

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**BOARD MEETING**  
**Friday, February 20, 2009**

The regular meeting of the State Board for Community and Junior Colleges (SBCJC) met at 9:00 a.m. at the offices of the State Board for Community and Junior Colleges, 3825 Ridgewood Road, Room 507, of the Education and Research Center in Jackson, Mississippi, on Friday, February 20, 2009.

**Members present:** Mr. George Walker, Mr. Bobby Steinriede, Mrs. Patricia Dickens, Mr. Chip Crane, Mr. Ed Perry, Mr. Bruce Martin, Mr. Max Huey, Mrs. Brenda Yonge and Mr. Bubba Hudspeth. *Member not present: Mr. Napoleon Moore.*

**SBCJC Staff in attendance:** Dr. Eric Clark, Mrs. Mitzy Johnson, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Fiona Qualls, Dr. Larry Day, Mr. Ray Smith, Mr. Kell Smith and Mrs. Missy Saxton.

**Guests in attendance:** Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Reggie Sykes, Institutions of Higher Learning (IHL); Dr. Aubrey Lucas, IHL; Ms. Robin Robinson, IHL; Mr. Ed Blakeslee, IHL; Dr. Linda McFall, IHL; Ms. Annie Mitchell, IHL; and Ms. Elizabeth Crisp, *The Clarion-Ledger*.

**CALL TO ORDER**

Mr. George Walker called the meeting to order at 9:00 a.m. and provided the meeting notice for the March 19<sup>th</sup> and 20<sup>th</sup> meetings. The State Board for Community & Junior Colleges Committee-of-the-Whole meeting will be held March 19, 2009 at Huntington's Grille in Jackson at 6:00 p.m. The meeting will reconvene at the Hilton Hotel Hattiesburg Room at 7:30. The Board Meeting will be held on March 20<sup>th</sup>, 2009 at 9:00 a.m. in Room 507 of the Education & Research Building.

**PRELIMINARIES**

Mrs. Patricia Dickens gave the invocation.

**Approval of January 15 & 16, 2009 Meeting Minutes**

In a motion made by Mr. Bubba Hudspeth and seconded by Mrs. Brenda Yonge, the SBCJC board **voted unanimously** to approve the minutes of the January 15 and 16, 2009, SBCJC Board Meeting.

**Approval of Agenda**

In a motion made by Mrs. Patricia Dickens and seconded by Mr. Bobby Steinriede, the SBCJC board **voted unanimously** for approval of the day's agenda, as amended to include discussion regarding the proposed SBCJC headquarters building under Dr. Clark's report.

## **REPORTS/ACTION**

### **Executive Director's Report**

Dr. Clark reported to Board Members that we are making a lot of progress in the request for a SBCJC headquarters building. Both the House and the Senate have passed a bill authorizing SBCJC to occupy land between the IHL Tower and Ridgewood Road. The bill passed the House unanimously and the Senate, 51-1. In order to perfect that bill, a survey will have to be conducted. Dr. Clark has authorized the spending of \$5,400.00 for a survey, which DFA says they will conduct.

Mr. David Anderson, Deputy Director of DFA, suggests that we contract with Eley, Guild and Hardy Architects to conduct a feasibility study. This will cost \$25,000.00. The advantage of having this feasibility study done now as opposed to waiting a month or two is that they may generate some data within 30 days which gives our proposed project support to have hard data from an outside entity. Further, if we can't get our project completely approved this year, the feasibility study will not be wasted and we would have a better chance next year to help demonstrate a clear need of what we do need versus an abstract need.

Dr. Clark recommends that our Board approve the hiring of Eley, Guild and Hardy Architects at a cost of \$25,000.00 to conduct a feasibility study for the proposed SBCJC Headquarters Building.

Mr. Chip Crane commented that Eley, Guild and Hardy Architects are a very good architect firm.

In a motion made by Mr. Ed Perry and seconded by Mrs. Patricia Dickens, the SBCJC Board **voted unanimously** to enter into a contract with Eley, Guild and Hardy Architects, in the amount of \$25,000.00, to conduct a feasibility study for the proposed SBCJC Headquarters Building, and to have some information to the Board within thirty (30) days.

Mr. Bruce Martin asked about visibility from the road and possible signage. Dr. Clark said he would definitely look into that.

Dr. Clark reported that he has been very pleased with the presidents' reaction to our wanting a headquarters building. The MACJC Association has decided that our building would be their first priority in any bond bill that the legislature might pass this year, even over and above any capital needs on their campuses. Dr. Clark said this is very generous on their part. The Association unanimously endorsed this proposal and Dr. Clark asked our board to endorse the MACJC proposal as well.

