

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
BOARD MEETING
Friday, January 15, 2010

The regular meeting of the State Board for Community and Junior Colleges (SBCJC) was held at 9:00 a.m. on Friday, January 15, 2010, at Holmes Community College, 412 W. Ridgeland Avenue, McGowan Workforce Center board room, Ridgeland, MS 39157. This change was due to water supply emergencies for the City of Jackson. Notice was provided on Wednesday, January 13, 2010, by posting the location change notification on the SBCJC website and posting at the regular location of 3825 Ridgewood Road, room 507, Jackson, MS, 39211. A copy of the emergency location change notification will be included as **Exhibit F**.

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

SBCJC Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Shawn Mackey, Mr. Ray Smith, Mr. Kell Smith, and Mrs. Missy Saxton.

Guests in attendance: Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Willis Lott, President of MGCCC and Chairman of the MACJC, and Dr. Reginald Sykes, Institutions of Higher Learning (IHL).

CALL TO ORDER

Chairman George Walker called the meeting to order at 9:00 a.m. and provided the meeting notice for the February 19, 2010, SBCJC Board Meeting. The State Board for Community and Junior Colleges Committee of the Whole meeting will be held February 18, 2010, at Huntington's Grille in Jackson, Mississippi at 6:00 p.m. The meeting will reconvene in the Hilton Hotel Hattiesburg Room at 7:30 p.m. The Board Meeting will be held on February 19, 2010, at 9:00 a.m. in Room 507 of the Education & Research Building, 3825 Ridgewood Road, Jackson, Mississippi.

PRELIMINARIES

Vice-Chairman Hudspeth provided the Invocation.

Approval of December 17 & 18, 2009 Meeting Minutes

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the minutes of the December 17 & 18, 2009, SBCJC Board meetings.

Approval of Agenda

In a motion made by Vice-Chairman Hudspeth and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** for approval of the day's agenda.

REPORTS/ACTIONS

Executive Director's Report

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Dr. Clark began his report by welcoming all Board Members to the meeting and thanking everyone for their flexibility in attending the SBCJC Board Meeting at a different location. He expressed his appreciation and thanks to Dr. Glenn Boyce, President of Holmes Community College, and his staff for allowing the SBCJC to hold their monthly board meeting at their Ridgeland campus.

Dr. Clark asked Board Members to refer to **Exhibit A1**, the proposed SBCJC Code of Ethics. This was distributed last month and board members were asked to make comments if they so chose. Dr. Clark requested approval of the SBCJC Code of Ethics.

In a motion made by Mr. Max Huey and seconded by Mr. Bobby Steinriede, the SBCJC Board **voted unanimously** to approve the SBCJC Code of Ethics.

Dr. Clark asked board members to approve **Exhibit A2**, the updated job description for the position of Director of Monitoring.

In a motion made by Mr. Bruce Martin and seconded by Mr. Napoleon Moore, the SBCJC Board **voted unanimously** to approve the updated job description for the position of Director of Monitoring.

He reported that three new hires are in the process of coming on board at SBCJC and said Dr. Debra West will provide more information on them. The Annual Report was distributed to Board Members, as well as the ABE/GED calendar.

On the first day of the Legislative session, the House and Senate passed the Workforce Enhancement Training (WET) Fund bill to guarantee workforce training funds through this calendar year. He thanked Dr. Shawn Mackey and Mr. Dexter Holloway for their presence at the committee hearings regarding the WET funds.

Dr. Clark reported that Senator Doug Davis, Chairman of the Senate Universities and Colleges committee, is reportedly going to introduce a bill that will collapse the SBCJC and put the agency under the Institutions of Higher Learning (IHL). Dr. Clark encouraged Board Members to communicate with their legislators regarding this bill and said he would keep them informed.

He reported that Dr. Debra West is making arrangements for Senior Staff to participate in and develop agency strategic planning. He would like for this to complement the efforts made by the MACJC strategic planning efforts.

Dr. Clark has attended the MS Economic Council's "A Capital Day", a meeting with the MS Supervisor's Association, and the Biloxi Business Club. On Monday, January 25th, at 3:00 p.m., the Senate Appropriations Sub-committee will hold a hearing on the SBCJC budget. He invited all board members to attend the hearing.

Dr. Clark concluded his report.

