

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
July 13, 2007

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, July 13, 2007, at 9:00 a.m., in Azalea D meeting room of the Beau Rivage in Biloxi, Mississippi.

Members present: Mr. Chip Crane, Mrs. Patricia (Pat) Dickens, Mr. Henry (Bubba) Hudspeth, Mr. Max Huey, Mr. Bruce Martin, Mr. Napoleon Moore, Mr. Ed Perry and Mrs. Brenda Yonge.

Members not present: Mr. George Walker and Mr. Bobby Steinriede.

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

Guests in attendance: Dr. Reginald (Reggie) Sykes – Institutions of Higher Learning (IHL); Mr. Chuck Rubisoff – Office of the Attorney General; Dr. Willis Lott and Dr. Rick Christmas – Mississippi Gulf Coast Community College; Mr. Wayne Sullivan – Itawamba Community College; Dr. Larry Bailey, Mrs. Mary Jean Lush and Mr. Lewis Fancher – Mississippi Delta Community College; Dr. Johnny Allen, Mr. John Cunningham, Mr. Jack Ramsey, Mr. Danny Dilworth and Mr. Wayne Butler – Northeast Mississippi Community College; and Miss Lauren Gilbert.

CALL TO ORDER

Mr. Chip Crane called the meeting to order at 9:00 a.m.

PRELIMINARIES

Mrs. Brenda Yonge gave the invocation.

Approval of the Minutes of the June 14-15, 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 June 14 - 15, 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 adding a contract agreement between SBCJC and Thinking Media to the agenda, for consideration during the Finance Report.

REPORTS/ACTION

Executive Director's Report

Dr. Stonecypher began by announcing the appointment of a new Board Member, Mr. Bobby Steinriede. Due to a previous engagement, he was unable to attend the meeting. Mr. Steinriede has previously served as a Trustee for Mississippi Delta Community College.

SBCJC Minutes: July 13, 2007

Mrs. Brenda Yonge was congratulated on her recent retirement from Century Bank in Lucedale, Mississippi.

An article in the Pearl River Community College publication was provided, shown as "Exhibit F", announcing Mr. Huey's appointment to the SBCJC.

Dr. Stonecypher explained the *Mississippi Ethics Commission Statement of Economic Interest* Form and Manual; see "Exhibit E". Board Members are required to fill out the forms annually and return them to the Ethics Commission.

Dr. Stonecypher led a discussion regarding the teleconference bill that passed legislature during the 2007 legislative session. Mr. Rubisoff explained that a five-day public notice of each satellite location must be given to be in compliance, as opposed to the previous law that required a 30-day notice. Mr. Rubisoff stated that meetings that do not have a quorum in one (1) location require keeping a recording on file for three (3) years. The staff will be working on drafting a Board Policy regarding the new law and will bring it before the Board for review and approval in the near future.

Dr. Stonecypher stated that Dr. Dorothy Nelson's suggestion to have a link to the SBCJC website from the IHL website has been accomplished. In addition, each of the 15 community colleges has a connecting link.

In keeping with tradition, Dr. Stonecypher proposed that the Board prepare a resolution honoring Dr. Nelson's service to the community colleges during her term on the SBCJC Board. It was the consensus of the Board to invite Dr. Nelson to the August meeting for recognition and presentation of a plaque.

Dr. Stonecypher, Dr. Bounds and Dr. Meredith recently met with several of Governor Barber's staff members regarding "what education can do to help the state of Mississippi". The three (3) education entities will continue to work together to move Mississippi forward.

As mentioned in the past, the Mississippi Department of Corrections has continued interest in the SBCJC office obtaining the day-to-day operations of post secondary career and technical training at the state prisons; as well as, managing the flow of money received by the legislature and Perkins funding. If the SBCJC office assumes the responsibility of the training, funding for a half-time or full-time staff position to handle the additional responsibilities at the SBCJC office will be needed.

Upon a motion by Mrs. Brenda Yonge and a second by Mr. Napoleon Moore, the Board **unanimously approved** moving forward in considering obtaining the day-to-day operations of post secondary career and technical training programs at the penitentiaries. If it seems to be a viable venture, a contract will be drafted between the SBCJC and the State Department of Education for the Board's approval.

Dr. Stonecypher provided a memo from the Joint Legislative Budget Office (LBO) announcing available hearing times; see "Exhibit G". The SBCJC has requested September 20 as a 1st choice and September 25th as a 2nd choice. The Board will be given notice of the appointed time as soon as it becomes available.

