

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**May 18, 2007**

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, May 18, 2007, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

**Members present:** Mr. Henry (Bubba) Hudspeth, Mr. Max Huey, Mr. Bruce Martin, Mr. Napoleon Moore, Dr. Dorothy Nelson, Mr. Ed Perry and Mr. George Walker.

**Members not present:** Mr. Chip Crane, Mrs. Patricia (Pat) Dickens and Mrs. Brenda Yonge.

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

**Guests in attendance:** Dr. Reginald (Reggie) Sykes – Institutions of Higher Learning (IHL); and Mr. Chuck Rubisoff – Office of the Attorney General.

**CALL TO ORDER**

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

**PRELIMINARIES**

Mr. Napoleon Moore gave the invocation.

**Swearing In of Mr. Donald Max Huey**

Mrs. Sandra Lucas, SBCJC staff member, conducted the swearing in ceremony of newly appointed Board Member, Mr. Donald Max Huey of Picayune, Mississippi. A copy of the Oath of Office for Mr. Huey is shown as "Exhibit G".

**Approval of the Minutes of the April 19 - 20, 2007 Meetings**

Upon a motion by Mr. Bubba Hudspeth and a second by Mr. Napoleon Moore, the Board **voted unanimously** to approve the minutes of the April 19 -20, 2007 meetings.

**Approval of Agenda**

Upon a motion by Mr. Bubba Hudspeth and a second by Mr. Bruce Martin, the Board **voted unanimously** to approve the agenda as presented.

**REPORTS/ACTION**

**Executive Director's Report**

Dr. Stonecypher began by welcoming Mr. Huey to the SBCJC Board.

He reported that U.S. Attorney General Alberto Gonzales met with several state department leaders regarding the recent Virginia Tech tragedy. An administrative security workshop is being planned across the state for the community and junior college

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system in an effort to educate and hopefully prevent such misfortune from happening at other colleges.

A copy of an article was presented regarding Southwest Mississippi Community College's students being on par with major colleges, shown as "Exhibit F".

Dr. Stonecypher related that he and the associate executive directors have discussed the planning of a new Community and Junior College Center and have estimated that future needs will require approximately 23,500 square feet. According to information that Dr. Bradberry has obtained from the Department of Finance and Administration (Buildings and Grounds Division), approximate building expenses are \$200 - \$250 per square foot, plus furnishings and landscape. The Center would house SBCJC employees and meeting rooms, as well as, the Mississippi Hall of Fame for Community College Athletics. With the Board's consent, the SBCJC staff will request support from the community college presidents and continue to research and plan to obtain bond money to cover the expenses. Upon a motion by Mr. Bruce Martin and a second by Mr. Napoleon Moore, the Board **voted unanimously** to continue strategizing the proposed plan for a new center.

Dr. Bradberry recently attended a Mitigation Council Meeting, an initiative led by Mr. Neel Shaffer with an engineering firm, for the purpose of limiting future losses due to natural disasters, such as Hurricane Katrina. The group will develop an enhanced plan for future disasters.

Dr. Stonecypher recently attended a WIRED meeting with Governor Barbour and Governor Riley (Alabama) to discuss economic development.

Dr. Bradberry gave an update on the recent Sports Hall of Fame Celebration that took place at Copiah-Lincoln Community College. Former SBCJC Board Member General Denver Brackeen was among those that were inducted to the Hall of Fame. It was reported that approximately 400 individuals attended the event, which is expected to be held annually.

Dr. Reggie Sykes (IHL) presented an IHL News Release announcing proposed tuition increases at many of Mississippi's universities; see "Exhibit H". The proposed increases were approved by the IHL Board at their meeting held on May 17, 2007.

Mrs. Gilbert addressed a question that had been posed the previous evening during the work session, regarding the expected salary increases at the community colleges for FY 2008, which varies from 3% - 9%.

