

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**TELECONFERENCE BOARD MEETING**  
**Friday, May 21, 2010**

The regular meeting of the State Board for Community and Junior Colleges (SBCJC) was held at 9:00 a.m. on Friday, May 21, 2010, 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.

**Members present:** Mr. Bubba Hudspeth, Chairman; Mr. Bruce Martin (by telephone); Mr. Max Huey (by telephone); Mr. Bobby Steinriede (by telephone); Ms. Toni Cooley; Mr. Ed Perry and Mr. Chip Crane. Member absent: *Mrs. Patricia Dickens*

**SBCJC Staff in attendance:** Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Fiona Qualls, Dr. Shawn Mackey, Mr. Ray Smith, Mr. Jim Hood, Mr. Kell Smith, Mr. Jason Carter, Mrs. Denise Walley and Mrs. Missy Saxton.

**Guests in attendance:** Dr. Willis Lott, MS Gulf Coast Community College and MACJC; Mr. Chuck Rubisoff, Office of the Attorney General, and Dr. Reginald Sykes, Institutions of Higher Learning (IHL).

**CALL TO ORDER**

Chairman Bubba Hudspeth called the meeting to order at 9:00 a.m. and read the meeting notice for the June 17, 2010, SBCJC Board Meeting.

**MEETING NOTICE**

The State Board for Community and Junior Colleges Committee of the Whole meeting will be held June 17, 2010 at Huntington's Grille in Jackson at 6:00 p.m. The meeting will reconvene at the Hilton Hotel Hattiesburg Room at 7:30 p.m. The board meeting will be held on June 18, 2010 at 9:00 a.m. in Room 507 of the Education and Research Building, located at 3825 Ridgewood Road, Jackson, Mississippi.

**PRELIMINARIES**

Chairman Hudspeth welcomed all board members and recognized guests. He noted that sufficient notice was provided to conduct a teleconference board meeting. He spoke about the funeral service of Chairman George Walker, held in Clarksdale, Mississippi on May 10, 2010. In memory of Chairman Walker, Chairman Hudspeth requested that all in attendance observe a moment of silence. He then provided the Invocation.

Chairman Hudspeth reported that Dr. Howell Garner, Executive Director of the Mississippi Community College Foundation, has expressed a desire to be included in the establishment of a scholarship in Mr. Walker's honor. Dr. Clark will provide more details in his report.

**Approval of April 16, 2010 Meeting Minutes**

In a motion made by Mr. Chip Crane and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the minutes of the April 16, 2010 SBCJC board meeting.

### **Approval of Agenda**

In a motion made by Mr. Chip Crane and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** for approval of the day's agenda.

### **REPORTS/ACTIONS**

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

Dr. Clark began his report by welcoming all Board Members and thanking the Board Members who joined by telephone. He said he had not yet talked to Dr. Garner regarding the establishment of a scholarship in Mr. George Walker's honor, but would do so and follow the recommendation of the board. He reported that SBCJC staff members I've Burnett and Kell Smith have designed a tribute to Mr. Walker on our website.

Following Mr. Walker's death, Dr. Clark asked Mr. Rubisoff to research law and policy regarding our board officers. It was determined that upon Mr. Walker's death, Mr. Hudspeth moved up to chairman for the remainder of FY 2010 and has already been elected to chairman for FY 2011. It is recommended that the board elect a vice-chairman for the remainder of the fiscal year and for next fiscal year.

Dr. Clark discussed the budget. The CJC system's position has been complicated by the fact that MS Department of Education and Institutions for Higher Learning's share of ARRA funds are determined by a formula. The CJC ARRA money comes from Governor Barbour's discretionary funds. Currently, a specific amount of ARRA money for FY 2011 has not been designated for the CJC system. Dr. Clark is optimistic that he and the MACJC can work with Governor Barbour in determining an amount of money. Budget cuts have reduced the amount SBCJC is able to provide to Jobs for MS Graduates. Dr. Clark has relayed this info to Dr. Joe Haynes, Director of JMG.

Mr. Chip Crane's nomination by Governor Barbour for another term was approved in April and confirmed by the Senate. Mr. George Walker was also approved for another six-year term to our board.

