

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
March 16, 2007

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, March 16, 2007, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

Members present: 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, Mr. George Walker and Mrs. Brenda Yonge.

Staff in attendance: Dr. Wayne Stonecypher, Dr. Randall Bradberry, Dr. Jason Pugh, Dr. Larry Day, Mrs. Audra Kimble, Ms. Debbie Borgman, Mr. Michael Heindl, Mrs. Janet Dominy, Mrs. Shana Hansen, Mr. Ray Smith and Mrs. Denise Walley.

Guests in attendance: Dr. Howell Garner – Copiah-Lincoln Community College; Dr. Reginald (Reggie) Sykes – Institutions of Higher Learning (IHL); and Mr. Chuck Rubisoff – Attorney General's Office.

CALL TO ORDER

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

PRELIMINARIES

Dr. Dorothy Nelson gave the invocation.

OLD BUSINESS - Ratification of February Action Items

Upon a motion by Mr. Ed Perry and a second by Mrs. Pat Dickens, the Board **voted unanimously** to ratify the following items from the February 23, 2007 meeting:

- January 18-19, 2007 Meeting Minutes
- Program Changes for Mississippi Delta Community College (Biomedical Equipment Repair Option), Northeast Mississippi Community College (Office Systems Technology Certificate Option) and Hinds Community College (Environmental Technology Program closure).
- Finance Items: The Education Enhancement Fund Disbursement for March 31, 2007 from funds 4080 and 4110; and a contract with James Lott to design a Career Readiness Certificate (CRC) implementation plan.
- Travel Authorization to attend Capitol Day on February 28th.

Approval of the Minutes of the February 23, 2007, Meeting

Upon a motion by Mr. Bubba Hudspeth and a second by Mrs. Pat Dickens, the Board **voted unanimously** to approve the minutes of the February 23, 2007, meeting.

Review and Approval of Agenda

Upon a motion by Mrs. Pat Dickens and a second by Mrs. Brenda Yonge, the Board **voted unanimously** to approve the agenda with the following additions:

SBCJC Minutes: March 16, 2007

- East Mississippi Community College's request for permanent location at West Point, MS
- Mississippi Higher Education Assistance Corporation (MHEAC) appointment
- Blackboard Contract

REPORTS/ACTION

Executive Director's Report

Dr. Stonecypher began by introducing new employees: Mrs. Janet Dominy, who is the executive secretary and Mrs. Shana Hansen, who works in the Accounting area as an accountant/personnel manager.

Ms. Debbie Borgman reported that Mr. Jimmy Jackson, who works in the Finance Division, recently passed the national certification examination to become a certified professional public buyer. This will allow the SBCJC to become a certified purchasing office, which will allow more flexibility related to purchasing. Mr. Jackson was recognized and applauded by the Board.

Dr. Stonecypher reported on current activities related to the Career Readiness Certificate (CRC). The CRC is one small portion of the effort to help with drop out recovery in Mississippi. The certificate will be nationally recognized and transferable.

Dr. Stonecypher shared "Exhibit G" regarding a program that the state of Washington is putting together between the K-12 and community college system. This plan is very similar to the discussions going on in Mississippi concerning drop out recovery.

MACJC Report

Dr. Howell Garner reported that at the last MACJC meeting, held on February 27, the Association heard from Dr. Hank Bounds, Executive Director of the State Department of Education (SDE). Dr. Bounds discussed drop out prevention efforts going on at the SDE, such as new curricula, collaboration with other agencies, on-line courses, and the proposed practical nursing curriculum pilot for high school sophomores.

The Association also heard from Dr. Mike Waldrup with the School Board Association regarding property and causality trust insurance program.

Dr. Willis Lott, president of Mississippi Gulf Coast Community College (MGCCC), addressed the Association regarding the 25% enrollment loss that MGCCC suffered due to Hurricane Katrina. Enrollment is currently 15% below its average, and Dr. Lott has asked the Association to lend assistance to the college in regards to appropriation for the upcoming year. A committee was appointed to study options of how it may be done.