Dr. Stonecypher stated that information is being gathered for a press release regarding the pass rate of nursing students state-wide.

Dr. Stonecypher explained SB 2081, which passed during the recent session regarding meeting quorums via interactive network. Mr. Rubisoff explained that a five day public notice of each satellite location must be given to be in compliance.

Dr. Stonecypher reminded the Board that the MACJC Legislative Workshop will be held on June 3 - 6, 2007, in Biloxi, Mississippi. The MACJC Trustees Conference will also be held in Biloxi in conjunction with the SBCJC July meeting on July 13 - 14, 2007. Reservations have been made for the Board. Members that are not planning on attending or need to cancel their reservation for any reason should contact Mr. Jim Southward at the SBCJC office by July 5, 2007.

**MACJC Report**

Dr. Bradberry was asked to give the MACJC report of the April 2007 meeting in Dr. Cole's absence. The Association heard a report from Mr. Sam King with IT Group, Inc. He stated that the Group is working with MEMA and the Department of Homeland Security to implement a standardized personnel accountability system.

The Association heard an update from Mr. Ray Smith regarding upgrading the wide-area network system located at the SBCJC office.

A report was given regarding progress on electronic transfer of transcripts.

Dr. Muse provided information regarding funding available through a grant to engage skilled construction workers for the rebuilding of the Gulf Coast area, in the amount of \$1,000,000. The Association voted unanimously to accept the grant.

**Career and Technical Report**

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

**Program Closure:**

Hinds Community College (Rankin Campus) –AAS, Optometric Technology.

**New Programs:**

East MS Community College (Scooba) –Vocational Certificate, Basic Electrical Lineworker (ELB)

East MS Community College (Golden Triangle-Mayhew) –AAS and Vocational Certificate, Surgical Technology

Holmes Community College (Grenada Center) – AAS, Conservation Law Enforcement

Northeast MS Community College (Booneville) – AAS and Vocational Certificate, Culinary Arts Technology

Northwest MS Community College (Senatobia Campus) – AAS and Vocational Certificate, Food Production and Management Technology

Pearl River Community Colleges (Poplarville and Hattiesburg Woodall ATC) – AAS and Technical Certificate, Utility Lineman Technology

Southwest MS Community College (Summit) –AAS, Health Information Technology

Upon a motion by Mr. Bubba Hudspeth and a second by Dr. Dorothy Nelson, the Board **voted unanimously** to approve the requested program closure and all new program requests as listed above.

Dr. Pugh gave a brief update on the dual enrollment for Practical Nursing (PN) initiative. Dr. West has met with representatives from the colleges, school districts and the Department of Education to begin plans to implement pilot programs through East Mississippi Community College with the Starkville School District; Hinds Community College with the Hinds Secondary Center or the Rankin Secondary Center (to be

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determined); Meridian Community College with the Meridian School District; and Northwest Mississippi Community with the Oxford School District.

Several articles were provided for informational purposes and are included in "Exhibit A".

### **Workforce Report**

Dr. Pugh reviewed the Workforce Budget Report and the Grants Activity Report; both are shown as "Exhibit B".

Dr. Pugh shared draft copies of the Career Readiness Certificates (CRC) that will be issued to qualified recipients from the Meridian Community College district and East Mississippi Community College district. We expect many certificates to be issued in the near future. A letter of congratulations on SBCJC letterhead will be mailed along with the certificates, as well as, information on how to achieve a higher level certificate and/or the GED.

Articles regarding Workforce training were provided and are included as part of "Exhibit B".

### **Accountability and Technology Report**

Dr. Day stated that EdNet has not met since he last reported to the Board.

Dr. Day reviewed requests provided by the colleges for location of classes for Summer 2007, shown as "Exhibit C". Upon a motion by Dr. Dorothy Nelson and a second by Mr. Napoleon Moore, the Board **voted unanimously** to approve the requested locations made by various colleges.

