbursements from Fund 4080 and Fund 4110 ----- Finance Attachment 2
Career/Technical Funding Formula for FY 2007 ----- Finance Attachment 3
Financial Statements for General Fund 2291 and Special Funds as of
August 31, 2006 for FY 2007 ----- Finance Attachments 4a & 4b
MOA between the SBCJC and Copiah-Lincoln Community College
for support of Medical Billing Program-Lab Tutorial Solution ----- Finance Attachment 5a
MOA between SBCJC and Carol Moss for the Medical Billing Program ----- Finance Attachment 5b
Contract Agreement between SBCJC and Jobs for Mississippi Graduates (JMG)---Finance Attachment 5c
County Tax Support for FY 2006 Finance ----- Attachment 6a
Revenue by Source, Expenditure by Function & Object for FY2006 ----- Finance Attachment 6b
Education & General Expenditures for FY2006 ----- Finance Attachment 6c
Auxiliary Enterprise Revenue & Expenditures for FY2006 ----- Finance Attachment 6d
Comparison of Revenues by Source for FY2000-FY2007 ----- Finance Attachment 6e
Student Fees & Charges 2006-2007 ----- Finance Attachment 6f
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