Nursing salaries were also discussed. It is anticipated that nursing instructors will be appropriated a \$6,000 annual increase in their salaries.

Another committee appointed during the Association meeting relates to the \$125,000,000 increase that was asked in line items requested in the Community College Budget Request. The committee has met since the February 27th meeting, and the Association has approved the transfer of funds from the formula to support the \$3,500,000 the cost increase related to the Blackboard contract and \$1,280,000 in funds for new career and technical programs.

Dr. Garner reported on "Capitol Day", sponsored by the Faculty Association, which was held on February 28th. He stated that there was a good turnout and that adequate media coverage was given.

Dr. Muse gave a report to the Association regarding an advisory committee for the MACJC on the Temporary Assistance for Needy Families (TANF).

The charter member induction ceremony of the MACJC Sports Hall of Fame will be held on April 24, 2007 at the Thames Conference Center on the Copiah-Lincoln Community College campus.

The MACJC Legislative Workshop will be held on June 3 – 6, 2007 at the Beau Rivage in Biloxi. Also, the MACJC Trustees Conference will be held on July 13 – 15, 2007 at the Beau Rivage.

Career and Technical Report

Dr. Jason Pugh reported the following program request, as shown in "Exhibit B":

Coahoma Community College - new Culinary Arts AAS Option under their existing Hotel and Culinary Arts program.

Upon a motion by Dr. Dorothy Nelson and a second by Mr. Chip Crane, the Board **voted unanimously** to approve Coahoma Community College's request to offer an Associate of Applied Science degree in Culinary Arts.

Mr. Michael Heindl gave a report on the Project ACCESS grant that was awarded to the SBCJC. The grant is funded by the Mississippi Council for Developmental Disabilities for three years to provide for the initial start-up costs of a statewide professional development organization for higher education ADA Coordinators and Disability Service Providers. Additional information is provided on page 2 of "Exhibit B".

Workforce Report

Dr. Pugh began by reporting on the U.S. Department of Labor WIRED grant that partners Mississippi and Alabama. One of the WIRED grant initiatives includes the implementation of the Career Readiness Certificate (CRC). Governors of the two (2) states will be holding a joint summit in the near future, and one (1) item that is expected to be discussed is Mississippi moving towards reaching this goal, which Alabama currently has in place.

Dr. Pugh gave a review of the Workforce Budget Report as of March 14, 2007, shown in "Exhibit C". Also included as "Exhibit C," is an up-to-date review of the Grants Activities. In addition, the Mississippi Corridor Consortium, which includes workforce training programs from Northeast Mississippi Community College, East Mississippi Community College and Itawamba Community College, recently received a \$1,200,000 Challenge Grant.

Dr. Pugh reviewed proposed changes to the Workforce Policies and Procedures, which are updated annually. The Board is required to approve the policies, in addition to approval by the State Workforce Investment Board (SWIB). The SWIB is expected to review the policies at their meeting in June 2007. Recommendations regarding the Career Readiness Certificate are included in the policies. See "Exhibit D" for additional information. Upon a motion by Mr. Bubba Hudspeth and a second by Mr. Henry Thomas, the Board **voted unanimously** to give initial approval to begin the Administrative Procedures Act process on the proposed Workforce Policies and Procedures.

East Mississippi Community College's Request for Permanent Location at West Point, MS

Dr. Stonecypher reported that East Mississippi Community College (EMCC) has been given the opportunity to expand its services to West Point, Mississippi. There is a location available for an off-site permanent location at West Point, which is within the EMCC district; see "Exhibit H". Upon a motion by Mr. Henry Thomas and a second by Dr. Dorothy Nelson, the Board **voted unanimously** to approve a permanent location for East Mississippi Community College at West Point, Mississippi.