Dr. Day announced that his secretary, Mrs. Terica McKennis, birthed a healthy baby boy the previous evening.

### **Program Report**

Mrs. Eloise Richardson introduced Mrs. Janice Young, a new employee in the ABE/GED office. Mrs. Richardson also explained about available funds that have allowed her to obtain temporary helpers to check GED records that were transferred from the outdated computer system to the new system via paper records that the SBCJC has kept on file. The temporary workers have been successful in locating lost computer records that Mrs. Richardson is adding to the new system.

Mrs. Richardson provided handouts regarding the Mississippi ABE Performance Targets and explained its purpose; see "Exhibit I".

Dr. Bradberry reminded that the Board is required to appoint members to the Commission on Proprietary Schools and College Registration (CPSCR). Dr. Shirley Hopkins-Davis, whose term will expire at the end of June, has expressed an interest in serving another term. Dr. Bradberry stated that she has been a reliable and diligent member and recommended her reappointment. Upon a motion by Dr. Dorothy Nelson and a second by Mr. Bruce Martin, the Board **voted unanimously** to reappoint Dr. Shirley Hopkins-Davis to serve on the CPSCR.

Dr. Bradberry provided a copy of the Acronym Dictionary, a compilation of acronyms that are used within the SBCJC office and the community colleges; see "Exhibit J".

Provided as "Exhibit D", is a list of retirees in the Community College system for June 2007. Also provided and reviewed as part of the exhibit, are sample bumper stickers and window

decals promoting the community colleges. Mr. Hudspeth indicated that he preferred the last sticker shown. Dr. Bradberry was asked to continue researching a color scheme and come back to the Board with expected costs of the stickers and decals.

### **Legislative Report**

Dr. Bradberry gave a brief overview of the special session regarding the SBCJC and the community colleges. He stated that the presidents may discuss, during their legislative workshop in June, the makeup of members of the college boards and millage assessment.

### **Finance Report**

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

Upon a motion by Dr. Dorothy Nelson and a second by Mr. Bruce Martin, the Board **voted unanimously** to approve the **Education Enhancement Fund Disbursement for May 31, 2007** from funds 4080 and 4110 in the total amount of \$ 3,213,260. See "Finance Attachment 1".

**Financial Statements for Funds 2291 and Special Funds**, as of April 30, 2007, were reviewed and are shown as "Finance Attachments 2a and 2b".

Upon a motion by Dr. Dorothy Nelson and a second by Mr. Napoleon Moore, the Board **unanimously approved** the proposed **FY 2008 Administrative Budget**, as shown in "Finance Attachment 3".

Upon a motion by Mr. Bubba Hudspeth and a second by Dr. Dorothy Nelson, the Board **unanimously approved** the **FY 2008 Z-1 Budget for Support and Administration**, as shown in "Finance Attachments 4a & 4b".

Upon a motion by Mr. Napoleon Moore and a second by Dr. Dorothy Smith Nelson, the Board **unanimously approved** the **Guidelines for Administration of Associate Degree Nursing Support for FY 2008**, as shown in "Finance Attachment 5".

Upon a motion by Mr. Ed Perry and a second by Mr. Bruce Martin, the Board **unanimously approved** the **Guidelines for the Disbursement of Advanced Training Center Funds for FY 2008**, as shown in "Finance Attachment 6".

Upon a motion by Mr. Ed Perry and a second by Mr. Max Huey, the Board **unanimously approved** the **Schedule of Disbursements**, as shown in "Finance Attachment 7".

Mrs. Gilbert stated that Finance Item #8 was withdrawn and will be brought before the Board at the meeting next month for approval.

Mrs. Gilbert reviewed the combined responses from the colleges for **Support and Administration FY 2009 Budget Requests**, as shown in "Finance Attachment 9a & 9b".

The **10-Year Revenue, Employment and Enrollment Information** that was provided to the Governor's Office is shown as "Finance Attachment 10".

