

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, January 18, 2013

The regular meeting of the Mississippi Community College Board (MCCB) was held at 9:00 a.m. on Friday, January 18, 2013, in Room 507 of the Education and Research Center, 3825 Ridgewood Road, Jackson, MS 39211.

Members present: Mrs. Patricia Dickens, Chair; Mr. Tom Gresham; Mr. John Pigott; Mr. Bobby Steinriede; Mr. Bubba Hudspeth; and Mr. Lee Bush. Mr. Duncan McKenzie and Mr. Chip Crane participated via conference call. *Members not present: Mrs. Cheryl Thurmond and Mr. Bruce Martin.*

MCCB Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Christian Pruett, Dr. Joan Haynes, Dr. Shawn Mackey, Mr. Kell Smith, Mr. Ray Smith, Mr. Raul Fletes, Mr. Kenneth Wheatley, and Mrs. Cynthia Jiles.

Guests in attendance: Dr. Casey Turnage, Director of P-20 Initiatives; Mr. Chuck Rubisoff, Office of the Attorney General; Ms. Claire Whittington, Director - College Savings Mississippi; Dr. Jason Pugh, MGCCC; and Ms. Sarah Welker, Mississippi Center for Economic Policy.

CALL TO ORDER

Chairman Patricia Dickens called the meeting to order at 9:00 a.m. and read the meeting notice for the February 15, 2013, MCCB Board Meeting.

MEETING NOTICE

The regular monthly meeting of the Mississippi Community College Board will be held at 9:00 a.m., Friday, February 15, 2013, in Room 507 of the Education and Research Center, 3825 Ridgewood Road, Jackson, MS 39211. This meeting may be conducted as a teleconference meeting.

PRELIMINARIES

Chairman Dickens welcomed all board members and visitors and asked Mr. Tom Gresham to provide the invocation.

Approval of December 20 and 21, 2012 Meeting Minutes

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the minutes of the December 20 and 21, 2012 MCCB board meetings.

Approval of the January 18, 2013 Agenda

In a motion made by Mr. Bobby Steinriede and seconded by Mr. John Pigott, the MCCB Board **voted unanimously** to approve the agenda for the January 18, 2013 MCCB board meeting.

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 MCCB has a hearing scheduled Wednesday, January 23, before the House Appropriations sub-committee in the House appropriations committee room.

Dr. Clark asked Mr. Kell Smith to report on the handouts distributed to the board members.

Mr. Smith reported that these documents were distributed to serve as aids in talking with members of the Legislature.

Dr. Clark continued his report as follows:

Dr. Clark reported that his attention remains focused on the Legislature, primarily on appropriations. Additionally, we are seeking bonds for the community colleges and the MCCB headquarters building.

Dr. Clark reported that EDNET is working to lease the remaining un-leased channels and this will hopefully generate money to facilitate the construction of the headquarters building. MCCB will continue to work to generate funds outside of the Legislature for this purpose.

Dr. Clark presented **Exhibit A1**, a request to approve the newly developed proposed vision, mission, and core values statement.

In a motion made by Mr. Tom Gresham and seconded by Mr. Bubba Hudspeth, the MCCB Board **voted unanimously** to approve the newly proposed vision, mission, and core values statement.

Dr. Clark presented **Exhibit A2**, a request to approve a new job description for the open position of Director of Monitoring.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the new job description for the position of Director of Monitoring.

Dr. Clark reported to the board that Dr. Johnny Allen, president of Northeast Mississippi CC, has invited the board to meet on his campus, and he asked the board to consider visiting that campus for the April or May 2013 board meeting.

Dr. Clark reported that the ETV board met recently and focused on two main items: **1.** EDNET and the current status of leasing un-leased channels and **2.** "Job Hunter": a series about various industrial jobs available in Mississippi. ETV is in the process of developing four more "Job Hunter" programs and would like for MCCB to advertise with these programs as we did with the football and basketball playoffs.

Dr. Clark reported that among the items on his calendar, on January 17, he spoke to the Rotary Club in Brookhaven and to a Student Voices group at Co-Lin in Wesson.

Dr. Clark reported that on Tuesday, January 22, the Presidents will meet and hold their monthly meeting and host the annual Legislative luncheon at Galloway United Methodist Church. That evening, the Governor will make his State of the State address at 5 p.m.

Dr. Clark reported that the agency will be closed Monday, January 21 in observance of Martin Luther King/Robert E. Lee Holiday.

Dr. Clark concluded his report.

Career and Technical Education Report

Dr. Shawn Mackey presented **Exhibit B1**, a request for early adoption of 30/45/60 semester credit hour Stackable Credential Options for Mississippi Gulf Coast Community College.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the request for early adoption of 30/45/60 semester credit hour Stackable Credential Options for Mississippi Gulf Coast Community College.

Dr. Mackey presented **Exhibit B2**, a new program request for Culinary Arts Technology for Copiah Lincoln CC.

In a motion made by Mr. John Pigott and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the new program request for Culinary Arts Technology for Copiah Lincoln CC.

Dr. Mackey presented **Exhibit B3**, a new program request for Health Information Technology for Copiah Lincoln CC.

In a motion made by Mr. Tom Gresham and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the new program request for Health Information Technology for Copiah Lincoln CC.

Grants and Related Activities Report

Exhibit C is the standard Career Readiness Certificate. This is for information only and does not require board approval.

