

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
Friday, June 17, 2011

The regular meeting of the State Board for Community and Junior Colleges (SBCJC) was held at 9:00 a.m. on Friday, June 17, 2011, 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, Chair; Mrs. Patricia Dickens, Vice-Chair; Mr. Bobby Steinriede; Mr. Duncan McKenzie; Mr. Max Huey; Mr. Chip Crane; Ms. Toni Cooley; Mr. Ed Perry, Mr. Bruce Martin and Mr. Tom Gresham.

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

Guests in attendance: Mr. Chuck Rubisoff, Office of the Attorney General; Ms. Sarah Welker, Center for Economic Policy; and Ms. Vonda Rivers, Meyer & Rosenbaum Insurance, Inc.

CALL TO ORDER

Chairman Bubba Hudspeth called the meeting to order at 9:00 a.m. and read the meeting notice for the June 16 and 17, 2011, SBCJC Board Meetings.

MEETING NOTICE

The regular monthly meeting of the State Board for Community and Junior Colleges will be held at 9:00 a.m., Friday, July 8, 2011, at the Beau Rivage, Biloxi Convention Center in Biloxi, Mississippi.

PRELIMINARIES

Chairman Hudspeth welcomed all board members and visitors and then asked Mr. Huey to provide the Invocation.

Approval of May 19, 20 and 24, 2011 Meeting Minutes

In a motion made by Mr. Chip Crane and seconded by Mrs. Patricia Dickens, the SBCJC Board **voted unanimously** to approve the minutes, with approved revisions to travel authorizations and to correct Mr. Bubba Hudspeth recordation as Vice-Chairman to Chairman, of the May 19 and 20, 2011, SBCJC board meetings.

Approval of Agenda

In a motion made by Ms. Toni Cooley and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the agenda, with approved revisions.

REPORTS/ACTIONS

Executive Director's Report

Dr. Clark began his report by welcoming all board members and guests.

Dr. Clark reported to the Board that this meeting would be the last meeting, after 25 years, as the "The State Board for Community and Junior Colleges," and the July board meeting will be the first official board meeting of the "Mississippi Community College Board."

Dr. Clark reported that Deborah Gilbert will present 2013 budget requests for Board approval. The 2013 Budget request will include a funding request for a Grant Writer position

Dr. Clark reported that interviews will begin for the Assistant Director of Research and Planning position the afternoon of June 17th. Dr. Clark stated that we are accepting applications for the Director of Proprietary School and College Registration position, with the goal of filling the position by August 1st.

Relocation of the 6th floor staff due to building renovations begin next week. Dr. Clark reported to the Board that phone numbers will not change and that the relocation is estimated to last ten weeks.

Dr. Clark reported that on Monday, May 23rd he spoke to the Starkville Rotary Club and, on Tuesday, May 31st he spoke at the Southern Minority Leadership Conference. He attended the MACJC Legislative Workshop in Vicksburg on Sunday, June 5th through 8th. On Thursday, June 23rd, Dr. Clark is scheduled to attend a reception honoring Dr. Oliver Young's retirement from Southwest CC; Sunday, May 29th, he is scheduled to speak to the incoming students of the MCCLA Leadership Academy. The Trustee Conference will be held in Biloxi on Friday, July 8th and Saturday, July 9th.

Dr. Clark is working to organize a political speaking forum for Friday afternoon of the Trustees' Conference to consist of the major candidates for Governor and Lieutenant Governor.

Dr. Clark presented commissions from the Governor to Ms. Toni Cooley and Mr. Duncan McKenzie.

Career and Technical Education Report

Dr. Shawn Mackey greeted board members and presented **Exhibits A1**, a program request for an Automotive Technology program for Coahoma Community College.

In a motion made by Mr. Chip Crane and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the program request for an Automotive Technology program for Coahoma Community College.

Exhibit A2 is a program request for a Commercial and Residential Maintenance program for Jones County Jr. College.

In a motion made by Mr. Bruce Martin and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the program request for a Commercial and Residential Maintenance program for Jones County Jr. College.

Exhibit A3 is a new location request for Commercial Truck Driving program for Mississippi Gulf Coast Community College. This program will be mobile and to allow participation at the campus with the highest program interest.

In a motion made by Mr. Bruce Martin and seconded by Mrs. Patricia Dickens, the SBCJC Board **voted unanimously** to approve the new location request for a Commercial Truck Driving program for Mississippi Gulf Coast Community College.