Dr. Stonecypher reported on an issue regarding a student that attended a Mississippi High School for four (4) years, which by current law enables the student to be eligible for

SBCJC Minutes: July 13, 2007

in-state tuition versus out-of-state tuition. However, in this instance, neither the student nor the parents of the student are currently in the country legally. The SBCJC office plans to request an Attorney General's opinion on dealing with the situation.

On July 10, 2007, the Mississippi Legislature Joint Committee on Performance Evaluation and Expenditure Review (PEER) hand delivered to Dr. Stonecypher an inquiry regarding funds spent by the colleges on advertisement in FY06. The request has been forwarded to the colleges for their replies, which PEER has given a July 19 deadline.

Dr. Stonecypher stated that Dr. Cole was unable to attend the meeting and conference due to his wife being in ICU. He asked that the Board keep Dr. and Mrs. Cole in their prayers.

MACJC Report

Dr. Howell Garner gave the MACJC report on the MACJC Legislative meeting. Although Dr. Garner was unable to attend that meeting, it was well represented. He related that the Association fully supports the SBCJC's desire to obtain funding through bond bills to build a new facility.

Dr. Garner reported that the federal Rural Health Corps (RHC) appropriation was changing to competitive grants and that the Association is working with Senator Cochran's office to get a new earmark on those funds. He stated that five (5) grants expected to be received through the RHC will enable the colleges to offer scholarships to students and faculty in health care areas. Students who accept the scholarships are required to work in rural areas, as needed, as part of the agreement.

Career and Technical Report

Dr. Jason Pugh reported on the 2007 Vocational Administrators Leadership Institute Conference that was held on June 20 – 22 at the Jackson Hilton, sponsored by the Mississippi Department of Education (MDE).

The following program requests have been submitted:

East Central Community College (Decatur) – One-year Technical Certificate, Emergency Medical Technology (CIP 51.0904).

Itawamba Community College (Tupelo) – AAS, Industrial Electrical Maintenance Technology (CIP 47.0105), new option under Electrical Technology

Itawamba Community College (Tupelo) – Revised AAS and Certificate, Tool and Die Technology (CIP 48.507)

Jones County Junior College (Ellisville) – Certificate, Truck Driving (CIP 49.0205)

Upon a motion by Mr. Ed Perry and a second by Mrs. Pat Dickens, the Board **voted unanimously** to approve the program requests as listed above and presented as "Exhibit A".

SBCJC Minutes: July 13, 2007

Workforce Report

Dr. Pugh gave a review of the Workforce Budget Report and the Grants Activity Report; both are shown as "Exhibit B". He will give a year-end closeout report during the August Board Meeting.

In closing, Dr. Pugh reported that he will be meeting next week with the Mississippi Economic Development Council (MEDC). Training and information for the state's economic developers is expected to be provided during the meeting.

Accountability and Technology Report

Dr. Day stated that EdNet has not met since he last reported to the Board. Also, no additional requests for location of classes for the summer semester have been submitted by the colleges.

Dr. Day updated the Board on the Administrative Procedures Act (APA) process. The policy has changed the required time frame that items must be submitted for review from 30 days to 25 days.

Dr. Day reminded the Board that several months ago initial approval to start the APA process regarding the Attendance Policy was given. The college registrars and deans were given the opportunity to make comments and changes have been made; therefore, it is necessary to resubmit the policy for review. Upon a motion by Mrs. Pat Dickens and a second by Mr. Napoleon Moore, the Board **unanimously approved** resubmitting the revised Attendance Policy for the APA process, as shown in "Exhibit C".

Dr. Day provided a copy of § 37-103-25 regarding tuition and fees for in-state and out-of-state students; shown as "Exhibit D".

Program Report

Dr. Bradberry reported on the Academic Deans' Summer Meeting, which was held in Biloxi, Mississippi. The Academic Deans' Association voted to change several EDU prefix courses, as well as changes in course titles.

Revisions on the Articulation Agreement between the universities and the community colleges have been completed and the updated document will be placed on the IHL and SBCJC websites in the very near future.

The Academic Deans voted to change several items in the bylaws, one being changing the name of the association to the MACJC Academic Officers' Association. Great work has been done and continues to be worked on to align curricula statewide. Dr. Sara Johnson from Itawamba is the newly elected President of the Academic Officers' Association.

Legislative Report

Dr. Bradberry reminded the Board that there will be several newly elected legislators at the Capitol for the 2008 session. He asked that everyone be aware of the representatives in their district and take every opportunity to speak with them regarding community and junior colleges.