MACJC Report

Dr. Willis Lott, Chairman of the MACJC, presented the MACJC report on behalf of the Association. He reported that Dr. Hank Bounds informed him by way of letter, that the IHL is ready to adopt a thirty-hour common core for all eight universities. This common core will allow all community college students who receive an Associates of Arts degree and graduate, to have met the universities core requirements and that these students will be accepted. This is a result of the findings of the Graduation Rate Task Force. There was a 13 percent increase in community college enrollment and a 13 percent increase in enrollment for Spring 2010. The MACJC has decided to bring in a contractor from the University of Mississippi to complete the

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MACJC strategic planning process and they hope to go back to work on this in February. The community colleges are having to consider raising tuition due to budget issues. Another issue to be considered is limiting or freezing enrollment. Also to be considered is cutting salaries or instituting furloughs. The colleges will be looking at possibly reducing the cost of their athletic programs. There is a need for more teaching positions due to increasing enrollment. There has been unprecedented growth in the community colleges over the past two years. Dr. Lott concluded his report.

Career and Technical Education Report

Dr. Shawn Mackey, Associate Executive Director for Workforce and Career and Technical Education, presented information pertaining to Workforce, Career and Technical Education and Grants & related activities.

Dr. Mackey presented **Exhibit B1**, a New Program Request for Hinds Community College in the Small Engine Repair program. If approved, this will allow Hinds to offer a Technical Certificate in Small Engine Repair, as well as attract students as a Dropout Recovery effort.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Napoleon Moore, the SBCJC Board **voted unanimously** to approve the New Program Request for Hinds Community College in the Small Engine Repair program.

Dr. Mackey also presented **Exhibit B2**, a New Program Request for Hinds Community College in the Diesel Equipment Technology program. If approved, this will allow Hinds to offer a Technical Certificate in Diesel Equipment Technology, as well as attract students as a Dropout Recovery effort.

In a motion made by Mr. Max Huey and seconded by Mr. Bobby Steinriede, the SBCJC Board **voted unanimously** to approve the New Program Request for Hinds Community College in the Diesel Equipment Technology program.

Workforce Report

Dr. Mackey provided the standard workforce report, **Exhibit C1**. The WET Fund report, **Exhibit C2**, will be presented by Dr. West.

Grants and Related Activities Report

Dr. Mackey presented **Exhibit D1**, the report for Grants currently being administered by personnel at the SBCJC. **Exhibit D2** reports the number of Career Readiness Certificates (CRC) issued to-date.

Academic Affairs Report

Dr. Fiona Qualls, Associate Executive Director for Academic Affairs, presented the Academic Affairs Report.

Dr. Qualls presented **Exhibit E**, the bi-monthly Commission on Proprietary Schools and College Registration (CPSCR) report. This is for information purposes only. She, along with Chuck Rubisoff-- the Office of Attorney General counsel for SBCJC--have submitted some changes in the proprietary school law, that would allow a fee increase to cover the cost of processing proprietary school registrations, which is a time-consuming process. Several proprietary schools have not renewed their registration due to the downward turn in the economy.

Dr. Qualls concluded the Academic Affairs report.

Technology Report

Mr. Ray Smith, Assistant Executive Director for Information Technology, presented the Technology report. The "Creating Futures Through Technology" conference is scheduled for March 3-5, 2010 at the Beau Rivage in Biloxi. SBCJC partners with IHL as a co-sponsor for this conference. Registration for the conference is down from previous years, when there have been as many as 400-plus attendees. In years past, board members from IHL have attended the conference and Mr. Smith extended an invitation to SBCJC board Members to attend. Mr. Smith concluded his report.

Mr. Walker called for a recess at 10:00 a.m. and reconvened the meeting at 10:15 a.m.

Legislative Report

Dr. Eric Clark reported that Kell Smith has been tracking repealers dealing with workforce development centers and funding. Also, Dr. Clark and Kell are working with Mr. Bruce Martin and Chuck Rubisoff to introduce language into the EdNet statute to strengthen the law regarding the agency receiving revenue from broad band leases.

Dr. Clark will request that the Commission on Proprietary Schools and SBCJC be authorized to increase the fees to cover the cost of the SBCJC overseeing the schools. Dr. Clark and staff are going to request, for the second year in a row, to change the SBCJC appropriation bill language to take out the requirement that the CJC system count our students in the 6th week. All of this is being done with the counsel of Mr. Rubisoff.

Dr. Clark will continue to check the status on any bond bills that might effect the funding of the SBCJC headquarters building, which the Legislature committed \$2 million towards in the 2009 Legislative Session. Dr. Clark reminded members that the Senate Appropriations Sub-committee hearing will be on January 25th.