Mississippi Higher Education Assistance Corporation (MHEAC) Appointment

The State Board for Community and Junior Colleges is responsible for appointing four (4) members to the Mississippi Higher Education Assistance Corporation (MHEAC). Dr. Howell Garner's term will soon end and MHEAC has asked that Dr. Garner be reappointed or that the Board appoint someone else to take the upcoming vacancy. Dr. Garner has agreed to serve another term, if the Board so decides. Upon a motion by Mrs. Pat Dickens and a second by Dr. Dorothy Nelson, the Board **voted unanimously** to reappoint Dr. Howell Garner to serve an additional term for MHEAC.

Accountability and Technology Report

Dr. Larry Day reported that EdNet met on March 15, 2007. The EdNet Board approved a contract agreement with RAND Consultants in the amount of \$235,000, assigning the EdNet staff to workout details on how excess channels can be used for educational purposes.

There have been no additional requests for location of classes.

Dr. Day reviewed the Enrollment Verification Summary for 2006-2007, shown as "Exhibit I".

An explanation of the *Proposed Changes to the Attendance Policy* was given by Dr. Day and is shown as "Exhibit E". The changes were recommended to provide clarification of the policy that was approved previously by the Board. Upon a motion by Mrs. Pat Dickens and a second by Mr. Napoleon Moore, the Board **voted unanimously** to give initial approval to begin the Administrative Procedures Act process on the *Proposed Changes to the Attendance Policy*.

Technology Update

Mr. Ray Smith gave an update on the upgrades that are currently being made to the SBCJC network, such as migrating away from the Legacy Network that is currently in place. Additional bandwidth is necessary to handle the upcoming load on the network used by the SBCJC and the community colleges. The migration will be in conjunction with the K-12 system, in order to keep costs down. Currently plans are to be completely off the Legacy Network and onto the new infrastructure by the end of the calendar year.

Program Report

Dr. Bradberry stated that there has recently been an articulation glitch regarding criminal justice courses from Coahoma Community College being accepted at Delta State University. By working with Dr. Reggie Sykes, the issue has been worked out to both colleges' satisfaction.

Mrs. Eloise Richardson provided several handouts during her report; see "Exhibit J". Among the handouts she provided was the Mississippi ABE Performance Targets sheet reflecting the functional level of students.

Mrs. Richardson also shared a "success story" article of Cody Eure, an East Central Community College GED student.

Dr. Bradberry reminded the Board that the Phi Theta Kappa Awards Luncheon will be held on March 21, 2007 and asked for a headcount of those that plan to attend. Confirmations of the new Board Members will also be on March 21, 2007.

Legislative Report

Dr. Bradberry gave an overview of legislation regarding the SBCJC and the community colleges. A list of candidates for the 2007 elections was provided and is shown as "Exhibit K". The Mid-Level Funding bill is expected to pass, but with a phase-in period that has not yet been determined.

Finance Report

Ms. Debbie Borgman reviewed the items on the Finance Agenda as follows:

Upon a motion by Mrs. Pat Dickens and a second by Mrs. Brenda Yonge, the Board **voted unanimously** to approve the **Education Enhancement Fund Disbursement for March 31, 2007** from funds 4080 and 4110 in the total amount of \$ 3,213,260. See "Finance Attachment 1".

Ms. Borgman reported that the February Education Enhancement Disbursements for Fund 4080 and Fund 4110 was approved in the total amount of \$3,213,260; however, the deposit amounted to only \$2,702,069.68 resulting in a difference of \$511,190.32; see "Finance Attachment 2". Action was not required.

Financial Statements for Funds 2291 and Special Funds, as of February 28, 2007, were reviewed and are shown as "Finance Attachments 3a and 3b".

Summary of Appropriation Bills: SB 3130 (Administration) and SB 3131 (Support), are shown as "Finance Attachments 4a – 4c".

