

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, July 12, 2013

The regular meeting of the Mississippi Community College Board was held at 9:00 a.m. on Friday, July 12, 2013, at the Beau Rivage, Magnolia E Conference Room in Biloxi, Mississippi.

Members present: Mr. Bruce Martin, Vice-Chair; Mr. Bubba Hudspeth; Mr. Lee Bush; Mrs. Cheryl Thurmond, Mrs. Sue Stedman, and Mrs. Dolly Marascalco. Mr. John Pigott participated via conference call. *Members not present:* Mr. Chip Crane and Mr. Tom Gresham.

MCCB Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Shawn Mackey, Mr. Ray Smith, Dr. Joan Haynes, Mr. Raul Fletes, Mr. Kell Smith, Mrs. Cynthia Jiles, and Mrs. Shana Hansen participated via conference call.

Guests in attendance: Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Mary Graham, President of MS Gulf Coast CC; Mr. Nolan O'Reilly, Trustee for Holmes CC; Mr. Dennis Hawkins, Trustee for Coahoma CC; Dr. Larry Nabors, President of MS Delta CC; Mr. Jack Ramsey, Chairman of the Board of Northeast MS CC; and Dr. Johnny Allen, President of Northeast MS CC.

CALL TO ORDER

Vice-Chairman Martin called the meeting to order at 9:00 a.m. and read the meeting notice for the August 16, 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, August 16, at the Mississippi Community College Board, 3825 Ridgewood Road, Room 507 of the Education and Research Center in Jackson, Mississippi. This meeting may be conducted as a teleconference meeting.

PRELIMINARIES

Vice-Chairman Martin welcomed all board members and visitors and then asked Mr. Bubba Hudspeth to provide the Invocation.

Approval of June 20 and 21, 2013 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 June 20 and 21, 2013, MCCB Board meetings.

Approval of Agenda

In a motion made by Mr. Lee Bush and seconded by Mr. Bubba Hudspeth, the MCCB Board **voted unanimously** to approve the amended agenda to reflect that the meeting was being held in the Magnolia E conference room.

REPORTS/ACTIONS

Oath of Office

Mrs. Shana Hansen administered the oath of office to Mrs. Dolly Marascalco and Mrs. Sue Stedman via teleconference.

Executive Director's Report

Dr. Eric Clark began his report by welcoming all board members and guests to the board meeting.

Dr. Clark reported that Mr. Duncan McKenzie has resigned from his position on the MCCB board. Dr. Clark forwarded Mr. McKenzie's resignation letter to the Governor's office.

Dr. Clark introduced Dr. William Lewis, Chairman of the MACJC; and he spoke briefly to the Board about progress made by our colleges and challenges that our system faces.

Dr. Clark continued his report as follows:

Dr. Clark reported to the Board that we have several job openings. Seven people were interviewed by committee for the Assistant Executive Director for eLearning and Instructional Technology position. Dr. Clark has interviewed three of those, and he will announce that job hire next week.

Dr. Clark reported that interviews are scheduled to begin Monday, July 15 to fill the five new curriculum and instruction positions, beginning with the director.

Dr. Clark reported that MCCB will hire a contract employee to coordinate the TAACCCT grant.

Dr. Clark reported that Mr. Kenneth Wheatley, the Director of Resource Development, has recently submitted a \$21 million dollar federal health care training grant application on behalf of 14 our community colleges. Because of prior commitments, Itawamba Community College is not participating but did provide a letter of support. If awarded, Co-Lin CC will be the lead agency for this project.

Dr. Clark reported that EDNET will soon release checks in the amount of \$208,000.00, monies from current leases, to each of the participating agencies: MCCB, MDE, MPB, and IHL.

Dr. Clark reported that among the items on his calendar, on June 23, he spoke at the opening dinner to the MCCLA Leadership Academy at Hinds CC in Raymond; on June 24, he met with Brent Christensen to discuss better cooperation between Mississippi Development Association and MCCB. Dr. Clark has attend several State Longitudinal Data System meetings, most recently July 8 at the MS Manufactures Assn. headquarters building.

Dr. Clark reported that on July 25, he will speak to the Mississippi Retired Professional Employees Association (MRPEA); and on August 6, he will attend the annual Postsecondary Career and Technical Education Summer Conference at the Clyde Muse Center in Rankin.

Dr. Clark reported that new board member orientation will be held August 16 after the regularly scheduled board meeting.

Dr. Clark reported to the board that beginning in August; the board will no longer meet on Thursday nights unless called by the Chairman.

Dr. Clark concluded his report.