Deputy Executive Director Report

Deputy Executive Director Dr. Debra West began her report by updating the Board Members on the status of the Workforce Enhancement Training (WET) Funds, the current balance of which is included in **Exhibit C2**. She reported that our agency received over \$300,000 less in transfer than it did in January of 2009. Overall, we are down over \$1.6 million in transfers for FY 2010. This, combined with the fact that we began the year with less carryover, means we have had nearly \$3 million fewer dollars to date with which to conduct training. In an effort to better manage our scarce financial resources, the agency asked colleges to write the workforce training projects for six (6) months at a time this year, so that any unspent funds could be de-obligated after Christmas and redistributed to those who truly need it. That process is occurring now. It does mean we will likely have even less carryover (beyond the \$2 million that is required) from this fiscal year into next year.

Dr. West reported that Mr. Jim Hood has been hired as the Assistant Executive Director for Research and Planning, and will begin with SBCJC on January 18th. He was employed by IHL for almost 14 years and he is expecting to defend his Ph. D. dissertation at Ole Miss this spring. Dr. LaNell Kellum has been hired as the Director of Career and Technical Education. She has nearly 20 years experience in career and technical education, and comes to the SBCJC from the Stennis Institute of Government at MS State University. She will begin on February 1st. Both new hires will be introduced at the February Board meeting.

Dr. West concluded her report.

Finance Report

Mrs. Deborah Gilbert reported that Mrs. Holly Savorgnan was hired as an accountant for the agency and began working on January 1, 2010. Ms. Savorgnan received her MBA from Mississippi College.

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

Attachment 1 is the approval request for the General Fund Disbursement out of Fund 2298 in the amount of \$11,918,278.00 for February 2010.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the General Fund Disbursement out of Fund 2298 in the amount of \$11,918,278.00 for February 2010.

Attachment 2 is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,783,462.00 and Fund 4110 in the amount of \$82,111.00, totaling \$2,865,573.00 effective January 31, 2010.

In a motion made by Mr. Ed Perry and seconded by Mr. Bruce Martin, the SBCJC Board **voted unanimously** to approve the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,783,462.00 and Fund 4110 in the amount of \$82,111.00, totaling \$2,865,573.00 effective January 31, 2010.

Attachment 3 is the Report on Cumulative Reductions in Education Enhancement Funds. This is for informational purposes only and does not require approval. Mrs. Gilbert reports this is a 6.1 percent reduction in the first half of FY 2010.

Attachments 4a and 4b are Financial Statements for General Fund 2291 and Special Funds as of December 31, 2009. These are for informational purposes only and do not require approval.

Attachment 5 is the approval request for the December 3, 2009 Budget Cut Z-I Form changes.

In a motion made by Vice-chairman Hudspeth and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the December 3, 2009 Budget Cut Z-1 Form changes.

Attachment 6 is information provided by the Department of Finance and Administration reflecting the revised mileage rate of \$.050 per mile, down from \$.055 per mile. This is for informational purposes only.

In Other Business, Mrs. Gilbert updated Board Members on the ARRA State Fiscal Stabilization Fund Section 1512 Reporting deadline.

Mrs. Gilbert concluded her report.

Travel Authorizations

Chairman Walker asked for requests to authorize travel reimbursements for events other than regularly scheduled Board Meetings.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the travel request for Board Members who attend the January 25, 2010 Senate Appropriations Sub-committee hearing in Jackson.

EXECUTIVE SESSION

In a motion made by Mr. Ed Perry, he requested closure of the SBCJC regular monthly board meeting to consider going into an executive session. No second was required. The SBCJC Board **voted unanimously** to close the SBCJC regular monthly meeting. The meeting was closed.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to go into executive session.

In a motion by Vice-chairman Hudspeth and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to come out of executive session. The meeting was re-opened. There was no action taken during the executive session.

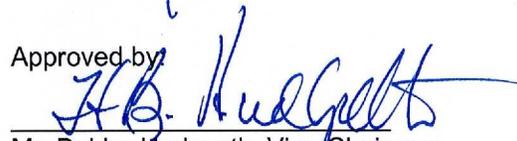
ADJOURNMENT

There being no other business, Chairman Walker adjourned the meeting at 11:05 a.m.

Recorded by:


Missy Saxton, Executive Assistant

Approved by:


Mr. Bubba Hudspeth, Vice Chairman


Dr. Eric Clark, Executive Director

Exhibits:

Executive Director
Career & Technical Education
Workforce
Grants
Academic Affairs
Technology
Research & Planning
Finance Report
Emergency Meeting Notification
Dr. Clark's Handouts & News Articles

Exhibits A1 and A2
Exhibit B1 and B2
Exhibits C1 & C2
Exhibits D1 & D2
Exhibit E
No Exhibit
No Exhibit
Separate Agenda
Exhibit F