Workforce Report

Exhibit D1 and D2 is the standard Workforce Budget Report and 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. Haynes presented **Exhibit E, Exhibit F, Exhibit G, and Exhibit H**, the summary report for the December 2012 meeting of the Commission on Proprietary School and College Registration, the CPSCR Docket, the Instructors' Report, and the Financial Report. These are for information only and do not require board approval.

Dr. Haynes concluded her report.

Technology Report

Mr. Ray Smith reported that he would like to commend Mr. Ive Burnett for developing the Electronic Audit Reporting System (eARS). He also thanked Dr. Debra West and Mr. Raul Fletes for their efforts in this process. Mr. Smith reported that the eARS system has saved MCCB at least \$456,000.00.

Mr. Smith concluded his report.

Research and Planning Report

Mr. Raul Fletes presented **Exhibit I**, screen shot of the eARS system as used by Mr. Fletes in the auditing process. This is for informational purposes only and does not require approval.

Mr. Fletes concluded his report.

Chairman Dickens recessed the meeting at 9:53 a.m. and reconvened the meeting at 10:13 a.m.

Mr. Duncan McKenzie left the meeting at 9:53 a.m.

Dr. Clark asked Mr. Kell Smith to report on MCCB logo golf shirts.

Mr. Smith asked the board members to submit their ordering information for the MCCB logo golf shirts.

eLearning and Instructional Technology Report

Dr. Christian Pruett reported that the MSVCC strategic plan has been completed.

Dr. Pruett reported that the integration to *Instructure's Canvas* will be smooth and will allow the colleges more flexibility with how they structure their files. System administrators will receive *Canvas* training in mid-February. Faculty training will begin training with MSVCC pre-conference as part of the Creating Future's Conference. MSVCC is on target to meet the launch deadline of June 2, 2013 to operate fully on this platform.

Dr. Pruett reported that using the *Canvas* platform represents a savings of \$1.7 million each year compared to the prior platforms of *Blackboard* and *Desire to Learn*.

Dr. Pruett concluded his report.

Programs and Accountability Report

Dr. West presented **Exhibit J**, a request to approve the job title change from Assistant Executive Director for Research and Planning to Assistant Executive Director for Research and Effectiveness.

In a motion made by Mr. Lee Bush and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the request change the job title from Assistant Executive Director for Research and Planning to Assistant Executive Director for Research and Effectiveness.

Dr. West presented **Exhibit K**, a report of Pell/Remedial Student Outcomes. This is for informational purposes only.

Dr. West presented **Exhibit L**, a report of Remediation by High School. This is for informational purposes only.

Dr. West concluded her report.

Deputy Executive Director Report, Finance and Administration

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

Attachment 1: the approval request for the General Fund Disbursement for February 2013 and March 2013 out of Fund 2298: January Disbursement, February 2013 - \$12,398,280.00, and March 2013 - \$12,398,280.00.

Attachment 2: the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,266,228.00 and Fund 4111 in the amount of \$82,111.00, totaling \$3,348,339.00 effective January 31, 2013.

In a motion made by Mr. Bruce Martin and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the request for:

Attachment 1: the approval request for the General Fund Disbursement for February 2013 and March 2013 out of Fund 2298: February 2013 - \$12,398,280.00, and March 2013 - \$12,398,280.00, and

Attachment 2: the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,266,228.00 and Fund 4111 in the amount of \$82,111.00, totaling \$3,348,339.00, effective January 31, 2013.

Attachment 3: the Financial Statements from:
General Fund 2291, 3000 Special Funds, and Fund 4111 as of December 31, 2012.
This is for informational purposes only and will not require approval.

Attachment 4: Purchasing Approvals over \$50,000.00:
Instructure, Inc. – agrees to host and maintain a web based Application Service Provider solution for a Learning Management System for the MSVCC in the amount of \$4,334,016.00.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve this request subject to final approval by MCCB staff and the attorney general's office of review for:

Attachment 4: Purchasing Approvals over \$50,000.00:
Instructure, Inc. – agrees to host and maintain a web based Application Service Provider solution for a Learning Management System for the MSVCC in the total amount of \$4,334,016.00.

Mrs. Gilbert concluded her report.

Travel Authorizations

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

There were no additional travel requests for approval.

OTHER BUSINESS

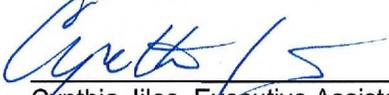
Effective January 1, 2013 the mileage rate increased from 0.555 to 0.565.

ADJOURNMENT

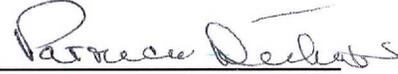
In the absence of any further business, the meeting was adjourned at 10:45 a.m.

MCCB Board Meeting Minutes
Friday, January 18, 2013

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mrs. Patricia Dickens, Chairman


Dr. Eric Clark, Executive Director

Exhibits:

Dr. Clark's Report
Career & Technical Education
CRC Report
Workforce Report and WetFund Report
Academic Affairs
Research and Planning
Technology
eLearning & Instructional Technology
Dr. West
Finance Report
Dr. Clark's Handouts & News Articles

Exhibits A1, and A2
Exhibits B1, B2, and B3
Exhibit C
Exhibits D1 and D2
Exhibits E, F, G, and H
Exhibit I
No Exhibit
No Exhibit
Exhibits J, K, and L
Separate Agenda