

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**BOARD MEETING**  
**Thursday, August 20, 2009**

The committee-of-the-whole of the State Board for Community and Junior Colleges (SBCJC) met at 6:00 p.m. at Huntington's Grille in Jackson and then reconvened at 7:40 p.m. in the Jacksonian Room of the Hilton Hotel in Jackson, Mississippi, on August 20, 2009.

**Members present:** Mr. George Walker, Mrs. Patricia Dickens, Mr. Bubba Hudspeth, Mr. Max Huey, Mr. Ed Perry, and Mr. Bobby Steinriede. Members absent were: *Mr. Chip Crane, Mr. Bruce Martin, and Mr. Napoleon Moore.*

**SBCJC Staff in attendance:** Dr. Eric Clark, Dr. Fiona Qualls, Dr. Larry Day, Dr. Debra West, and Mrs. Missy Saxton.

**Guests in attendance:** Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Reggie Sykes, Institutions of Higher Learning.

**CALL TO ORDER**

Chairman George Walker called the meeting to order at 7:40 p.m.

Dr. Clark began by greeting all Board Members. He noted that he would present the Finance Report in Mrs. Deborah Gilbert's absence. He noted the proposed Legislative Budget Office (LBO) hearing date is Wednesday, September 23, at 1:30. He asked the Board Members if they could attend the LBO meeting and said he would be grateful. The LBO budget committee is only meeting for three and a half days this year, due to the delayed signing of appropriation bills.

Dr. Clark will be presenting Exhibit A1 to the Board, requesting approval of the re-appointment of Ms. Renee Moore to the Commission on Teacher and Administrator Education, Certification and Licensure and Development.

Regarding the SBCJC headquarters building, Dr. Clark reported that personnel from the Department of Finance and Administration have requested our staff to narrow down the list of nine architecture firm proposals to three to five firms. Dr. Clark and Mrs. Gilbert will meet with officials from DFA and present the list of narrowed-down architecture firms. The firms were chosen by the SBCJC Headquarters Committee members. The firms selected are Eley, Guild, Hardy, Dean & Dean Architects, the McCarty Company, Foil-Wyatt, and JH&H. After receiving the list from Dr. Clark and Mrs. Gilbert, DFA personnel will review the proposals and submit their preferred choices.

The topic of Thursday night board meetings was discussed. Mr. Chuck Rubisoff of the Attorney General's Office provided clarification of the requirements of the Open Meetings Law. Mr. Rubisoff reported the actions the SBCJC Board has taken for the past year and a half in announcing the next meeting date at the current meeting and including the announcement in the board minutes satisfies the statutory requirements. Announcements regarding both the Thursday night and Friday morning meetings are being made and the announcements appear in the minutes, which allows the public to know when and where the next meeting is going to be held. Even if the required notice of the meetings was not made, the MS Supreme Court has held that official actions taken during such a meeting are still valid actions. Failure to provide the required meeting notice may subject an agency to penalties under the open meetings law, but it does not invalidate the actions taken. Mr. Rubisoff stated that the notices for the SBCJC meetings meet the requirements of the law.

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Mr. Rubisoff suggested that Board Members consider amending the SBCJC Policy and Procedure 1.3. The current policy states the Board will meet on the fourth Friday of each month, as well as the Thursday evening prior to the fourth Friday. The proposed amended policy will be consistent with the current practice of the board and allows for the flexibility to change the dates, due to campus visits and annual meetings of the MACJC, as well as other events. The proposed amended policy also addresses the requirements for a teleconference board meeting and the notice that may be posted on the SBCJC website.

Mr. Rubisoff suggested that rather than considering a change to the policy on such short notice that the Board may wish to consider bringing it forward at the September 2009 meeting. He reiterated that the current SBCJC practice is in compliance with State law.

Chairman Walker advised this would be taken up at the September meeting.

Mr. Rubisoff also reported that the second ten-year anniversary of the entry into the Ed-Net contract is approaching. He is not suggesting any action, but wanted the Board to be aware that the date for providing notice of nonrenewal without cause will occur next week. If the Board chose to not renew, this would be the time to proceed with the non-renewal action. He concluded his report.

Dr. Debra West reported to the Board Members regarding Career and Technical Education, Workforce, Grants, and Related Activities.

She reported that Mr. Gary Gammill of East MS CC will be a special guest at the Board Meeting. He has been recognized by the Mississippi Manufacturer's Association with their 2009 Outstanding Vocational Educator Award. This is the first time in several years that a postsecondary instructor has received this prestigious award.

Dr. West will be bringing forward two program approval requests for Career and Technical Education. The first request is from Hinds CC and will be unique to Mississippi if approved. Hinds CC is proposing the establishment of an Associate of Applied Science in Air Traffic Control Technology. The second request is from Copiah-Lincoln CC for establishing an Associate of Applied Science in Accounting Technology.

Dr. West will be presenting the Workforce Annual Report, which is shared with the State Workforce Investment Board (SWIB) every year. Further, she will provide the standard workforce report and the WET Fund report. She will request Board approval for the FY 2010 Workforce Education Policies.

Dr. West will present the current grants being administered by the SBCJC staff, as well as the number of Career Readiness Certificates (CRC) issued.

Dr. Larry Day will present the Capital Improvement Report, which includes the SBCJC headquarters building. There is no action required. He will provide a handout that lists the number of county agricultural high schools established from 1909 until 1919 in MS.

Dr. Day presented a report on the history of Copiah-Lincoln CC, Wesson Campus and then concluded his report.

Dr. Fiona Qualls reported that five of the MACJC footballs teams are nationally ranked in pre-season polls. MS Gulf Coast CC is ranked 2<sup>nd</sup> in the nation, followed by EMCC-6<sup>th</sup>, PRCC-11<sup>th</sup>, JCJC-14<sup>th</sup> and NWCC-19<sup>th</sup>.

On behalf of Mrs. Gilbert, Dr. Clark provided the following information regarding the Finance agenda.

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**Attachment 1** is the approval request for the General Fund Disbursements out of Fund 2298 in the amount of \$10,706,893.00, for September 2009. This will require approval.

**Attachment 2** is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,783,465.00 and Fund 4110 in the amount of \$82,112.00, totaling \$2,865,577.00, effective August 31, 2009. This will require approval.

**Attachment 3** is the Update on the Education Enhancement Reductions in FY 2010. This is for informational purposes only and does not require approval.

**Attachments 4a and 4b** are the Financial Statements for Funds 2291 and Special Funds as of July 31, 2009. This covers the Lapse Period for Fiscal Year 2009. **Attachments 4c and 4d** are the Financial Statements for Funds 2291 and Special Funds as of July 31, 2009 for Fiscal Year 2009. This is for informational purposes only and does not require approval.

**Attachments 5a through 5d** are the Purchasing Approval requests for the contracts with MELO, WIN Career Readiness Courseware, Jobs for Mississippi Graduates and IPARADIGMS, LLC. These requests will require approval.

Item six on the Finance Agenda addresses the Budget Requests for FY 2011. Copies of the fifteen community colleges budget requests will soon be available to board members. Also, the LBO Budget Hearing date is scheduled for September 23, 2009.

There being no other business, Chairman Walker adjourned the meeting at 8:30 p.m.

Recorded by:



Missy Saxton



Mr. George Walker, Chairman



Dr. Eric Clark, Executive Director