

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, November 18, 2011

The regular meeting of the Mississippi Community College Board (MCCB) was held at 9:00 a.m. on Friday, November 18, 2011, in the IHL Board Room, located in the Universities Center, 3825 Ridgewood Road, Jackson, MS 39211.

Members present: Mr. Bubba Hudspeth, Chair; Mrs. Patricia Dickens, Vice-Chair; Mr. Bobby Steinriede; Mr. Duncan McKenzie; Mr. Max Huey; Mr. Bruce Martin; and Mr. Ed Perry. Mr. Bruce Martin participated via conference call. *Members not present: Ms. Toni Cooley, Mr. Tom Gresham, and Mr. Chip Crane.*

MCCB Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Shawn Mackey, Dr. Joan Haynes, Mr. Ray Smith, Dr. Christian Pruett, Mrs. Cynthia Jiles, Mr. Kell Smith, Mrs. Eloise Richardson, Mrs. Missy Saxton, and Mr. Jim Southward.

Guests in attendance: Dr. Scott Elliott, President of Meridian Community College; Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Edward Jordan, Director of P-20 Initiatives, IHL; Ms. Sara Welker, Mississippi Center for Economic Policy; and Mr. Henry Anderson, IHL.

CALL TO ORDER

Chairman Bubba Hudspeth called the meeting to order at 9:00 a.m. and read the meeting notice for the December 15 and 16, 2011, MCCB Board Meetings.

MEETING NOTICE

The Mississippi Community College Board Committee of the Whole dinner meeting will be held Thursday, December 15, 2011, at Huntington's Grill at 6:00 p.m. The meeting will reconvene in the Hattiesburg Room of the Hilton Hotel at 7:00 p.m. that same evening. The regular monthly meeting of the Mississippi Community College Board will be held at 9:00 a.m., Friday, December 16, 2011, at the Mississippi Community College Board, 3825 Ridgewood Road, Room 507 of the Education and Research Center in Jackson, Mississippi.

PRELIMINARIES

Chairman Hudspeth welcomed all board members and visitors and asked Mr. Max Huey to provide the invocation.

Approval of October 20 and 21, 2011 Meeting Minutes

In a motion made by Mrs. Patricia Dickens and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the minutes of the October 20 and 21, 2011, MCCB board meetings.

Approval of Agenda

In a motion made by Mr. Max Huey and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the proposed agenda.

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 fifth floor renovations will be complete next month and the December board meeting will be held in the MCCB fifth floor conference room.

Dr. Clark announced to the Board that East Mississippi CC won State Football Championship and would play Arizona Western College for the National Championship in Yuma, Arizona.

Dr. Clark reported to the Board that on November 28, Dr. Ray Grubbs will hold a staff meeting to begin the strategic planning process.

Dr. Clark asked the Board to approve underwriting the MHSAA FedEx High School Football Championships MPB broadcast. MCCB and MACJC will each invest \$1,500.00 to promote community colleges.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve payment of \$1,500.00 to co-sponsor community college ads during the MHSAA FedEx High School Football Championships MPB broadcast on December 2 and 3, 2011.

Dr. Clark reported that Dr. Joan Haynes will present a recommendation to accept the nomination of Mr. George Terry to replace Dr. Roy DeBerry on the Commission for Proprietary Schools and Registration.

Dr. Clark called on Mr. Jim Southward to provide an update on community college scholarships.

Athletic Affairs

Mr. Jim Southward reported to the Board the scholarship decisions made by the Mississippi Association of Community and Junior Colleges (MACJC) in the October 2011 MACJC Association meeting:

OUT OF STATE SCHOLARSHIPS

1. The MACJC voted to restore out-of-state athletic scholarship limits and numbers for each sport back to the original numbers which were in effect at the beginning of the 2011-12 school year.

UNIFORM SCHOLARSHIP RULES

1. All student aid must be reported and considered part of the cap.
2. Pell Grants must be applied prior to any other financial aid.
3. All aid awarded beyond athletic scholarships must be merit-based. Pell recipients must fall under the maximum caps recommended above.
4. All aid/scholarships must be awarded based on a colleges pre-established scholarship committee recommendations. Scholarship committees must have and follow a published policy for issuing all student aid. Awarded scholarships must adhere to pre-established merit based criteria.
5. Discretionary scholarships defined as scholarships/aid awarded to an athlete at the discretion of one individual without pre-established eligibility criteria and not available to all students, are disallowed.

6. Where outside aid causes a student athlete to exceed the established refund, athletic aid must be adjusted down or withheld to remain within the established cap.
7. Merit based scholarships must have clearly defined criteria, be available to the general student population, and should not allow athletes to receive priority consideration. All merit based scholarships are subject to review and audit by the MACJC Athletics Commissioner. Infractions as determined by the MACJC Athletic Commissioner shall be submitted to the MACJC President's Athletic committee for further review. Criteria for all merit based aid must be submitted to the MACJC Athletic Commissioner in conjunction with the MACJC Athletic Financial Aid/Eligibility Report, which must be on a standardized form.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to adopt a policy to send congratulatory resolutions to the community colleges that win state championships in any athletic competition.

