

**MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
BOARD MEETING
FEBRUARY 15, 2008**

The regular meeting of the State Board for Community and Junior Colleges (SBCJC) met at 9:00 a.m. at the State Board for Community and Junior Colleges, 3825 Ridgewood Road, Room 507 of the Education and Research Center in Jackson, Mississippi, on February 15, 2008.

Members present: Mrs. Patricia (Pat) Dickens, Mr. Henry (Bubba) Hudspeth, Mr. Max Huey, Mr. Napoleon Moore, Mr. Bruce Martin, Mr. Ed Perry, and Mr. George Walker. The following members were absent: *Mr. Chip Crane, Mr. Bobby Steinriede, and Mrs. Brenda Yonge.*

SBCJC Staff in attendance: Dr. Eric Clark, Dr. Jason Pugh, Mrs. Deborah Gilbert, Dr. Larry Day, Mrs. Janet Dominy, Mrs. Missy Saxton, Mrs. Marilyn Gardner, Mr. Jim Southward, Dr. Debra West, Mrs. Eloise Richardson, and Mr. Christian Pruett.

Guests in attendance: Dr. Reggie Sykes, Institutions of Higher Learning (IHL), Dr. Howell Garner, Copiah–Lincoln Community College (Co-Lin), 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.

Approval of the Minutes of the January 18, 2008 Meeting

A motion for approval of the January 18, 2008 SBCJC Board Meeting minutes was made by Mr. Hudspeth and seconded by Mr. Huey. The Board **voted unanimously** to approve the minutes of the January 18, 2008 meeting.

Mr. Walker made a motion to ratify and confirm the appointment of Dr. Eric Clark as the Executive Director of the SBCJC, effective January 22, 2008, at the annual salary of \$150,000.00. The motion was seconded by Mr. Hudspeth and approved by unanimous vote of the Board.

Approval of Agenda

A motion for approval of the day's agenda was made by Mr. Hudspeth and seconded by Mr. Perry. The Board **voted unanimously** to approve the agenda for the day's meeting.

REPORTS/ACTION

Mr. Walker welcomed Dr. Eric Clark and stated the Board was pleased to have Dr. Clark as the Executive Director and was looking forward to great things from him in working with the Board.

Executive Director's Report

Dr. Clark stated that he was pleased and honored to be on the SBCJC team.

Dr. Clark stated that he has been very busy since starting on January 22, 2008. Meetings attended were: The MACJC Association meeting, the State Insurance Management Board meeting, a press conference concerning the MyBiz Network, and he has given three media interviews: The Biloxi Sun Herald, The Delta Business Journal, and The Rankin Record. Dr. Clark has traveled to Jones County Junior College, Coahoma Community College, Mississippi Delta Community College and to Biloxi for the Creating Futures Through Technology Conference. In the upcoming weeks he is scheduled to speak to the students at Hinds Community College, appear at the Copiah-Lincoln Natchez campus, speak to the Phi Theta Kappa honors society members at Holmes Community College, and in April, he will be a guest of Dr. Howell Garner and be present with members of the Copiah-Lincoln board.

Dr. Clark has met with the following individuals: Dr. Tom Meredith, Commissioner, Dr. Reggie Sykes, and Dr. Lynn House, Assistant Commissioner, all of IHL. He also met with Dr. Hank Bounds, Mississippi Department of Education (MDE), Superintendent of Education.

Dr. Clark reported that while visiting with Dr. Bounds, he mentioned that Secretary of Education, Margaret Spellings would be in Jackson at Governor Haley Barbour's request. The governor's office later invited Dr. Clark to attend this meeting with Secretary Spellings. Dr. Bounds talked about the MDE's dropout retention program and the correlation with the SBCJC's dropout recovery program. The "On the Bus" dropout retention program will be held on February 28, 2008, between 10:00 and 2:00. Dr. Bounds invited the SBCJC board members to attend. Dr. Clark said he and Dr. Bounds discussed working together regarding dropout recovery efforts.

At the Governor's meeting with Secretary Spellings, Dr. Clark asked Secretary Spellings publically during roundtable discussions, about federal funds being used in the State of Mississippi to help dropout recovery efforts. Dr. Clark talked privately, to Spellings and her chief of staff, Mr. David Dunn, and asked that they look at any possibility of federal funds becoming available to help MS with dropout recovery. Secretary Spellings and Mr. Dunn advised they would be interested in helping SBCJC apply for federal funds.

