

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**April 20, 2007**

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, April 20, 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, Dr. Dorothy Nelson, Mr. Ed Perry, Mr. George Walker and Mrs. Brenda Yonge.

**Members not present:** Mr. Bruce Martin and Mr. Napoleon Moore.

**Staff in attendance:** Dr. Wayne Stonecypher, Dr. Randall Bradberry, Mrs. Deborah Gilbert, Dr. Jason Pugh, Dr. Larry Day, Mrs. Janet Dominy and Mrs. Denise Walley.

**Guests in attendance:** Dr. Howell Garner – Copiah-Lincoln Community College; Dr. Reginald (Reggie) Sykes – Institutions of Higher Learning (IHL); and Mrs. Marie Antoon – Mississippi Public Broadcasting (MPB).

**CALL TO ORDER**

Mr. George Walker called the meeting to order at 9:05 a.m.

**PRELIMINARIES**

Dr. Dorothy Nelson gave the invocation.

**Approval of the Minutes of the March 15- 16, 2007 Meetings**

Upon a motion by Mr. Bubba Hudspeth and a second by Mrs. Pat Dickens, the Board **voted unanimously** to approve the minutes of the March 15 - 16, 2007 meetings.

**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, excluding approval of the revisions to the Attendance Policy that was given initial approval for the Administrative Procedures Act (APA) process at the last meeting. Some comments were made regarding the policy and the staff would like an opportunity to discuss these with the presidents.

**REPORTS/ACTION**

**Executive Director's Report**

Dr. Stonecypher began by thanking the Board for their previous approval to install carpet in the SBCJC offices. The installers are in the process of laying the carpet and should complete the job within the next few weeks.

Mr. Walker was recently honored by Clarksdale, Mississippi, for his contributions to the community and the state. An article commending Mr. Walker is included as "Exhibit F".

Dr. Stonecypher announced that Mr. Henry Thomas was not confirmed by the Senate, due to the fact he is not a resident of the required congressional district. It may be next year before a replacement will be appointed by the governor.

There was recent negative publicity for one of the college's Associate Degree Nursing program that had a low passage rate on a major exam. Dr. Stonecypher stated that it has been recommended that the SBCJC office prepare a press release regarding the overall Registered Nurse national passage rate for students enrolled at the community colleges.

In light of the recent tragedy at Virginia Tech, there will be a discussion with the presidents at their next meeting to consider arranging a seminar for campus safety. Dr. Hank Bounds with the State Board of Education has offered the agency's lead safety officer to assist with the planning.

The SBCJC office is exploring the possibility of pursuing bond money during the next legislative session for the construction of a new facility for the SBCJC staff. The SBCJC staff continues to grow as new responsibilities are obtained and there is limited room to expand. The complex would also contain an area for meetings to be utilized by the community and junior colleges. It was recommended by the Board that the staff prepare a proposal for the Board to review during the May meeting. This will be discussed with the presidents at their meeting next week.

Mrs. Gilbert gave a report regarding the prices of required books for entry level courses for Biology, Chemistry, Math and Psychology. She stated that Dr. Meredith with IHL had appointed a task force to study prices and she was asked to gather information regarding course books that are used at the community colleges. Spread sheets detailing prices are included as "Exhibit G".

### **MACJC Report**

Dr. Howell Garner reported that the last MACJC meeting was held at the Capitol on March 27, following the legislative conference weekend, at which time the Association discussed bills that related to funding of the colleges.

Dr. Garner announced that the MACJC Sports Hall of Fame ceremony will be held on April 24, 2007 at the Thames Conference Center on the Copiah-Lincoln Community College campus. He is expecting 250 – 275 people to attend the event.

Dr. Garner voiced his support for the SBCJC pursuing bond money to fund the construction of a new facility.

Mr. Perry commended the SBCJC staff and the Presidents for their diligence and team work during the legislative session.

### **Career and Technical Report**

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

#### **Jones County Junior College - new Respiratory Therapy degree program.**

Upon a motion by Mr. Bubba Hudspeth and a second by Mrs. Pat Dickens, the Board **voted unanimously** to approve Jones County Junior College's request to offer an AAS degree in

Respiratory Therapy.