Dr. Clark reported on House Bill 1071. This bill created the Education Achievement Council (EAC) and is a follow up to Graduation Rate Task Force. The goal of the EAC is to increase education attainment and population by 2025. The EAC will include six members of the community college system. Dr. Glenn Boyce, Dr. Jesse Smith and Dr. Ronnie Nettles were recommended by Dr. Willis Lott and Dr. Scott Elliot to serve on the council. Two SBCJC board members will be selected and Dr. Clark will serve as the sixth representative. Dr. Clark requested approval of the nominations of Drs. Boyce, Smith and Nettles to serve on the EAC.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the **SBCJC voted unanimously** to approve the nominations of Dr. Glenn Boyce, Dr. Jesse Smith and Dr. Ronnie Nettles to serve on the Education Achievement Council and represent the CJC system.

House Bill 1756 reauthorized the MS Department of Employment Security. This reauthorization moves forward all workforce repealers that were set to expire on July 1, 2010 and will carry the repealers over until June 30, 2011.

Dr. Clark requested the board to consider asking the Legislature to change the name of our agency. In 1986, the State Board for Community and Junior Colleges was established and the name adopted. The current language of Mississippi Code Annotated, Section 37-4-5 reads, "The term 'Junior College Commission' whenever it shall appear in the laws of the State of Mississippi shall mean and be construed to mean the 'State Board for Community and Junior Colleges.'" The proposed amendment to Section 37-4-5 would read, " The terms 'Junior College

Commission' and 'State Board for Community and Junior Colleges,' whenever they shall appear in the laws of the State of Mississippi shall mean and be construed to mean the 'Mississippi Community College Board.' ” Dr. Clark reported that Dr. Lott surveyed the 15 presidents and all expressed approval of the proposed name change.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC Board voted unanimously to request the next session of the MS Legislature to amend Section 37-4-5 to change the name of the SBCJC to "Mississippi Community College Board."

Dr. Clark asked Mr. Bruce Martin to provide details regarding a recent EdNet meeting held on May 12, 2010. Mr. Martin thanked Mr. Chuck Rubisoff for his assistance. Mr. Martin reported that the broadband spectrum (BBS) owned by the SBCJC and other EdNet participants has to be utilized by 2011 pursuant to FCC requirements. A proposal has been received by EdNet from a party who wants to be a broker to locate a lessee for the unleased channels. This party estimated the value of the remaining BBS to be approximately \$24,279,842.00. Mr. Martin commended Dr. Clark and Mr. Rubisoff for taking an interest in the BBS and helping protect it.

Dr. Clark reported that the resolution adopted by the board in honor of Mr. Napoleon's Moore's years of service to the board has been mailed to Mr. Moore, as he was unable to attend the May board meeting.

Dr. Clark reported that Dr. Hank Bounds, Commissioner of IHL, has requested all agencies housed in the IHL building to consider moving to a four-day work week for the summer months, in an effort to conserve funds and energy. Dr. Clark has consulted with Mr. Rubisoff and reports that Mississippi Code Annotated, Section 25-1-98 says that state agencies will be open 8-5, Monday through Friday. Dr. Clark requested from the board for confirmation that he has the authority to make that decision regarding SBCJC staff.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** and confirmed that he has the authority to make the decision regarding SBCJC staff work hours.

Dr. Clark concluded his report.

### **MACJC Report**

Dr. Willis Lott, Chairman of the MACJC, began his report by stating that the 15 presidents support the proposal of the SBCJC agency name change. He reported that most of the 15 community colleges are going to experience a substantial cut in their budgets. MGCCC will be raising tuition 28 percent. All community colleges will be raising tuition for the upcoming year with the exception of Itawamba Community College. Students at MGCCC, for the first time in history, will generate more revenue than the state. Students will carry about 44 percent of MGCCC's budget. The state is at 37 percent. Dr. Lott said that the increases in tuition should not affect the number of applicants and enrollment. MGCCC applications are up 19 percent.

Dr. Lott reported that he has asked Dr. Clark and his staff to help coordinate dual enrollment legislation. The legislation should ensure all 15 colleges are working together uniformly with local school districts to provide dual enrollment classes where the student can get high school credit and college credit. Dr. Lott commended the SBCJC staff for their superior work and efforts with this project. Dr. Clark reported that Dr. Fiona Qualls was leading this effort.