Dr. Clark reported the he, as well as Dr. Randall Bradberry, have been spending a lot of time at the Capitol lobbying on behalf of the SBCJC. Dr. Clark reported that both he and Dr. Bradberry have registered as lobbyists. Drs. Clark, Muse, Lott, Lewis, and Boyce, met with Lieutenant Governor Phil Bryant and House Speaker Billy McCoy to discuss

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legislative matters regarding the colleges and the SBCJC. Dr. Clark also had the opportunity to meet with several legislators one on one. The Senate appropriations sub-committee hearing was held on Wednesday, February 13, 2008. Dr. Clark thanked Mr. Hudspeth for being there and stated that he made his case for SBCJC as strongly as possible.

The House appropriation sub-committee hearing is set for Wednesday, February 20th at 9:30 a.m. Dr. Clark encouraged everyone to attend. Dr. Clark also asked the SBCJC board members to talk to their local legislators regarding funding for the colleges and the SBCJC.

Dr. Clark stated the he has been learning a lot and has been asking lots of questions. Dr. Clark said he has been impressed for decades with the services that the community colleges provide to our citizens, but he's become more impressed in the past three and a half weeks at the importance of what we do. Dr. Clark said he wants SBCJC to do the best it can to continue to be as efficient as it can, and run a completely transparent operation. He also stated that the community college family, as a whole, was underappreciated. Dr. Clark said there are a quarter of a million people in Mississippi that the community college family is helping now but is that fact not understood by the general public. Dr. Clark wants to try and make the legislature and the people of Mississippi understand what they have. He wants us to be seen by the citizens, news media and legislators as an equal partner with K-12 and IHL in terms of educating our citizens, and Mid-level funding.

Mr. Moore and Mr. Walker echoed Dr. Clark's sentiments.

Mr. Hudspeth stated that he attended the Senate appropriations meeting. At that meeting Dr. Clark represented the SBCJC exceptionally well and through his remarks, you would have not known that he had been at the SBCJC only three and a half weeks.

Dr. Clark mentioned that the SBCJC had received a letter from the Jackson Hilton stating their preferred rate was \$109.00 per night and asked if the SBCJC board members wanted to continue staying there? Mr. Walker stated that he would like to continue staying there, and Mr. Perry agreed, as long as that price is offered. Ms. Dickens also stated that staying at the Hilton was convenient and safe.

Dr. Clark concluded the Executive Director's report.

MACJC Report

Dr. Howell Garner presented the MACJC Association report on behalf of Dr. David Cole, from the January 22, 2008 MACJC meeting. Dr. Garner stated the highlights from that meeting as follows: The MACJC welcomed Dr. Eric Clark as the SBCJC Executive Director; the MACJC has received \$60,000.00 in grant monies from AT&T earmarked for MSVCC, specifically, for funding the AT&T Training Institute; Mr. Jim Lowery came and talked to the presidents about Global Security Systems, regarding an alert system, should a campus shooting take place; Ms. Jennifer Rogers presented information on the new website that IHL has developed, www.mississippi.edu, which all higher education is represented; Mr. Bill Crawford, representing MyBiz Network, presented information that should be beneficial as well as providing opportunities in our communities; Dr. Willis Lott announced that Mississippi Gulf Coast Community College (MGCCC) will be hosting the

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Student Outcomes Conference the first week in March; Dr. Larry Day presented information regarding Student Class Load Analysis; Dr. Reggie Sykes talked about the state-wide electronic transcript process; Dr. Garner gave the report on MSVCC; MACJC welcomed Mr. Christian Pruet, new Director of Distance Learning; Phi Theta Kappa will be held on March 19th at the Legislative luncheon, where Lt. Governor Phil Bryant should be available for photos; Dr. Clyde Muse gave the Legislative report; and a retirement reception honoring Dr. Stonecypher is scheduled for February 26, 2008 from 5-7 at the Ag Museum. This concluded Dr. Garner's report.

REPORTS / ACTION

Career Technical Report

Dr. Jason Pugh presented his Career Technical reports beginning with one report and two action items. Exhibit A.

Prison Report- Clarification was specifically asked for in January's SBCJC Board Meeting about a position at SBCJC for work on the prisons if it came to fruition. Under the current design, the answer is no. However, on the handout provided, the salary of one person was figured in. The reason it is on the sheet is that one of the possible funding sources was the WIA funds. Fund requests submitted to WIA came back to us and specified placement of a person in a position.