Dr. Pugh reminded the Board that the SBCJC office is now responsible for conducting Office of Civil Rights (OCR) college site reviews. Ms. West and Mr. Heindl recently led review committees through site visits at Pearl River Community College and Northwest Mississippi Community College. SBCJC staff is currently conducting two (2) reviews per year, with the assistance of staff from various colleges.

Dr. Pugh reviewed a proposed policy to be used as a guideline for interns that seek experience at the SBCJC office. An Intern Performance Review Form is also included as part of "Exhibit A". Upon a motion by Mrs. Brenda Yonge and a second by Dr. Dorothy Nelson, the Board **unanimously approved** the proposed Intern Policy and Performance Review Form.

### **Workforce Report**

Dr. Pugh reported that there is currently \$20,240,735.13 in workforce funds obligated to the colleges for project use. The Workforce Budget for FY 2007 and the Grants Activity Report are shown as "Exhibit B".

Dr. Pugh presented a copy of the proposed Career Readiness Certificate (CRC). The governor has given his permission to use his signature on the certificate, along with Mr. Walker on behalf of the SBCJC and Mr. George Schlogel on behalf of the State Workforce Investment Board. There will be three (3) levels of the certificates that will be issued: Gold, Silver and Bronze. The SBCJC is within days of issuing copies of the certificates to students that have completed the courses at East Mississippi Community College and have passed the required tests.

The FY 2008 Workforce Policies and Procedures that were initially approved to begin the APA process at the last meeting have had no comments filed. Final approval will be requested during the Accountability Report.

Dr. Pugh included an article regarding Holmes Community College starting an online training program.

### **Accountability and Technology Report**

Mrs. Marie Antoon, Executive Director of the Mississippi Public Broadcasting, addressed the Board regarding current issues concerning the Mississippi EdNet Institute, Inc. A Historical Overview and Executive Summary are included as "Exhibit C".

Although it had been previously stated that EdNet had entered an agreement with the RAND Corporation, the agreement has not been executed due to SBCJC's request for more information. Mrs. Antoon explained the intent of the contract and answered questions regarding the contract.

There have been no additional requests for location of classes.

Due to there being no comments or requested changes to the **FY 2008 Workforce Policies and Procedures** during the APA process, a motion was made by Mr. Ed Perry, seconded by Mr. Chip Crane and unanimously approved by the Board. See "Exhibit E".

### **Finance Report**

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

Upon a motion by Mrs. Pat Dickens and a second by Mr. Chip Crane, the Board **voted unanimously** to approve the **Education Enhancement Fund Disbursement for April 30, 2007** from funds 4080 and 4110 in the total amount of \$ 3,213,260. See "Finance Attachment 1".

Mrs. Gilbert reported that the March 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 \$3,200,400.52 resulting in a difference of \$12,859.48; see "Finance Attachment 2". Action was not required.

Upon a motion by Mrs. Pat Dickens and a second by Dr. Dorothy Nelson, the Board **unanimously approved** a change in the **Z-1 Budget Approval Request**, as shown in "Finance Attachment 3a & 3b".

Upon a motion by Mr. Chip Crane and a second by Mrs. Brenda Yonge, the Board **voted unanimously** to approve the **Technology Data Center Construction and Equipment Purchases for Blackboard Expansion** in the amount of \$154,542. See "Finance Attachment 4".

**Financial Statements for Funds 2291 and Special Funds**, as of March 31, 2007, were reviewed and are shown as "Finance Attachments 5a and 5b".

Upon a motion by Mr. Ed Perry and a second by Mr. Chip Crane, the Board **voted unanimously** to approve the **Purchasing Policy Update**, effective March 20, 2007. HB 1012 revised the bid thresholds from \$3,500 to \$5,000 for at least two (2) competitive written bids and from \$15,000 to \$25,000 for bids requiring advertising.

Mrs. Gilbert gave updates on the following: SB 3130, SBCJC Appropriations for FY 2008 – "Finance Attachment 7a"; SB 3131, CJC Support Appropriations for FY 2008 – "Finance Attachment 7b"; HB 246, Bond Bill of \$35,000,000 for colleges – "Finance Attachment 7c"; and SB 3201, Bond Bill of \$3,000,000 for Mississippi Gulf Coast Community College – "Finance Attachment 7d".