Upon a motion by Mr. Ed Perry and a second by Mr. Max Huey, the Board **unanimously approved** the proposed **Salary Schedule Revision**, as shown in "Finance Attachment 11".

**Travel Authorizations**

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

Upon a motion by Mr. Bubba Hudspeth and a second by Dr. Dorothy Nelson, the Board **voted unanimously** to approve Dr. Stonecypher's request to travel to Virginia for a State Director's meeting in August 2007.

Upon a motion by Dr. Dorothy Nelson and a second by Mr. Bubba Hudspeth, the Board **voted unanimously** to approve Mr. George Walker's request to attend the MACJC Legislative Workshop in Biloxi on June 3 - 6, 2007.

**East Mississippi Community College's Request for a Permanent Location at Maben, MS**

Dr. Stonecypher explained the request made by East Mississippi Community College to expand educational opportunities in Maben. A copy of the request letter by Dr. Rick Young is attached as "Exhibit E".

Upon a motion by Mr. Ed Perry and a second by Dr. Dorothy Nelson, the Board **voted unanimously** to approve East Mississippi Community College's request to open a permanent location in Maben, Mississippi.

**Consideration of Executive Session Regarding a Personnel Matter**

Mr. Max Huey made a motion, seconded by Dr. Dorothy Nelson, that the Board close the meeting to consider going into executive session. **Motion passed unanimously.**

Upon a motion by Mr. Max Huey and a second by Dr. Dorothy Nelson, 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 evaluation of the Executive Director.

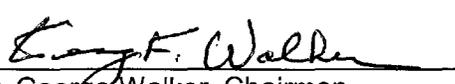
**MINUTES OF THE EXECUTIVE SESSION**

Board Members present during all or part of the executive session were: *Mr. Henry (Bubba) Hudspeth, Mr. Max Huey, Mr. Bruce Martin, Mr. Napoleon Moore, Dr. Dorothy Nelson, Mr. Ed Perry and Mr. George Walker.*

A discussion regarding evaluations submitted by all Board members covering all aspects of Stonecypher's job performance took place. It was **unanimously voted** to implement a seven percent (7%) pay increase, bringing his salary to \$170,000, effective on July 1, 2007.

**ADJOURNMENT**

There being no further business the meeting was adjourned.

  
Mr. George Walker, Chairman

  
Dr. Wayne Stonecypher, Executive Director

**Exhibits and Finance Attachments**

Career Technical Division Report ----- A  
Workforce Division Report ----- B  
Location of Classes for Summer 2007 ----- C  
List of Community College Retirees; Proposed Bumper Stickers & Decals ----- D  
East Mississippi Community College's Request for Permanent Location at Maben, MS ----- E  
*Keeping the Pace* Article regarding Southwest Mississippi Community College ----- F  
Oath of Office for Mr. Donald Max Huey ----- G  
IHL Press Release regarding University Tuition Increases ----- H  
Mississippi ABE Performance Targets ----- I  
Acronym Dictionary ----- J  
Education Enhancement Fund Disbursements – May 31, 2007 ----- Finance Attachment 1  
Financial Statements - Funds 2291 and Special Funds as of 04/30/07 -- Finance Attachment 2a & 2b  
FY 2008 Administrative Budget ----- Finance Attachments 3  
FY 2008 Z-1 Budget (Support and Administration) ----- Finance Attachment 4a & 4b  
Guidelines for Administration of Associate Degree Nursing Support – FY 2008 Finance Attachment 5  
Guide for the Disbursement of Advanced Training Center Funds for FY 2008 -- Finance Attachment 6  
Schedule of Disbursements – FY 2008 ----- Finance Attachments 7  
FY 2009 Budget Requests for Support and Administration ----- Finance Attachment 9a & 9b  
10-Year Revenue, Employment and Enrollment Information ----- Finance Attachment 10  
Salary Schedule Revision ----- Finance Attachment 11