Dr. Clark continued his report, as follows:

On October 28, MCCB held a staff development meeting facilitated by Mrs. Tommie Dale Favre; October 31, Dr. Clark spoke to the Philadelphia Rotary Club then met with the Meridian Star and WTOK television. On November 1, Dr. Clark attended the annual Senator Thad Cochran luncheon with the Mississippi Council and Economic Education; November 2, HOBNOB; November 3, Dr. Clark gave a leadership presentation to a leadership class at the Department of Finance and Administration and attended a Community Leaders' Luncheon at Hinds CC; November 8, MPB board meeting; November 9, West Alabama-East Mississippi Mayor's Summit in Meridian; November 14, reception for outgoing legislative budget committee members; and November 17, Hinds Legislative luncheon in Raymond.

On November 21, MCCB staff will attend the agency Thanksgiving luncheon and on November 28, the Strategic Planning kick-off meeting. On December 7, Dr. Clark will speak at the orientation for newly elected legislators at the Capitol.

Dr. Clark concluded his report.

MACJC Report

Dr. Scott Elliott began his report by mentioning the success of Pearl River Community College's training program for 30 heavy equipment operators from the Wallace Construction Company. In return, the students received national certification in heavy equipment operation.

Dr. Elliott provided information for the following community colleges: Pearl River CC, East MS CC, Northeast MS CC, Hinds CC, East Central CC, MS Gulf Coast CC, Southwest CC, Copiah-Lincoln CC, Meridian CC, Coahoma CC, Jones County Junior College, and Itawamba CC. Dr. Elliott concluded his report.

Chairman Hudspeth recessed the meeting at 10:00 a.m. and reconvened the meeting at 10:10 a.m.

Career and Technical Education Report

Dr. Shawn Mackey greeted the Board and reported that there were no Career and Technical action items to report.

Workforce Report

Dr. Mackey presented **Exhibit A**, the Career Readiness Certificates chart for FY 2012. This is for information only and does not require board approval.

Grants and Related Activities Report

Dr. Mackey presented **Exhibit B**, the standard Workforce Budget Report. This is for information only and does not require board approval.

Exhibit C is the WET Fund Revenue Report. This is for information only and does not require board approval.

Dr. Mackey concluded his report.

Academic Affairs Report

Dr. Joan Haynes reported that Mrs. Dickens and Ms. Cooley recommended Mr. George Terry to replace Dr. Roy DeBerry to represent the old 4th congressional district as a commissioner on the Commission on Proprietary School and College Registration.

In a motion made by Mrs. Patricia Dickens and seconded by Mr. Duncan McKenzie, the MCCB Board **voted unanimously** to approve the recommendation of Mr. George Terry to replace Dr. Roy DeBerry to represent the old 4th congressional district as a commissioner on the Commission on Proprietary School and College Registration.

Dr. Haynes presented **Exhibit D, Exhibit E1, Exhibit E2, and Exhibit E3**, the summary report for the October 20 meeting of the Commission on Proprietary School and College Registration. Fees collected in October totaled \$17,775.00; fiscal year-to-date fees totaled \$33,525.00.

Dr. Haynes concluded her report.

Dr. Haynes called on Mrs. Eloise Richardson to present the GED fee increase request.

GED

Mrs. Eloise Richardson presented the proposal to increase the GED testing fee from \$40.00 to \$75.00 to follow the national increase. Mrs. Richardson also recommended waiving the Mississippi residency requirement for GED testing.

After discussion, in a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve increasing the GED testing fee from \$40.00 to \$75.00 effective January 1, 2012 and voted to approve removing the Mississippi residency requirement.

Technology Report

Mr. Ray Smith reported that the Technology Division is focused on finalizing the upgrades to the network. Mr. Smith plans to complete these upgrades by mid-December.

Mr. Smith concluded his report.

eLearning and Instructional Technology Report

Dr. Christian Pruet began his report by commending the work of Mr. Ray Smith and the Technology Division.

Dr. Pruet reported that MVSCC selected two *2009-2010 MVSCC Online Instructors of the Year* recipients: Mrs. Helen Thompson, a math instructor at Northeast MS CC; and Mrs. Carolyn Warren, a math instructor at Northwest MS CC. These instructors have higher retention rates than traditional math classes. Each candidate was awarded a plaque from MACJC and a \$1,000.00 stipend from Dr. Howell Garner and the Community College Foundation.

Dr. Pruet reported that with the current usage and projected increased use of Smarthinking, he foresees a request for additional support to buy more hours next year.

ChannelMatter has now entered the pilot phase and Mrs. Deborah Gilbert will present the purchasing request to finalize and move ChannelMatter into production for the colleges.

Dr. Pruet concluded his report.

Research and Planning Report

In Mr. Raul Fletes' absence, Debra West presented **Exhibit F**, the spring 2011 community college enrollment numbers by site. This for informational purposes only and does not require action.