Grants and Related Activities Report

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

Workforce Report

Exhibit B1 and B2 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. Joan Haynes presented **Exhibit C, Exhibit D, Exhibit E, and Exhibit F**, the summary report for the June 2013 meeting of the Commission on Proprietary School and College Registration. This is for information only and does not require board approval.

Dr. Haynes concluded her report.

Technology Report

Mr. Ray Smith reported to the Board an update on the progress of the redundant data center. He now has firm dates on the installation of the circuits and delivery of equipment for the center. The technology division is working to finalize equipment purchases to complete this process.

Research and Planning Report

Mr. Raul Fletes presented **Exhibit G1 and G2**, snap shots of the eARS summer 2012 completed Audit Cycle Dashboard. Mr. Fletes reported that the system is working as expected and increases efficiency in the audits.

Mr. Fletes reported that the Summer Data Conference, held on June 6 and 7, targeted residency and attendance issues with the data uploads for college enrollment and attendance audits. This year's attendees marked the largest conference attendance thus far.

Deputy Executive Director Report, Programs and Accountability

Dr. Debra West presented **Exhibit H**, a request for approval of four new off-campus sites at Copiah-Lincoln CC.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Lee Bush, the Board **voted unanimously** to approve the four new off-campus sites at Copiah-Lincoln CC.

Dr. Debra 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 August 2013 General Fund Disbursements out of Fund 2298 in the amount of \$9,634,636.00.

In a motion made by Mr. Lee Bush and seconded by Mrs. Cheryl Thurmond, the MCCB Board **voted unanimously** to approve the August 2013 General Fund Disbursements out of Fund 2298

in the amount of \$9,634,636.00.

Attachment 2 is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,251,455.00, and Fund 4110 in the amount of \$82,112.00, totaling \$3,333,567.00, effective July 31, 2013.

In a motion made by Mr. Lee Bush and seconded by Mr. Bubba Hudspeth, the MCCB Board **voted unanimously** to approve the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,251,455.00, and Fund 4110 in the amount of \$82,112.00, totaling \$3,333,567.00, effective July 31, 2013.

Attachment 3 is the approval request for Construction and/or Repair and Renovation Projects from the Capital Expense Fund – July 2013 Disbursement (FY 14) Fund 3290 in the amount of \$3,022,620.00.

In a motion made by Mr. Lee Bush and seconded by Mrs. Cheryl Thurmond, the MCCB Board **voted unanimously** to approve the request for Construction and/or Repair and Renovation Projects from the Capital Expense Fund – July 2013 Disbursement (FY 14) Fund 3290 in the amount of \$3,022,620.00.

Attachment 4 is the Financial Statement for Funds 2291, Fund 4111, and Special Funds as of June 30, 2013 (FY 2013). This is for informational purposes only and does not require approval.

Attachments 5 is the five-year Capital Improvement Plans FY 2015 - FY2019.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the five-year Capital Improvement Plans FY 2015 - FY 2019.

Attachment 6 are requests for the Purchasing Approvals.

A. Venture Technologies- Network switches and firewall as part of the network redundancy project:

a. Nexus 5548 Layer 3 Switch	\$ 52,967.50
b. Nexus 2248 Switch	6,945.00
c. ASA 5548 Firewall	<u>59,963.50</u>
Total	\$119,876.00

B. NetTutor – Online tutoring for MSVCC students that can be customized by the individual college to address the academic scaffolding needs for a specific college academic area. NetTutor is a Sole-Source Provider of comprehensive, online 24/7 academic tutoring and support services, inclusive of a writing center and highly customizable “Rules of Engagement.” The 3-year agreement totals \$195,000.00 (\$65,000.00) per year). Transitioning from the current tutoring provider to NetTutor will produce a yearly savings of approximately \$69,460.00 and a total three-year savings of \$208,400.00.

In a motion made by Mr. Lee Bush and seconded by Mrs. Dolly Marascalco, the MCCB Board **voted unanimously** to approve the Purchasing Approval requests for Venture Technologies and NetTutor.

Mrs. Gilbert concluded her report.

Travel Authorizations

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

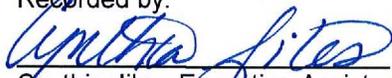
There were no travels requests presented for authorization.

OTHER BUSINESS

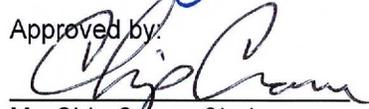
ADJOURNMENT

In the absence of any further business, the meeting was adjourned at 10:23 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mr. Chip Crane, Chairman


Dr. Eric Clark, Executive Director

Exhibits:

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

Exhibit A
Exhibits B1 and B2
Exhibits C, D, E, F
Exhibits G1 and G2
No Exhibit
No Exhibit
Exhibits H
Separate Agenda