Mr. Walker asked for clarification of the proposal. It is attached as **Exhibit D**. He also asked that SBCJC staff to send a letter to each President to thank them for their support. Dr. Clark said he would make sure that task was completed.

Mr. Chip Crane asked why there was verbiage in one proposal stating "not to exceed \$12 million" and in another document, "\$7.5 million."

Dr. Clark explained that the figure of \$7.5 million came from a meeting at the Legislative workshop in Philadelphia, MS this past June. Dr. Clark said when he came on board, he heard that we wanted a building with 30,000 square feet. At the workshop last June, Dr. Clark asked presidents around the table who had had recent construction, how much it cost? The consensus was \$250 per square foot. If you multiply \$250 times 30,000, that totals \$7.5 million. That is the figure that was originally recorded in initial discussions. The \$12 million comes from the presidents' saying they wanted to do this and they wanted it to include money to equip the building, buy furniture, put computers in and not have to go back to the legislature and request more funds.

In conversations with Mr. Eley, he told Dr. Clark that he thinks \$250 per square foot is a good number. He thinks \$7.5 million is good, except that there is going to have to be a lot of foundation work due to Yazoo clay. He said that the number he thought we could be comfortable with, as far as being completely in the building, including furniture, is \$10 million. He said to fully equip a building is fifteen percent to twenty percent (15% to 20%) more than just the construction of the building, including professional fees. The \$12 million came from the presidents' wanting to be confident that we could do this and have enough funds to complete the entire project.

Mrs. Patricia Dickens asked if 30,000 square feet would be adequate room. Dr. Clark said that is what Mr. Eley is going to work on and advise us of.

Mr. Bruce Martin asked how much square footage we were currently using. Dr. Clark told him we are using 8,600 to 8,700 square feet now.

Mrs. Patricia Dickens asked how many stories the building would be and Dr. Clark told her he hoped it would be two stories, with the possibility of underground parking.

Mr. George Walker asked if any classes would be taught in the new building. Dr. Clark said in terms of "train the trainer" classes, yes. However, he doubted that there would be academic, workforce, or career and technical education classes taught there, as that would be considered to be in competition with the colleges.

In a motion made by Mr. Chip Crane and seconded by Mr. Bruce Martin, the SBCJC Board **voted unanimously** to endorse the proposal submitted by the MACJC, which indicates that the Association will put the building of a SBCJC headquarters building as their number one priority above any capital needs on their campuses, up to \$12 million.

Dr. Clark presented his idea for the design of the headquarters building. He pointed out that Phi Theta Kappa, the community college honor society, which is located in the R & D Complex, is modeled after Thomas Jefferson's home, Monticello, in Charlottesville, Virginia. Since he began working on this project, he thought it would be appropriate to have something that would complement the Phi Theta Kappa building, as Mississippi has the oldest community college system in the United States.

He presented a photo of Montpelier, which was James Madison's home, in Virginia. Jefferson was the third president of the United States and Madison was the fourth president. Jefferson was the primary author of the Declaration of Independence and Madison was the primary author of the Constitution and the Bill of Rights. The historical symmetry appeals to Dr. Clark and he would like to ask the board to move in the

direction of supporting great classic American architecture, as well as the symbolic connection.

In a motion made by Mrs. Patricia Dickens and seconded by Mrs. Brenda Yonge, the SBCJC Board **voted unanimously** to support the traditional architecture of Montpelier, for the construction of the proposed SBCJC headquarters building.

Dr. Clark talked about the SBCJC budget situation. The House committee voted a very substantial increase compared to the cuts recommended by the Senate and LBO recommendations. The Senate is not considering stimulus funds. The House is considering stimulus funds.

Dr. Clark passed out information from the American Association of Community Colleges regarding the Stimulus Package. Dr. West highlighted information as well. He wanted to point out two items. One is the state fiscal stabilization. He credits Mrs. Deborah Gilbert with figuring out that you could use federal monies to replace money if your budget had been cut from FY 08. We got a significant increase in FY 09. Mrs. Gilbert figured out we would not get funds. We have been cut from FY 09 but were not cut in FY 08. Dr. Clark communicated that to Dr. Muse and Dr. Lott. They went to Washington D.C. and they were aggressively communicating that message to Senator Cochran and Congressman Thompson that it needs to say FY 08 or FY 09. Mrs. Gilbert may very well have impacted the colleges receiving funds that they normally wouldn't have received.