2008 Curriculum Revision APA- Tab A provides the curriculum revisions submitted to the APA process in December 2007. No comments were received during the APA process.

A motion by Mrs. Dickens and seconded by Mr. Huey, the SBCJC Board **voted unanimously** to approve the curriculum revisions.

Submission of Career/Technical State Perkins Plan APA- Dr. Debra West provided a copy of the Executive Summary to the Board members on the Carl D. Perkins Act and asked that they approve it.

A motion to begin the APA process for public comment on the Career/Tech State Perkins Plan was made by Mr. Hudspeth and seconded by Mr. Huey, and **unanimously approved** by the Board.

Dr. Pugh concluded the Career Tech report.

Workforce Report:

Exhibit B. February's Workforce Enhancement Training Fund installment was \$1.4 million. This gives the SBCJC a little over \$4 million in unobligated cash, with required carryover. In looking at equipment needs at community colleges, it is expected to expend between \$3 million and \$4 million in equipment.

Dr. Pugh concluded the Workforce Report.

Accountability and Technology Report:

Dr. Larry Day reported that there were no requests for location of classes.

EDNET Update- Dr. Day reported that the EDNET Board met on February 7, 2008. He was unable to attend, but Mr. Joseph Larry represented the SBCJC, as well as to support Mr. Bruce Martin. Mr. Larry was instructed to ask the question on the update on the disbursement of funds. The EDNET Board did not get a chance to discuss it at the February 7th meeting, nor did they make any progress at that meeting. Dr. Day reported that Ms. Marie Antoon, EDNET Board President, did contact him by email and provide an update. Ms. Antoon told Dr. Day that the issue of trying to make a determination on how to disburse funds was one that could not be addressed at a regular EDNET board meeting. She was planning a retreat and that issue would be addressed at that time. However, she did not provide Dr. Day with a tentative date for that retreat. She said one of the things that the board had to do was to make a determination that there were in fact, excess funds to distribute. This issue will supposedly be addressed at a retreat in the near future.

Mr. Martin was also at the EDNET board meeting.

Chairman George Walker asked what could be done by the members of the SBCJC Board to support Mr. Martin. After discussion, the following motions were made, with amendments.

It is the official policy of the SBCJC that EDNET is requested to provide to the SBCJC any and all funds and interest obtained by the lease of SBCJC held ITFS licenses. Further, EDNET is requested to protect the fiduciary interests of the SBCJC on all future leasing of additional licenses held by the SBCJC. The SBCJC requests a response to this action on or before its next regularly scheduled Board meeting on March 21, 2008, and that a representative of EDNET address the Board on these matters on this date.

This motion was made by Mr. Perry, seconded by Mr. Martin and **unanimously approved** by the Board.

That concluded the Accountability and Technology Report.

The SBCJC Board took a ten minute break.

Program Report

Mr. Jim Southward provided the Program Report, as Dr. Randall Bradberry was out-of-town at an ACT conference.

Mr. Southward introduced Mr. Christian Pruet, Distance Learning Director for the SBCJC.

Mrs. Eloise Richardson gave the Adult Basic Education report. She provided a handout to SBCJC board members regarding the full-time teachers conference, which SBCJC Staff member Danny Seal was attending. Dr. Richard Cooper was the key note speaker at the conference. Mrs. Richardson reported that the teachers always enjoy hearing from Dr. Cooper.

Mrs. Richardson represented the SBCJC Board at a conference in Atlanta on February 10-13, 2008, at a symposium sponsored by the U.S. Department of Education. Jan

West from Itawamba Community College attended with Mrs. Richardson.

Mr. Southward updated the SBCJC on the athletic situation. Basketball is winding down and state community college state tournaments will be hosted at ICC February 25 through 28.

The MACJC Athletic Council has met twice since November. The first meeting was to send out a letter to schools that had possible violations on football scholarships, asking for documentation. We did that, received those back in, presented those letters to council on January 30th, they reviewed and took the position of upholding the sanctions against those schools involved. But at the same time, if they could produce further info, then appeals could take place. Some schools are indicating they would like to appeal before the council.

Mrs. Marilyn Gardner gave the legislative report by state that the SBCJC is tracking 91 bills and the general bills will drop off starting February 19th if no action has been taken.

