

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, October 18, 2013

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

Members present: Mr. Bruce Martin, Vice-Chairman; Mr. Bubba Hudspeth; Mr. Lee Bush; Mrs. Cheryl Thurmond, Mr. John Pigott, Mr. Tom Gresham, Mr. Todd Hairston, Mrs. Sue Stedman, and Mrs. Dolly Marascalco. Mr. Chip Crane, Chairman participated via conference call.

MCCB Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Mr. Ray Smith, Dr. Joan Haynes, Mr. Raul Fletes, Mr. Kell Smith, Mrs. Audra Kimble, and Mrs. Cynthia Jiles.

Guests in attendance: Mr. Chuck Rubisoff, Office of the Attorney General; Ms. Claire Whittington, College Savings Board.

CALL TO ORDER

Chairman Martin called the meeting to order at 9:00 a.m. and read the meeting notice for the November 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, November 15, 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

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

Approval of September 20, 2013 Meeting Minutes

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Tom Gresham, the MCCB Board **voted unanimously** to approve the minutes of the September 20, 2013, MCCB Board meeting.

Approval of Agenda

In a motion made by Mr. Lee Bush and seconded by Mr. John Pigott, the MCCB Board **voted unanimously** to approve the October agenda.

REPORTS/ACTIONS

Executive Director's Report

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

Dr. Clark introduced the new Director of Career and Technical Education, Ms. Kathy Elliott.

MCCB Board Meeting Minutes
Friday, October 18, 2013

Dr. Clark reported that MCCB has policy changes for Board approval. Dr. Clark presented **Exhibit A**, a request for Board approval for an amendment to Board Policy 13.1 – Code of Ethics.

In a motion made by Mr. Lee Bush and seconded by Mrs. Cheryl Thurmond, the MCCB Board **voted unanimously** to approve an amendment to Board Policy 13.1 – Code of Ethics.

Dr. Clark presented **Exhibit B**, a request for Board approval of new Board Policy 2.9 – Nepotism.

In a motion made by Mr. John Pigott and seconded by Mrs. Tom Gresham, the MCCB Board **voted unanimously** to approve new Board Policy 2.9 – Nepotism.

Dr. Clark reported on **Exhibit C**, a request for Board approval of the job description for Technical Specialist for Curriculum and Instruction.

Dr. Clark asked Dr. Debra West to present **Exhibit C**.

In a motion made by Mrs. Sue Stedman and seconded by Mr. Tom Gresham, the MCCB Board **voted unanimously** to approve the amended job description for Technical Specialist for Curriculum and Instruction.

Dr. Clark continued his report as follows:

Dr. Clark asked the Board if they would like to send a letter of congratulations to former MCCB board member, Mr. Max Huey and his wife, Carolyn, in recognition for being named Alumni-of-the-Year for East Central CC. The Board members agreed, and Dr. Clark said that it would be done.

Dr. Clark presented the July 15, 2013, letter from Senator John Polk that clarified comments made regarding time to degree completion for a community college transfer student to a four-year institution.

Dr. Clark reported that within the next two months, MCCB should get a clearer picture of our upcoming budget recommendations. The Governor's executive budget recommendations are due November 15 and the Legislative Budget Committee's recommendations (LBR) are due by December 3.

Dr. Clark reported that among the items on his calendar are the following: on September 26, he attended the Senator Thad Cochran luncheon hosted by the Mississippi Council on Economic Education; on October 3, he spoke to the Community College Foundation Leadership Academy at Copiah Lincoln CC; on October 9, he met in Ellisville with Dr. Jessie Smith at Jones County Jr. College; on October 10, he attended the inauguration of Dr. Valmadge Towner as president of Coahoma CC; on October 16, he met with Constance Payne, Legislative Assistant to Senator Thad Cochran; and on October 17, the agency participated in the MEMA-sponsored Great Central U.S "Shakeout" Earthquake Drill.

Dr. Clark reported that, on October 20-22, he plans to attend the Mississippi Association of Colleges (MAC) conference hosted by Hinds Community College in Raymond, including taking part in a panel discussion with Dr. Hank Bounds, Commissioner of Higher Education, and Dr. Lynn House, Interim State Superintendent of Education; on October 24, he will attend the EDNET meeting and later that day the Education Achievement Council meeting; on October 29, he will attend the Governor's Annual Workforce Conference at the Jackson Convention Center, and present the 2013 George F. Walker Workforce Training Award; on October 31, he will attend MEC's HOBNOB; on November 1, he will attend the inauguration of President William LaForge of Delta State University; on November 8, he will attend the Hinds CC legislative luncheon; and on November 14, he will attend the Itawamba CC legislative luncheon and East Central CC's legislative dinner.

Dr. Clark reported that the agency will close November 11 in observance of Veteran's Day.

Dr. Clark reported that Mrs. Dolly Marascalco has invited the MCCB Board and all staff members to attend her Christmas party on December 7.

