

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, December 13, 2013

The regular meeting of the Mississippi Community College Board was held at 9:00 a.m. on Friday, December 13, 2013, 3825 Ridgewood Road, Room 507 of the Education and Research Center in Jackson, Mississippi.

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

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

Guests in attendance: Mr. Chuck Rubisoff, Office of the Attorney General; and Mr. Dee Polk, Mississippi Economic Policy Center.

CALL TO ORDER

Chairman Martin called the meeting to order at 9:03 a.m. and read the meeting notice for the January 17, 2014, MCCB board meeting.

MEETING NOTICE

The regular monthly meeting of the Mississippi Community College Board will be held at 9:00 a.m., Friday, January 17, 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.

Mrs. Sue Stedman entered the meeting at 9:07 a.m.

PRELIMINARIES

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

Approval of November 15, 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 November 15, 2013, MCCB Board meeting.

Approval of Agenda

In a motion made by Mr. Tom Gresham and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the December 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 requested approval to submit to DFA approval for the site that was selected and the survey that was conducted on the MCCB property; these are steps to finalize the paperwork for the MCCB land survey and Department of Finance and Administration (DFA) land deed transfer.

In a motion by Mr. Bubba Hudspeth and seconded by Mrs. Dolly Marascalco, the MCCB Board **voted unanimously** to approve the site and the filing of the survey and the Board authorized the staff to transmit the documents to the Department of Finance and Administration and make the necessary filings related to this process.

Dr. Clark presented and requested approval to adopt resolutions honoring three winning football and soccer teams: 2013 East Mississippi Community College Football Lions, 2013 Pearl River Community College men's soccer team, and 2013 Jones County Junior College women's soccer team.

In a motion by Mr. Tom Gresham and seconded by Mrs. Sue Stedman, the MCCB Board **voted unanimously** to adopt the resolutions honoring: 2013 East Mississippi Community College Football Lions, 2013 Pearl River Community College men's soccer team, and 2013 Jones County Junior College women's soccer team.

Dr. Clark requested approval of the MCCB board to appoint Mr. Bob Walker as the MCCB appointee to the Mississippi Post-Secondary Education Financial Aid Assistance Board.

In a motion by Mrs. Cheryl Thurmond and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to appoint Mr. Bob Walker as the MCCB appointee to the Mississippi Post-Secondary Education Financial Aid Assistance Board.

Dr. Clark reported that the Legislative Budget Committee's recommendations (LBR) were released December 3. The LBR proposed an increase of \$8 million to the community college's support budget. We received \$5 million for the current year and are asking for \$14 million next year for repair and renovation.

The Governor's Executive Budget Recommendations proposed 8 million dollars in new money for the community colleges with a total of 14 million in "roof" money and level funding for MCCB's budget.

Dr. Clark reported that on January 2, the MCCB will have a new employee: Ms. Betina Brandon, Training and Development Specialist for the Curriculum and Instruction division.

Dr. Clark reported that there are two more positions to be filled.

Dr. Clark reported that MCCB has been working on two major projects: (1) developmental education and (2) creating a mechanism/formula by which the community colleges can transition to increased on-line courses with varying start dates.

Dr. Clark reported on **Exhibit I**, a chart devised to show the number of home-school students now attending Mississippi community colleges.

Dr. Clark reported that among the items on his calendar are the following: November 18, he attended a meeting, hosted by Dr. Glenn Boyce, to define productivity and how we measure success which is a focal point of the Legislature and the Governor; on November 22, he attended a meeting in Hattiesburg, hosted by Dr. William Lewis, to further discuss productivity funding with Representative Toby Barker; on December 2, he met with Dr. William Lewis and Dr. Hank Bounds to talk about formulating a more applicable practical benefit curriculum for degree completion for people who don't need college algebra; on December 10, he met with Senator

John Polk to talk about reforms in remedial education; and on December 11, he met with the State Workforce Investment Board (SWIB) and gave a presentation on the WET fund.

Dr. Clark reported that he along with several staff members attended Mrs. Dolly Marascalco's Christmas party on December 7.

Dr. Clark reported discussions in the College Savings Board on what to do about future shortfalls in the MPACT college tuition program.

Dr. Clark reported that the agency will close December 24 and 25 in observance of Christmas. Dr. Clark also reported that the agency will close January 1 in observance of New Year's Day.

Dr. Clark reported that the Legislature will convene January 7, 2014 at noon and the annual MEC Capital Day is Wednesday, January 8, 2014.

Dr. Clark reported that a thank you letter will be sent to Dr. Jessie Smith, president of Jones County Junior College in recognition of the poinsettias that were sent to MCCB for the holidays.

Dr. Clark concluded his report.

Career and Technical Education and Workforce Training Report

Dr. Shawn Mackey presented **Exhibit E1**, a new location request from Jones County Junior College to offer the Health Care Assistant program at the Wayne County Center.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the new location request from Jones County Junior College to offer the Health Care Assistant program at the Wayne County Center.

Exhibit E2 is a request from Holmes Community College to approve the 30/45/60 SCH Stackable Credentials and offer a career certificate, technical certificate, and AAS Degree for the Drafting and Design Technology program

In a motion made by Mr. Lee Bush and seconded by Mrs. Sue Stedman, the MCCB Board **voted unanimously** to approve the 30/45/60 SCH Stackable Credentials and offer a career certificate, technical certificate, and AAS Degree for the Drafting and Design Technology program at Holmes Community College.

Exhibit E3 is a new location request from Holmes Community College to offer the Surgical Technology program at the Ridgeland Campus.

In a motion made by Mrs. Cheryl Thurmond and seconded by Mr. Bubba Hudspeth, the MCCB Board **voted unanimously** to approve the new location request from Holmes Community College to offer the Surgical Technology program at the Ridgeland Campus.