Deputy Executive Director Report, Programs and Accountability

Dr. Debra West reported to the Board that she attended the State Longitudinal System Best Practices Conference in Washington, D.C. Attendance was mandatory for states that received the State Longitudinal Grant. Mississippi has a data system in place and is working to identify policy questions and maintain data ownership for cooperating agencies and data privacy.

Dr. West provided an update to the Pell Grant proposal that she, MCCB staff, and the Governor's office submitted to the federal government regarding an experimental site initiative. This initiative would allow colleges or other educational sites to become experimental sites for federal financial aid. The MCCB and Governor's collaborative proposal was selected to implement as an experimental site initiative. This particular experiment would provide a waiver to current requirements and allow Pell Grants to be received by students who enrolled in a vocational program not previously eligible for Pell Grants. Colleges will need to apply for selection to participate. To date, Copiah-Lincoln CC has stated that it intends to pursue participation.

Dr. West concluded her report.

Deputy Executive Director Report, Finance and Administration

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

Attachment 1 is the approval request for the General Fund Disbursements out of Fund 2298 in the amount of \$9,784,131.00 for December 2011.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the General Fund Disbursements out of Fund 2298 in the amount of \$9,784,131.00 for December 2011.

Attachment 2 is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,090,873.00 and Fund 4110 in the amount of \$82,112.00, totaling \$3,172,985.00 effective November 30, 2011.

In a motion made by Mrs. Patricia Dickens and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the Education Enhancement Fund Disbursements out of

Fund 4080 in the amount of \$3,090,873.00 and Fund 4110 in the amount of \$82,112.00, totaling \$3,172,985.00, effective November 30, 2011.

Attachment 3 is the update on Education Enhancement Fund Reductions – FY 2012. This is for informational purposes only and does not require approval.

Attachment 4 is the Financial Statements from General Fund 2291 and Special Funds as of October 31, 2011. This is for informational purposes only and does not require approval.

Attachment 5 is a Purchasing Approval request to establish a Professional Services Agreement between ChannelMatter, Inc. and the MCCB to deploy and support a production system for Student Evaluation of Instruction (SEI) and Strategic Planning (SP) solutions. The maximum cost to set up SharePoint and deploy SP and SEI at the remaining eleven colleges will be \$710,000. The cost of one-year of support and maintenance will be an additional \$275,000 for a total of \$985,000. The contract will begin on the date it is signed by all parties and continue until December 1, 2013.

In a motion made by Mr. Ed Perry and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the purchasing request to establish a Professional Services Agreement between ChannelMatter, Inc. and the MCCB to deploy and support a production system for Student Evaluation of Instruction (SEI) and Strategic Planning (SP) solutions. The maximum cost to set up SharePoint and deploy SP and SEI at the remaining eleven colleges will be \$710,000. The cost of one-year of support and maintenance will be an additional \$275,000 for a total of \$985,000. The contract will begin on the date it is signed by all parties and continue until December 1, 2013.

Attachment 6 is a letter from the Governor's Office relating to USDOE Desk Review of State Fiscal Stabilization Fund (SFSF) including a commendation for providing comprehensive guidance to sub-recipients of SFSF grants. This is for information purposes only and does not require approval.

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 Mr. Bobby Steinriede, the Board **voted unanimously** to approve the reimbursement for Chairman Hudspeth's travel to attend the Pearl River Leadership Group Graduation, November 29; the Governor's Workforce Conference, December 8; and the Mississippi Economic Conference at Mississippi State University, December 12.

OTHER BUSINESS

No other business.

EXECUTIVE SESSION

Mr. Hudspeth moved that the meeting be closed to determine the need for an executive session. The motion passed unanimously and the meeting was closed.

Following discussion, Mr. Perry moved that the Board go into executive session to discuss possible land acquisition by one of the community colleges. Mrs. Dickens seconded the motion. The motion passed unanimously.

The meeting was reopened to the public and the chairman stated that the board had voted to go into executive session to discuss possible land acquisition by one of the community colleges. The meeting was closed for the executive session.

Following the executive session discussion, the chairman reopened the meeting. There was no action taken during the executive session.

ADJOURNMENT

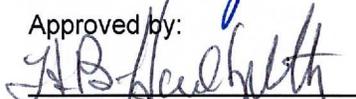
In a motion made by Mr. Ed Perry and seconded by Mrs Patricia Dickens, the MCCB Board voted unanimously to adjourn.

In the absence of any further business, the meeting was adjourned at 11:33 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mr. Bubba Hudspeth, Chairman


Dr. Eric Clark, Executive Director

Exhibits:

Workforce
Grants/CRC Report
Academic Affairs
Research and Planning
Technology
eLearning & Instructional Technology
Dr. West
Finance Report
Dr. Clark's Handouts & News Articles

Exhibit A
Exhibits B and C
Exhibits D, E1, E2 and E3
Exhibit F
No Exhibit
No Exhibit
No Exhibit
Separate Agenda