Mrs. Gilbert asked that the Board provide any items that they would like to see added to the FY 2009 Budget Request. The FY 2009 Budget Request will be brought to the Board for approval at the June 2007 meeting.

Dr. Larry Day gave the **Quarterly Capital Improvements Report**. See "Finance Attachment 9".

### **Program Report**

Dr. Bradberry reported that the **Commission on Proprietary Schools and College Registration (CPSCR)** met on April 19, 2007. The Commission approved one (1) new registration application; four (4) renewals; one (1) new program; six (6) new instructors; 11 new agent permits; 10 new agent permits; and has collected \$47,675.49 during FY07 in fees. There are presently 45 schools registered (29 in-state/16 out-of-state). See "Exhibit H" for additional information.

Dr. Bradberry gave an update on the Blue Ribbon Committee for Teacher Preparation, which is chaired by Dr. Lynn House (IHL). The committee aims to increase the quality and quantity of teachers in Mississippi by creating an accountability system linking student achievement with

teachers from particular teacher preparation programs; increasing teacher retention rates; develop stronger teacher education articulation agreements between two-year and four-year schools; aligning certification/licensure requirements with national/state standards and federal mandates; and improving teacher recruitment processes. The committee consists of approximately 36 educators, business/industry leaders, parents, and legislators who represent Mississippi's demographic diversity and diversity of perspectives on education. Dr. Bradberry represents the community colleges in this endeavor. The next committee meeting will be held on June 15, 2007.

**Legislative Report**

Dr. Bradberry gave a brief overview of legislation regarding the SBCJC and the community colleges.

**Travel Authorizations**

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

Upon a motion by Mrs. Pat Dickens and a second by Dr. Dorothy Nelson, the Board **voted unanimously** to approve reimbursement for Mr. Bubba Hudspeth, Mr. Ed Perry and Mr. Bruce Martin to attend their Senate Confirmation at the Capitol March 21, 2007.

**Election of Officers**

Mr. Walker opened the floor for nominations of officers for the July 2007 – June 2008 term.

Mr. Ed Perry made a motion, which was duly seconded, to re-elect Mr. George Walker as SBCJC Chairman for the 2007-2008 year. **There being no further nominations, it was unanimously agreed upon that Mr. Walker would serve another year as Chairman.**

Mrs. Pat Dickens made a motion, which was seconded by Mrs. Brenda Yonge, to elect Mr. Chip Crane as SBCJC Vice Chairman for the 2007-2008 year. A motion was made and seconded to close the nominations. **It was unanimously agreed upon that Mr. Crane would serve as Vice Chairman.**

**Other Business**

Mr. Walker reminded the Board that the evaluation of the Executive Director would be conducted at the May 2007 meeting.

Dr. Stonecypher stated that he would be discussing the recommendation of a community college bumper sticker to the Presidents at their next meeting.

**ADJOURNMENT**

There being no further business the meeting was adjourned at 11:05 a.m.

  
Mr. George Walker, Chairman

  
Dr. Wayne Stonecypher, Executive Director

Exhibits and Finance Attachments

Career Technical Division Report ----- A  
Workforce Division Report ----- B  
EdNet Report (Historical Overview and Executive Summary) ----- C  
Proposed Changes to the Attendance Policy ----- D  
Proposed Changes to the FY 08 Workforce Policies and Procedures ----- E  
George Walker Appreciation Day Article ----- F  
Report on Required Book Fees for Entry Level Courses ----- G  
CPSCR Report ----- H  
Education Enhancement Fund Disbursements – April 30, 2007-----Finance Attachment 1  
Discrepancy in March Education Enhancement Fund Disbursements-----Finance Attachment 2  
Z-1 Budget Approval Request----- Finance Attachments 3a & 3b  
Purchasing Approvals for Technology Data Center Construction and Equipment Purchases for  
Blackboard Expansion -----Finance Attachment 4  
Financial Statements – Funds 2291 and Special Funds as of 03/31/07--Finance Attachment 5a & 5b  
Purchasing Policy Update (HB 1012) -----Finance Attachment 6  
Appropriation and Bond Bill Summary -----Finance Attachments 7a – 7d  
Quarterly Capital Improvements Report-----Finance Attachment 9