Exhibit E4 and E5 are new location requests from Mississippi Gulf Coast Community College. **E4** is a request to offer the Automotive Collision Repair Technology program at the Jefferson Davis location and **E5** is a request to offer the Automotive Repair Technology program at the Jefferson Davis location.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Tom Gresham, the MCCB Board **voted unanimously** to approve the new location requests from Mississippi Gulf Coast Community College to offer the Automotive Collision Repair Technology program and the Automotive Repair Technology program at the Jefferson Davis location.

Exhibit F1 is the Workforce Budget Report. This is for information only and does not require

Board approval.

Exhibits F2 is the standard WET Fund Revenue Report. This is for information only and does not require Board approval.

Exhibit G is the standard Career Readiness Certificate chart. This is for information only and does not require Board approval.

Dr. Mackey concluded his report.

Academic Affairs Report

Dr. Joan Haynes reported on developmental education changes agreed to at the November 2013 MACJC meeting. (**Handouts**) This is for information only and do not require board approval.

Dr. Haynes concluded her report.

Technology Report

Mr. Ray Smith reported that the Technology division is working through the first phase of construction to enlarge the data center. The goal is to have the redundancy project fully implemented by mid-to-late 2014.

Mr. Smith concluded his report.

eLearning and Instructional Technology Report

Ms. Audra Kimble reported that there are a little more than 30,000 students taking approximately 60,000 MSVCC courses. There are 1,400 instructors with an average course size of 21 students. There were no major problems reported with the utilization of CANVAS.

Ms. Kimble reported that several colleges are interested in offering an increased number of smaller course terms. This will give them an opportunity to better compete with the for-profit institutions. An increased number of smaller course terms would require major policy changes, an agreed-to calendar, and an enrollment tool system that can manage those varying course starts. We currently offer seven start times; the goal is to offer as many as wanted. Ms. Kimble will propose seventeen starts for the initial tests in spring 2015.

Ms. Audra Kimble concluded her report.

Research and Planning Report

Mr. Raul Fletes reported that spring 2013 data uploads are complete. The upgrades made to the new audit system have allowed the data uploads from the colleges to be faster, more accurate, and more flexible. The goal is to have 2013 audits complete by the week of January 15, 2013.

Mr. Fletes concluded his report.

Programs and Accountability Report

Dr. Debra West presented **Exhibit H**, the request for final approval of board policy 9.2 – Standards for Quality and Accountability.

In a motion made by Mrs. Cheryl Thurmond and seconded by Mr. Tom Gresham, the MCCB Board **voted unanimously** to approve of board policy 9.2 – Standards for Quality and Accountability.

Deputy Executive Director Report, Finance and Administration

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

Attachment 1 is the approval request for the January 2014 General Fund Disbursements out of Fund 2298 in the amount of \$25,877,749.00.

In a motion made by Mr. Tom Gresham and seconded by Mrs. Sue Stedman, the MCCB Board **voted unanimously** to approve the January 2014 General Fund Disbursements out of Fund 2298 in the amount of \$25,877,749.00.

Next, Mrs. Gilbert reported on:

Attachment 2 is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,251,456.00, and Fund 4110 in the amount of \$82,111.00, totaling \$3,333,567.00, effective December 31, 2013.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,251,456.00, and Fund 4110 in the amount of \$82,111.00, totaling \$3,333,567.00, effective December 31, 2013.

Next, Mrs. Gilbert reported on:

Attachment 3: Financial Statements:

(A) are the Financial Statements for Funds 2291, Fund 4111, and 3000 Special Funds as of November 30, 2013.

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

Next, Mrs. Gilbert reported on:

Attachment 4: Joint Legislative Budget Committee Recommendations for FY 2015.

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

Next, Mrs. Gilbert reported on:

Attachment 5 is the approval request for the Indirect Cost Proposal – For the Fiscal Year ended June 30, 2015 (Based on FY 2013 Actual Expenditures). Our request is for approval of a 6.24% three-year Pre-Determined Rate to be applied to Direct Costs. The U.S. Department of Education is our cognizant agency who will negotiate and approve our new rate.

In a motion made by Mrs. Dolly Marascalco and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the request for the Indirect Cost Proposal – For the Fiscal Year ended June 30, 2015 (Based on FY 2013 Actual Expenditures), and the request for the 6.24% three-year Pre-Determined Rate to be applied to Direct Costs. The U.S. Department of Education is our cognizant agency who will negotiate and approve our new rate.

Mrs. Gilbert concluded her report.

Travel Authorizations

In a motion made by Mr. Tom Gresham and seconded by Mrs. Sue Stedman, the MCCB Board voted unanimously to approve MCCB board member travel to attend the Mississippi Economic Council Capitol Day on January 8, 2014.

OTHER BUSINESS

No additional business.

ADJOURNMENT

In a motion by Mr. Bubba Hudspeth and in the absence of any further business, the meeting was adjourned at 10:39 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mr. Chip Crane, Chairman


Dr. Eric Clark, Executive Director

Exhibits:

Land Survey and Land Transfer Request
EMCC Resolution
Pearl River Resolution
Jones Resolution
CTE

Workforce and WET Fund Reports
CRC Report
Academic Affairs
Research and Planning
Technology
eLearning & Instructional Technology
Programs and Accountability _ Board Policy 9.2
Finance Report
Dr. Clark's Handouts & News Articles

Exhibit A
Exhibit B
Exhibit C
Exhibit D
Exhibit E1, E2, E3, E4,
and E5
Exhibit F1 and F2
Exhibit G
Handouts
Exhibit I
No Exhibit
No Exhibit
Exhibit H
Separate Agenda