Exhibit A4 is a relocation request of the Surgical Technology program for Mississippi Gulf Coast Community College.

In a motion made by Mrs. Patricia Dickens and seconded by Mr. Max Huey, the SBCJC Board **voted unanimously** to approve the relocation request of the Surgical Technology program for Mississippi Gulf Coast Community College.

Exhibit A5 is for information purposes only. Mississippi Gulf Coast Community College has elected to terminate the following programs: Industrial Drafting Technology, Medical Billing and Coding Technology, Landscape Management Technology, Business and Office Technology, and Respiratory Care Technology.

Exhibit A6 is for information purposes only. Itawamba Community College has elected to terminate its Diagnostic Medical Sonography program.

Exhibit A7 is for information purposes only. Jones County Jr. College has elected to terminate its Automotive Machinist program.

Workforce Report

Dr. Mackey presented **Exhibit B1**, the standard Workforce Budget Report. This report shows all colleges to be in good standing. This is for information purposes only.

Exhibit B2 is the WET Fund Revenue Report. SBCJC has not received a transfer from MDES and anticipates these funds will be transferred in June. This is for information only and does not require board approval.

Grants and Related Activities Report

Dr. Mackey presented **Exhibit C1**, the Career Readiness Certificates chart displays a total of 18,910 certificates issued for the current fiscal year. **Exhibit C2** is the standard Grants reports. This is the grant that received funding from MDES in the amount of \$300,000.00. Currently, the agency has already obligated \$279,100.00 of that contract. This is money spent on Career Readiness Certificates (CRC's).

Dr. Mackey concluded his report.

Academic Affairs Report

No report given.

Technology Report

Mr. Ray Smith reported to the Board that a brief outage occurred while installing the new electrical system on Memorial Day. This brief outage did not affect any of the community colleges' activities. The new electrical system has been configured and Ray is in the process of migrating data from the old servers to the new system. The major goal is to complete migration before the renovations are to begin on the 6th floor.

The upgrades to the system will allow SBCJC to form an in-house data warehouse enabling the retention of more historical data online. In addition, SBCJC will act as a disaster recovery site for the colleges and an approved college will function as the disaster recovery site for SBCJC. The new system will allow up to 800 virtual machines and desktop virtualization for SBCJC staff.

Mr. Smith concluded his report.

eLearning and Instructional Technology Report

No report given.

Deputy Executive Director Report, Programs and Accountability

Dr. Debra West reported that the committee appointed by the State Board to review MS Gulf Coast Community College's appeal of its Practical Nursing accreditation finding met on Wednesday, June 14th, to review all of the documents relevant to MGCCC's appeal.

Review of the documents revealed the following:

- MGCCC merged its Practical Nursing and Associate Degree Nursing program into one program, with the PN exit point being the summer of year 1 and the Associate Degree Nursing program exit point being the end of the 2nd year.
- As of the start of the spring 2011 semester, MGCCC had received all the necessary approvals (IHL, National League for Nursing, and MS Board of Nursing) to run the Associate Degree program.
- MGCCC had received necessary national accreditation approval for the Practical Nursing component from the National League for Nursing. State accreditation approval, which is granted by the SBCJC, was contingent upon approval from the Mississippi Board of Nursing (MBON) that students graduating from the merged program would be IV certified upon graduation, and thus would not be required to complete additional coursework.
- MBON approval for IV certification was received in February 2011.
- MGCCC's PN program had its national accreditation visit the first week of March and met all national standards. It had its state accreditation visit March 9-11, 2011.
- The State Accreditation Team cited MGCCC for telling students in the fall (prior to MBON, and thus, SBCJC approval) that they could enter the merged program in January and have the PN option at the end of the 2nd semester. As a result of this finding, MGCCC's program received Provisional Accreditation.
- In reviewing all the documents from both MGCCC and the original state accreditation team, the committee felt that, because students were not interviewed about what they had been told prior to admission, there was no evidence by which to judge the context of how the program had been presented to them (previous information had come from financial aid staff and counselors). In other words, students may have been told that the PN exit point was contingent upon the certification from MBON, but there was no way to confirm that.
- Also, no students were enrolled in the PN program in the spring 2011 semester; therefore all approvals were in place before the students would have reached their PN exit point. As a result, no harm was caused the students, all of whom had declared an Associate Degree intent.
- While the appeals committee felt that MGCCC had not taken into consideration the time required to receive all requisite approvals from various agencies and had not done an adequate job of providing the state accreditation team a crosswalk between national and state accreditation standards in their self-study (which likely resulted in confusion and frustration on the part of the visiting team), they did not feel that MGCCC's actions rose to the level of non-compliance.