Dr. Lott reported that several of the colleges have cut back on athletics for the next year. Southwest CC has cut soccer, tennis, and track. EMCC has cut soccer and tennis. The MACJC voted at their last meeting to cut back on the number of games played and not to play baseball and softball games in the fall semester. Overall, the baseball and softball programs have been reduced. The CJC football programs were not reduced because they have already been cut in

the past and have never fully regained the original ten games. He stated that the CJC's are making their best effort to spend funds wisely. Dr. Lott said he hoped to see all of the board members at the MACJC Trustees Conference to be held at the Beau Rivage in July. He 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 discussed **Exhibit B**, a proposed Career and Technical Education contract that will be submitted for approval under the Finance Agenda. The contract request is with the Hilton Jackson Hotel for the Career and Technical Education Conference to be held August 4 and 5, 2010. The contract is for \$25,734. The contract has been reviewed by Mr. Rubisoff. The Mississippi Department of Education will reimburse the SBCJC for the cost of this conference.

### **Workforce Report**

Dr. Mackey provided the standard workforce report, **Exhibit C1**. He also presented the WET Fund report, **Exhibit C2**. These reports are for information only and do not require approval.

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

Dr. Mackey presented **Exhibit D**, the data for the number of Career Readiness Certificates (CRC's) issued to-date. This is for information only.

### **Academic Affairs Report**

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

Dr. Qualls presented **Exhibit E**, the request for approval of the Summer 2010 Location of Classes for the 15 community colleges, to include branch locations. There are 113 additional sites along with the main campuses.

In a motion made by Mr. Chip Crane and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the Summer 2010 Location of Classes.

Dr. Qualls reported that Academic Affairs staff members are looking into ways to try to bring in external funds by way of grants and private foundations to help with the budget situation.

The Commission on Proprietary Schools and College Registration met recently and Dr. Qualls will provide her report on that meeting in June. She reported that she will be talking with a few of the administrators from the larger proprietary schools in the state to request their support in changing the legislation that would allow SBCJC to raise fees, with board approval, to cover the costs of administering the registration of proprietary schools.

Representatives from Mississippi private colleges, Rust College and Millsaps College, have expressed an interest in entering into Articulation Agreements with community colleges. Their interest is based on the Articulation Agreement currently in place between the CJC system and the state four year universities.

Dr. Qualls reported that Adult Basic Education (ABE) and GED staff members have been busy planning their annual meetings to be held in June. The Mississippi Kidney Foundation (MKF) has offered its first GED scholarship to a person awaiting a kidney transplant. An MKF newsletter was

provided by Dr. Qualls.

The Monitoring branch of Academic Affairs is getting close to finishing the Fall 2009 audit. Dr. Qualls said this has been a huge undertaking and has required a lot of assistance from all SBCJC staff members.

She reported E-Learning staff members are very busy with the Blackboard upgrade to version of 9.1.

Dr. Qualls reported that several meetings will be held during the month of June, including the MACJC Legislative Workshop, the ABE conferences, and the Academic Affairs association meeting to be held at Northeast MS CC.

Dr. Qualls concluded the Academic Affairs report.

Chairman Hudspeth called for a recess at 10:00 and reconvened the meeting at 10:05.

Due to the three board members participating in the board meeting by telephone, Chairman Hudspeth suggested that a motion be made to move Mrs. Deborah Gilbert's report up on the agenda.

In a motion made by Mr. Ed Perry and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to amend the day's agenda to allow the Finance Agenda and Travel Authorizations, which require approval with a quorum, to be presented by Mrs. Gilbert while the three board members were still available by phone.

### **Finance Report**

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

**Attachment 1** 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 May 31, 2010.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** to approve 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 May 31, 2010.

**Attachment 2** is an update on Education Enhancement Fund Reductions. This is for informational purposes only.

**Attachments 3a and 3b** are Financial Statements for General Fund 2291 and Special Funds as of April 30, 2010. These are for informational purposes only and do not require approval.

**Attachment 4** is the approval request for the FY 2011 Administrative Budget.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** to approve the FY 2011 Administrative budget request.

**Attachments 5a and 5b** are the approval requests for the Support and Administration FY 2011 Z-1 Budgets.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** to approve the Support and Administration FY 2011 Z-1 Budgets.

**Attachment 6** is the request for approval of the guidelines for the Administration of Associate Degree Nursing support for FY 2011.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC **voted unanimously** to approve the guidelines for the Administration of Associate Degree Nursing support for FY 2011.

**Attachment 7** is the request for approval of the guidelines for the Disbursement of Advanced Training Center Funds for FY 2011.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC **voted unanimously** to approve the guidelines for the Disbursement of Advanced Training Center Funds for FY 2011.

**Attachment 8** is the request for approval of the guidelines for Disbursement of Education Technology Funds for FY 2011.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC **voted unanimously** to approve the guidelines for the Disbursement of Education Technology Funds for FY 2011.