After consulting with Mr. Todd Hairston, Dr. Clark stated that MCCB will hold New Board Orientation after the monthly board meeting January 17, 2014.

Dr. Clark concluded his report.

Career and Technical Education and Workforce Training Report

Dr. Debra West presented in the absence of Dr. Shawn Mackey. Dr. West presented **Exhibit D**, the standard Career Readiness Certificate chart. This is for information only and does not require Board approval.

Exhibit E is the Workforce Budget Report. This is for information only and does not require Board approval.

Exhibits F1 and F2 are the standard WET Fund Revenue Reports comparison FY13-14. This is for information only and does not require Board approval.

Dr. West concluded the CTE/Workforce report.

Technology Report

Mr. Ray Smith reported on the new security software. Last week, he met with staff to determine data needs, data issues, and what data should be protected. They have sketched a preliminary design for the security process of this system. The expectations for this system are to require the staff to access the system through a two-part process that will involve second step clearance to access protected information.

Mr. Smith concluded his report.

eLearning & Instructional Technology Report

Ms. Audra Kimble reported that the eLearning coordinators held the annual MSVCC boot camp in Biloxi on September 25-27. They were successful in developing a strategic plan for eLearning focused on retention strategies and completion rates.

Ms. Kimble concluded her report.

Research and Planning Report

Mr. Raul Fletes reported that the spring 2013 audit uploads are in progress. Six colleges have completed uploads and of that number, two have been audited.

Mr. Fletes concluded his report.

Programs and Accountability

Dr. Debra West presented **Exhibit G**, an update to Board Policy 9.2 (page 4) for Board approval for public review and comment, as required by the state Administrative Procedures Act (APA). The revisions would accomplish the following:

1. It would allow the MCCB to reimburse colleges for students enrolled in dual enrollment ABE/GED and technical skills training classes. This is known as the "I-Best" model and it is currently being implemented by Copiah-Lincoln, Meridian, MS Delta, Northeast, and Pearl River Community Colleges, as part of the Louisiana-Mississippi TAACCCT Grant Consortium project. It is also considered a best-practice in drop-out-recovery, so this revision would clear the way for this program to continue and, in fact, be scaled up to the other fifteen colleges.
2. It would align board policy with state statute for dual credit/dual enrollment, stipulating in policy that dual credit/dual enrollment high school students are included in reimbursement. Our current reimbursement practice is not reflected in the language of the existing policy.
3. Finally, it would provide a career pathway for a career certificate completer to continue into a technical certificate or associate degree program. Current policy language makes no provision for the MCCB to reimburse colleges for career certificate completers who continue to advance along the educational pipeline.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Tom Gresham, the MCCB Board voted unanimously to approve the request to submit Board Policy 9.2 (page 4) for public review and comment, as required by APA.

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 November 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 October 31, 2013.

In a motion made by Mr. Bubba Hudspeth and seconded by Mrs. Cheryl Thurmond, the MCCB Board **voted unanimously** to approve attachments **1 and 2**:

Attachment 1, the approval request for the November 2013 General Fund Disbursements out of Fund 4080 in the amount of \$9,634,636.00; and

Attachment 2, 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 October 31, 2013.

Next, Mrs. Gilbert reported on:

Attachment 3: Financial Statements:

- (A) are the Financial Statements for Funds 2291, Fund 4111, and Special Funds as of September 30, 2013 (FY 2014).

This is for informational purposes only and does not require approval.

Attachments 4: End of the Year (FY 2013) Reports

- (A) Average Full-Time Faculty Salaries
- (B) County Tax Support – FY 2013

This is for informational purposes only and does not require approval.

Mrs. Gilbert concluded her report.

Travel Authorizations

There were no requests for travel authorizations.

OTHER BUSINESS

Mr. Bubba Hudspeth asked that the board members give \$10.00 each to the agency flower fund. Mr. Hudspeth also asked that name plates be ordered for each of the staff members who regularly attend the board meetings. Mrs. Dolly Marascalco announced to the Board that Holmes CC will receive a million dollar endowment for the Nursing Program at 10:00 a.m. on Friday, October 25, 2013.

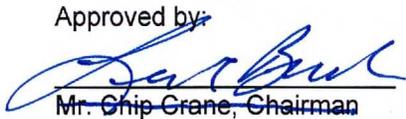
ADJOURNMENT

In the absence of any further business, the meeting was adjourned at 10:13 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mr. Chip Crane, Chairman


Dr. Eric Clark, Executive Director

Mr. Lee Bush, Acting Chairman 10/18/13

Exhibits:

Executive Director _ Board Policy 13.1, 2.9, and Job Description	Exhibit A, B, and C
Grants/CRC Report	Exhibit D
Workforce	Exhibit E
WETFUND Report	Exhibits F1 and F2
Research and Planning	No Exhibit
Technology	No Exhibit
eLearning & Instructional Technology	No Exhibit
Programs and Accountability _ Board Policy 9.2	Exhibit G
Finance Report	Separate Agenda
Dr. Clark's Handouts & News Articles	