Dr. Clark mentioned House Bill 255 was introduced to extend the repealer on the Workforce Training and Education Consolidation Act of 2004 this summer.

That concluded the Program Report.

Finance Report

Mrs. Deborah Gilbert began the finance report by referring SBCJC members to the tab that indicated the Finance agenda.

Attachment 1 shows the Education Enhancement Fund Disbursement for February 29, 2008, in the total amount of \$3,066,095.00.

Mr. Perry made the motion for approval, seconded by Mr. Martin. The Board **voted unanimously** to approve.

Attachment 2 shows the update **Education Enhancement Fund Reductions** – There was a reduction in January of \$14,468.00. The highest reduction was in October of \$764,000.00. Sales tax collections were a little bit better, but not enough to overcome the losses thus far. Cumulative reductions amount to \$2,383,652.00 of the total Education Enhancement or fund appropriation.. No action was required for this item.

Attachment 3a and 3b

Financial Statements for Fund 2291 and Special Funds as of January 31, 2008.

Attachment 4 - SBCJC has fidelity bond coverage for staff and board members. The premium is \$943.00, liability up to \$250,000.00 and a \$2,500.00 deductible.

Mr. Martin made the suggestion that we have higher limits of fidelity coverage quoted and a higher deductible limits. He suggested a quote of \$1 million with a \$10-25,000.00 deductible.

Mr. Perry made the motion for approval of Attachment 4, seconded by Mr. Huey. The

board **voted unanimously** to approve.

Attachment 5-Dr. Day presented the Quarterly Capital Improvement Report. This report includes active projects at the colleges, status of each project, planning, bidding or construction, for the last quarter in 2007.

Attachment 6-Request for purchasing approval.

A motion to approve the purchase of 30 new Dell Optiplex workstations at \$995.00 each, for a total of \$29,850.00, from Venture Technology was made by Mr. Huey and seconded by Mr. Hudspeth. The Board **voted unanimously** to approve.

Mrs. Gilbert concluded the Finance report.

Mr. Walker asked if there was any information as to our financial requests in the Legislature.

Dr. Clark stated the budget situation is tight and it was too early to know. He further stated that we need to be constant in explaining our case and we need to be in everybody's mind with our needs. Dr. Clark said that he intends to do what he has to do to "push the ball down the field" and everybody in the room needed to be prepared to do the same thing.

Dr. Howell Garner echoed Dr. Clark's sentiments, adding that we must be diligent and keep our message before them.

Travel Authorizations

July 2007 to present	EDNET Board Meetings	Mr. Bruce Martin
February 13 th	Senate Sub-committee Hearing	Mr. Bubba Hudspeth
February 20 th	House Sub-committee Hearing	All Board Members
	Legislative Luncheon	All Board Members
February 28 th	Community College Day-Capitol	All Board Members
	Destination Graduation-First Baptist Church	All Board Members
March 5 th	Workforce Training Meeting	Mr. George Walker

A motion for approval was made by Mr. Bubba Hudspeth and seconded by Mrs. Pat Dickens. The Board **voted unanimously** to approve.

Dr. Clark introduced Mrs. Missy Saxton to the SBCJC, as the new executive assistant.

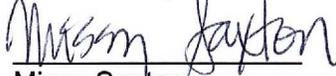
Jim Southward asked SBCJC members to confirm if they were going to be attending the legislative luncheon on February 20th.

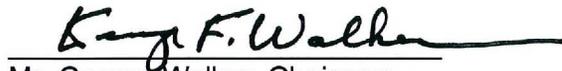
Mr. Walker asked if there were any additional items that needed to be addressed.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Recorded by:


Missy Saxton


Mr. George Walker, Chairman


Dr. Eric Clark, Executive Director

Exhibits and Finance Attachments

Career Technical Division Report _____ A

Workforce Division Report _____ B

Education Enhancement Fund Disbursement _____ Finance Attachment 1

Update on Education Enhancement Fund Reductions _____ Finance Attachment 2

Financial Statements-Fund 2291 & Special Funds as of January 31,
2008 _____ Finance Attachment 3a & 3b

Fidelity Bond Coverage _____ Finance Attachment 4

Quarterly Capital Improvements Report _____ Finance Attachment 5

Purchasing Approval Request _____ Finance Attachment 6