Dr. Clark sent out the workforce letter that the board members all signed, supporting Workforce Enhancement Training (WET) funds not being cut. He also sent a letter out about our proposed headquarters building and another letter regarding our ten year appropriations history compared to IHL and MDE.

He reported the HB 890 and 891 were killed in the Senate. This would have provided for on-line training for nurses, which would come out of WET funds.

Dr. Clark passed out the MEC tier site selection factors. He also provided a handout of the most recent CJC retirees.

Finally, he distributed Dr. Eddie Smith's report on MPB activities, as he is our designee to represent us at those meetings.

### **MACJC Report**

Dr. Clark presented the MACJC report on behalf of Dr. Willis Lott. He asked us to continue working on our appropriation bills and to stay tuned for the report that will be presented as a result of the strategic planning retreat held in January with the presidents.

### **Career Technical Education**

Dr. Debra West presented **Exhibit A1**, which is a request for approval of 2009 Curricula Revisions and New Curricula. These were offered for public comment and no comments were received.

In a motion by Mr. Chip Crane and seconded by Mrs. Patricia Dickens, the SBCJC Board **voted unanimously** to approve the 2009 Curricula Revisions and New Curricula for Career Technical Education.

### **Workforce Report**

**Exhibit A2** is the standard Workforce report. This is for information only. **Exhibit A3** is the Comparison of Workforce Enhancement Training (WET) funds from FY 08 to FY 09.

**Exhibit A4** is a resolution that has been written by SBCJC staff regarding the potential threats to the WET funds. This resolution was developed for the MACJC to be sent to the members of the legislature. This has been reviewed by staff at MDES as well as reviewed by Mr. George Schlogel of the SWIB. The resolution was also presented to Governor Barbour for review and he asked that some verbiage be added. The amended version of the resolution is **Exhibit A4a**.

In a motion made by Mr. Bubba Hudspeth and seconded by Mrs. Patricia Dickens, the SBCJC Board **voted unanimously** to support the resolution written to members of the legislature, regarding the potential threat to Workforce Enhancement Training funds.

### **Special Guests**

Dr. Aubrey Lucas, Interim Commission of the Institutions of Higher Learning, along with several IHL Board Members and IHL staff, visited the SBCJC Board Members, to ask for their thoughts and comments regarding the search for a new IHL commissioner. Dr. Lucas and his staff are visiting with several entities to solicit their ideas, or their "wish list" of qualities in a new commissioner.

SBCJC Board Members and staff were very forthcoming with their comments and shared some good ideas with Dr. Lucas and his staff. Dr. Lucas graciously thanked the SBCJC Board Members for their time and ideas.

Mr. Walked called for a recess at 10:00 and the meeting was reconvened at 10:15.

### **Grants and Related Activities Report**

Dr. West presented the Grants report, **Exhibit A5**. This is the standard Grants report information, including all grants issued. **Exhibit A6** is the 2008 Career Readiness Certificates (CRC) issued and **Exhibit A7** is the 2009 to-date CRC's issued. Dr. West concluded her report.

### **College Outreach Report**

Dr. Larry Day provided the College Outreach report. He presented **Exhibit B**, as the Active Capital Improvement Projects currently on-going at the colleges. He also presented a report on the College Outreach activities for 2008. This is a summary report, **Exhibit E**, that includes several "best practices" that he has identified at three different colleges. Dr. Day will continue to pursue finding the best practices at our colleges and provide those to the Board. Dr. Day concluded his report.

Mr. Bubba Hudspeth suggested that Dr. Day's Outreach Report be put into all incoming Board Members orientation information, to provide them with a history of the colleges, as well as other beneficial information.

### **Program Report**

Dr. Fiona Qualls presented **Exhibit C1** as the approval request from East Mississippi Community College to approve their Associate Nursing Degree Program at the Golden Triangle Campus. This was approved at the October IHL Board Meeting.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Chip Crane, the SBCJC Board **unanimously approved** the approval request to approve the Associate Degree Nursing Program at the East Mississippi Community College Golden Triangle Campus.

The EMCC Associate Degree Nursing Program is the fifteenth nursing program at our colleges.

**Exhibit C2** is the report for the Commission on Proprietary Schools and College Registration. This is for informational purposes only.

Dr. Qualls reported that MSVCC enrollment is up 27.3 percent.

### **Technology Report**

Mr. Ray Smith provided the Technology report. He reported that the "Creating Futures Through Technology" Conference will be held February 26 and 27. There are 45 registered vendor booths, which is a sell-out crowd.