Finance Report

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

Upon a motion by Mr. Napoleon Moore and a second by Mrs. Pat Dickens, the Board **unanimously approved** the proposed **General Fund Disbursements from Fund 2298 for August and September 2007**, in the equal amount of \$10,626,187 for each month; shown as "Finance Attachment 1".

Upon a motion by Mr. Bubba Hudspeth and a second by Mr. Max Huey, the Board **voted unanimously** to approve the **Education Enhancement Fund Disbursement for July 31, 2007** from funds 4080 and 4110 in the total amount of \$ 3,066,093. See "Finance Attachment 2".

Mrs. Gilbert reviewed **Financial Statements for Funds 2291 and Special Funds** as of June 30, 2007 (FY2007); shown as "Finance Attachments 3a and 3b".

Upon a motion by Mr. Ed Perry and a second by Mr. Napoleon Moore, the Board **unanimously approved** a contract agreement with Mr. James Lott for Career Readiness from July 1, 2007 – December 31, 2007, not exceed \$26,000; shown as "Finance Attachment 4a".

Upon a motion by Mr. Ed Perry and a second by Mr. Bruce Martin, the Board **unanimously approved** an inter-agency agreement of the Office of the Attorney General to provide legal services to the SBCJC from July 1, 2007 through June 30, 2008 in the amount of \$27,101.80; shown as "Finance Attachment 4b".

Upon a motion by Mr. Ed Perry and a second by Mrs. Pat Dickens, the Board **unanimously approved** a Presidium Learning Agreement for a 24/7 Help Desk for Mississippi Virtual Community College (MSVCC) in the amount of \$232,375; shown as "Finance Attachment 4c".

Upon a motion by Mr. Ed Perry and a second by Mrs. Brenda Yonge, the Board **unanimously approved** a letter of agreement between SBCJC and Bellsouth Business Systems, Inc. for Special Construction charges for Southwest Mississippi Community College to be paid from Education Technology Funds in the amount of \$21,390, to be paid over a 3-year period at \$594 per month; shown as "Finance Attachment 4d".

Upon a motion by Mr. Ed Perry and a second by Mrs. Pat Dickens, the Board **unanimously approved** the following purchasing requests for the Technology Division from Bellsouth/AT&T: 2 Cisco ASA 550 Appliances at \$12,997 each, 2 Cisco Catalyst 3750G-24T Switch at \$3,597 each, and 1 Cisco ASA 5520 Appliance at \$5,797, for a total purchase amount of \$38,985; shown as "Finance Attachment 4e".

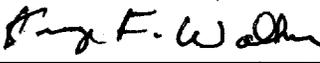
Upon a motion by Mrs. Pat Dickens and a second by Mr. Bruce Martin, the Board **unanimously approved** a contract agreement between SBCJC and Thinking Media for a computer software system known as KeyTrain® WorkKeys® curriculum system in the amount of \$200,000, contingent upon ITS approval. The contract is shown as "Finance Attachment 5".

Travel Authorizations

Travel was authorized for Dr. Dorothy Nelson to attend the August Board meeting.

ADJOURNMENT

There being no further business the meeting was adjourned at 10:30 a.m.


Mr. George Walker, Chairman


Dr. Wayne Stonecypher, Executive Director

Exhibits and Finance Attachments

- Career Technical Division Report----- A
- Workforce Division Report ----- B
- Proposed Changes to the Attendance Policy – for APA Review Process----- C
- § 37-103-25 – Tuition & Fees ----- D
- Mississippi Ethics Commission – Statement of Economic Interest Manual & Forms ----- E
- PRCC Article, *Governor Names Huey to State Board* ----- F
- MS Joint Legislative Budget Committee letter regarding FY2009 Budget Hearings ----- G
- General Fund Disbursements – Fund 2298 for August & September 2007----- Finance Attachment 1
- Education Enhancement Fund – July 31, 2007----- Finance Attachment 2
- Financial Statement for Funds 2291 & Special Funds as of June 30----- Finance Attachment 3a & 3b
- Contract with James Lott for career Readiness (7/1/07-12/31/07) ----- Finance Attachment 4a
- Inter-Agency Agreement with the Attorney General’s Office ----- Finance Attachment 4b
- Presidium Learning Agreement for 24/7 Help Desk for MSVCC----- Finance Attachment 4c
- Letter of Agreement between SBCJC & BellSouth Business Systems, Inc. - Finance Attachments 4d
- Purchasing Requests for BellSouth/AT&T ----- Finance Attachment 4e
- Contract between SBCJC and Thinking Media ----- Finance Attachment 5