**Attachment 9** is the approval request for the Schedule of Disbursements for FY 2011.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC **voted unanimously** to approve the Schedule of Disbursements for FY 2011.

**Attachments 10a and 10b** are the review documents for FY 2012 Support and Administration Budget Requests. These are for informational purposes only do not require approval.

**Attachment 11** is the purchasing approval request of more than \$25,000 for the contract with the Hilton Jackson for the Career and Technical Education Conference to be held August 4 and 5, 2010. This contract is for \$25,734. The Mississippi Department of Education will reimburse the SBCJC with state funds for the cost of this conference. There is a \$45,000 budget for this conference. There may need to be some flexibility in the amount paid with this contract in case the numbers of participants increase as the time draws near for the conference.

In a motion made by Mr. Ed Perry and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the purchasing approval request, as amended, which will allow for an increases in payment of the contract of approximately \$6,200 and for all revision to be approved by Dr. Clark, Mrs. Gilbert, Dr. Mackey and Mr. Rubisoff, for the Career and Technical Education conference to be held at the Hilton Jackson, August 4 and 5, 2010.

Mrs. Gilbert concluded her report.

### **Travel Authorizations**

Chairman Hudspeth asked for requests to authorize travel reimbursements for events other than regularly scheduled Board Meetings. Chairman Hudspeth stated that he has been invited to attend the MACJC Legislative Workshop to be held at the Beau Rivage in Biloxi, June 6-9, 2010. On May 9 and 10, 2010, Chairman Hudspeth attended the visitation and funeral services for Chairman Walker. Chairman Hudspeth attended a meeting at East Mississippi CC and he also attended East Central CC's graduation. Mr. Perry attended Chairman Walker's funeral on May 10, 2010.

In a motion made by Ms. Toni Cooley and seconded by Mr. Ed Perry, the SBCJC Board **voted unanimously** to approve the travel requests reimbursements for Chairman Hudspeth to attend the MACJC Legislative workshop June 6-9, 2010; the travel to Chairman Walker's visitation and funeral on May 9 and 19, 2010; the meeting at East MS CC and the graduation at East Central CC. Also approved was the travel request reimbursement for Mr. Perry's travel on May 10, 2010, to Chairman Walker's funeral.

### **Technology Report**

Mr. Ray Smith, Assistant Executive Director for Information Technology, presented the Technology report. The Strategic Technology Council met on May 6, 2010 and set the priority goals for FY 2011. The goals were based on the priorities set for the current fiscal year. The Council was able to address current priorities and discussed funding by the presidents. The next meeting of the STC will be held June 4 with Dr. Phil Sutphin in attendance to discuss the FY 2011 fiscal priorities. Information will be provided in detail to Dr. Sutphin. He will in turn present the details to the presidents at the MACJC Legislative Workshop in June. Mr. Smith concluded his report.

### **Research and Planning Report**

Mr. Jim Hood provided the report for the Research and Planning Division. With May being the traditional month of graduations, he recently obtained data pertaining to the number of degrees and certificates awarded during this time of year. Preliminary numbers show over 12,000 degrees and certificates were awarded this May. This is a 12 percent increase from the number of degrees and certificates awarded this time last year. The number of degrees awarded parallel the enrollment increases.

The Council for Institutional Research held its first meeting in May and will meet again in June.

The date for the Annual Summer meeting is June 3 and 4, and will be held in the MPB Auditorium. This meeting will bring together registrars, Institutional Research officers, admissions officers and other community college personnel involved in data collection. Subjects to be discussed are related to federal and state data reporting, best data practices and graduation rate data.

Mr. Hood concluded his report.

### **Deputy Executive Director Report**

Deputy Executive Director Dr. Debra West presented **Exhibits F1 and F2**, are summary data documents collected from various workforce directors throughout the state regarding workforce projects. This is for information only. **Exhibit F3** is a report provided to the Commission on the Status of Women. This is for information only.

### **ADJOURNMENT**

There being no other business, Chairman Hudspeth adjourned the meeting at 10:30 a.m.

Recorded by:

  
Missy Saxton, Executive Assistant

Approved by:

  
Mr. Bubba Hudspeth, Chairman

  
Dr. Eric Clark, Executive Director

**Exhibits:**

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

Exhibit A  
Exhibit B  
Exhibits C1 and C2  
Exhibit D  
Exhibit E  
No Exhibit  
No Exhibit  
Exhibits F1, F2 and F3  
Exhibit G  
Separate Agenda