The committee's recommendation to the Board is as follows:

After extensive discussion and lengthy deliberation, the Appeal Committee unanimously voted to recommend that the SBCJC overturn the finding of non-compliance found during MGCCC's March 9-11, 2011 Accreditation Site Visit. Further, the committee recommends that MGCCC's Practical Nursing Program be granted Full Accreditation, with the following recommendations under Standard F, Criteria 34:

- *MGCCC should practice due diligence in reporting substantive change to approval agencies, recognizing the timeline of approval from multiple agencies varies.*
- *For future documentation, MGCCC should ensure there is a cross reference provided between the SBCJC and NLNAC Accreditation Standards.*
- *MGCCC should clarify on all public documents the point where students must declare the PN exit option.*

In a motion made by Mr. Ed Perry and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the Appeal Committee's recommendation to overturn the finding on Standard F., Criteria 34.

Dr. Debra West concluded her report.

Chairman Hudspeth recessed the meeting at 10:09 a.m. and reconvened the meeting at 10:25 a.m.

Deputy Executive Director Report, Finance and Administration

Mrs. Deborah Gilbert presented the Finance report, as follows:

Attachment 1 is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,742,508.00, and Fund 4110 in the amount of \$82,112.00, totaling \$2,554,620.00, effective June 30, 2011.

In a motion made by Mr. Ed Perry and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,472,508.00 and Fund 4110 in the amount of \$82,112.00, totaling \$2,554,620.00, effective June 30, 2011.

Attachment 2 is the update on Education Enhancement Funds. This is for informational purposes only and does not require approval.

Attachments 3a and 3b are the Financial Statements for Funds 2291 and Special Funds as of May 31, 2011. Attachment 4a is general fund information and Attachment 4b is special fund information. This does not require approval.

Attachment 4a and 4b are the approval requests for distributions in the amount of \$42,236,941.00 from the FY 2012 Budget and the FY 2012 Special Fund 3295 Health Insurance Carryover Fund Disbursement in the amount of \$410,500.00.

In a motion made by Mr. Ed Perry and seconded by Mr. Bruce Martin, the SBCJC Board **voted unanimously** to approve the distribution requests from the FY 2012 Budget and the FY 2012 Special Fund 3295 Health Insurance Carryover Fund Disbursement.

Attachment 5a and 5b are approval requests for the FY 2013 Support and Administration Budget requests.

In a motion made by Mr. Ed Perry and seconded by Mr. Chip Crane, the SBCJC Board **voted unanimously** to approve the FY 2013 Support and Administration Budget requests.

Mrs. Gilbert concluded her report.

Travel Authorizations

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

In a motion made by Mr. Max Huey and seconded by Mrs. Patricia Dickens, the State Board **voted unanimously** to approve the per diem reimbursement for the May 24th Special Teleconference Call for the following board members: Chairman Hudspeth, Patricia Dickens, Max Huey, Toni Cooley, Ed Perry, Bruce Martin, Duncan McKenzie, Chip Crane, and Tom Gresham, Chairman Hudspeth's travel reimbursement on June 5th through 8th to attend the MACJC Legislative Workshop in Vicksburg, Chairman Hudspeth's, travel reimbursement to East Mississippi CC for Ms. Lucille Wood's retirement celebration on June 26th, Chairman Hudspeth's, Patricia Dickens', and Ed Perry's travel to the MCCLA Leadership Academy in Raymond on June 29th.

OTHER BUSINESS

No other business.

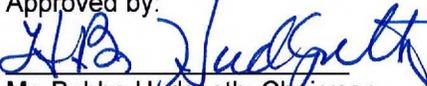
ADJOURNMENT

In the absence of any further business, the meeting was adjourned at 10:30 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mr. Bubba Hudspeth, Chairman


Dr. Eric Clark, Executive Director

Exhibits:

Career and Technical Education
Workforce
Grants/CRC Report
Academic Affairs
Research and Planning
Technology
eLearning & Instructional Technology
Dr. West
Finance Report
Dr. Clark's Handouts & News Articles
May 24 Special Teleconference Agenda

Exhibits A1, A2, A3, A4, A5, A6 and A7
Exhibits B1 and B2
Exhibits C1 and C2
No Exhibit
No Exhibit
No Exhibit
No Exhibit
Exhibit E
Separate Agenda
Exhibit D