Upon a motion by Mrs. Pat Dickens and a second by Mrs. Brenda Yonge, the Board **voted unanimously** to approve **purchase of SmartNet Maintenance for Cisco Hardware/Software from Venture Technologies** in the amount of \$27,699. See "Finance Attachment 5".

Upon a motion by Mr. Ed Perry and a second by Mrs. Pat Dickens, the Board **voted unanimously** to approve an acquisition for **additional Blackboard products, licensing, hosting, and related services** for use by all community and junior colleges through the SBCJC in the amount of \$10,800,354.75 for a 3-year period, contingent on current and future funding and the Executive Directors approval of contract with Blackboard. See "Finance Attachment 6".

Travel Authorizations

Mr. Walker asked if there were requests for travel reimbursements for events other than regularly scheduled Board meetings.

Upon a motion by Dr. Dorothy Nelson and a second by Mrs. Pat Dickens, the Board **voted unanimously** for blanket approval for any members who attend the

new Board Members confirmation hearing and the Phi Theta Kappa luncheon on March 21, 2007.

Upon a motion by Mrs. Pat Dickens and a second by Mrs. Brenda Yonge, the Board **voted unanimously** to approve travel for Dr. Stonecypher to attend an upcoming WIRED meeting that will be held in Monroe, Alabama, on May 14, 2007; and further, to attend an awards ceremony in Nashville, Tennessee, in which Dr. Stonecypher will be recognized by the Phi Theta Kappa International Honor Society of the Two-Year Colleges.

Consideration of Executive Session Regarding a Personnel Matter

Mr. Ed Perry made a motion, seconded by Mrs. Pat Dickens, that the Board close the meeting to consider going into executive session. **Motion passed unanimously.**

Upon a motion by Mr. Ed Perry and a second by Mr. Chip Crane, the Board **voted unanimously** to go into executive session to discuss a personnel matter. Mr. Walker opened the meeting and announced that the Board had voted to go into executive session to discuss the future plans of a current employee.

MINUTES OF THE EXECUTIVE SESSION

Board Members present during all or part of the executive session were *Mr. Chip Crane, Mrs. Patricia Dickens, Mr. Bubba Hudspeth, Mr. Bruce Martin, Mr. Napoleon Moore, Dr. Dorothy Nelson, Mr. Ed Perry, Mr. Henry Thomas, Mrs. Brenda Yonge and Mr. George Walker.*

No action was taken during the Executive Session. A motion was made by Mr. Henry Thomas and seconded by Mr. Chip Crane to open the meeting.

ADJOURNMENT

There being no further business the meeting was adjourned.


Mr. George Walker, Chairman


Dr. Wayne Stonecypher, Executive Director

Exhibits and Finance Attachments

Ratification Items from the February 23, 2007 Meeting ----- A
Program Request and Project ACCESS Q & A Sheet----- B
Workforce Division Report ----- C
Proposed Changes to the FY 08 Workforce Policies and Procedures----- D
Proposed Changes to the Attendance Policy ----- E
Phi Theta Kappa Letter Congratulating Dr. Stonecypher ----- F
Drop Out Recovery – Demonstrated Success ----- G
East Mississippi Community College’s Request for Permanent Location at West Point, MS----- H
MS Public Community/Junior Colleges Enrollment Verification Summary Report for 2006 - 2007----- I
ABE/GED Handouts ----- J
Candidates for 2007 Elections ----- K
Education Enhancement Fund Disbursements – March 31, 2007 -----Finance Attachment 1
Discrepancy in February Education Enhancement Fund Disbursements ----- Finance Attachments 2
Financial Statements – Funds 2291 and Special Funds as of 02/28/07--Finance Attachment 3a & 3b
Appropriation Bills - Comparison -----Finance Attachment 4
SmartNet Maintenance for Cisco Hardware/Software (Venture Technologies) Finance Attachments 5
Acquisition of Additional Blackboard products-----Finance Attachment 6