### **Research and Planning Report**

Mrs. Mitzy Johnson presented the Research and Planning report. She has visited the Tennessee Institutions of Higher Learning and gathered a great deal of information from their staff. The last three years of statistical data books has been updated and posted to the SBCJC website. She has been working with the IT staff to update the Research & Planning webpage. She has also participated in her first enrollment verification.

### **Legislative Report**

Mr. Kell Smith has been keeping up with the agency appropriation bills. There has been no discussion on the House side and only one point made on the Senate side that while many people are losing their jobs, funding does not need to be reduced for community colleges where those unemployed folks can be retrained for another line of work. The appropriation bills should be moving to conference soon. The session is half-way over and the focus has shifted to appropriations. He passed out a list of current bills that SBCJC staff is tracking. He concluded his report.

### **Finance Report**

Mrs. Deborah Gilbert presented the Finance report and referred SBCJC members to the Finance agenda tab.

**Attachment 1** is the approval request for General Fund 2298 Disbursements for March through June 2009, in the respective amounts of \$10,837,543.00 per month. This will require approval.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** to approve the request for General Fund 2298 Disbursements for March through June 2009, in the respective amounts of \$10,837,543.00 per month.

**Attachment 2** is the approval request for the Education Enhancement Fund Disbursements for February 28, 2009, in the total amount of \$2,480,396.19. The breakdown is Fund 4080 in the amount of \$2,439,411.87 and Fund 4110 in the amount of \$40,984.32. This will require approval.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** to approve the request for the Education Enhancement Fund Disbursements for February 28, 2009, in the total amount of \$2,480,396.19. The breakdown is Fund 4080 in the amount of \$2,439,411.87 and Fund 4110 in the amount of \$40,984.32.

**Attachment 3** is the Update on Education Enhancement Fund Reductions. This is for informational purposes only and does not require approval.

**Attachment 4** is the approval request for the Budget Contingency Fund 3296 Disbursements for March through June 2009, in the respective amounts of \$662,625.00, for March through May 2009 and the amount of \$662,623.00 for June 2009. This will require approval.

In a motion made by Mr. Max Huey and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** to approve the request for the Budget Contingency Fund 3296 Disbursements for March through June 2009, in the respective amounts of \$662,625.00, for March through May 2009 and the amount of \$662,623.00 for June 2009.

**Attachments 5a and 5b** are the Financial Statements for Fund 2291 and Special Funds as of January 31, 2009. These reports are all for informational purposes only and do not require action.

**Attachment 6** is information on the SBCJC Fidelity Bond Coverage and is for informational purposes only.

**Attachment 7** is the Mileage Reimbursement Rate Change, informing that the reimbursement rate has changed from \$.0585 to \$.055, effective January 1, 2009. This is for informational purposes only and does not require approval.

Mrs. Gilbert concluded the Finance Report.

### **Travel Authorizations**

The Board Members in attendance for the February 19 and 20 Board Meetings request approval to be reimbursed for travel expenses. The MACJC Faculty Association Capitol

Day is scheduled for February 24 in Jackson. The Legislative Luncheon is scheduled for March 3, 2009. Those Board Members wanting to attend either event request approval to be reimbursed for travel expenses.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Bruce Martin, the SBCJC board **voted unanimously** to approve the travel expenses for the February 19 and 20 Board Meetings, as well as the travel expenses incurred if attending the MACJC Faculty Association Capitol Day on February 24, 2009 and the Legislative Luncheon on March 3, 2009.

**OTHER BUSINESS**

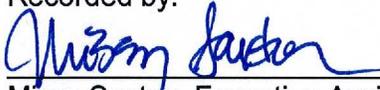
Mr. Walker reminded Board Members that their Statement of Economic Interest are due to the State Ethics Commission by May 1, 2009. Mrs. Saxton will mail a copy of the form to all Board Members.

Mr. George Walker reminded Board Members that election of Board Officers will be held at the April meeting.

**ADJOURNMENT**

There being no other business, Mr. Walker adjourned the meeting at 10:55 a.m.

Recorded by:

  
Missy Saxton, Executive Assistant

Approved by:

  
Mr. George Walker, Chairman

  
Dr. Eric Clark, Executive Director

**Exhibits:**

Career and Technical Education  
Workforce  
Grants  
Capital Improvement Projects Report  
Programs  
MACJC Bond Bill Allocation Priority  
College Outreach Report  
Dr. Clark's Handouts

Exhibit A1  
Exhibits A2-A4a  
Exhibits A5-A7  
Exhibit B  
Exhibit C  
Exhibit D  
Exhibit E