MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, February 20, 2015

The regular meeting of the Mississippi Community College Board was held at 9:00 a.m. on Friday, February 20, 2015, at the Mississippi Community College Board, 3825 Ridgewood Road, Room 507 of the Education and Research Center in Jackson, Mississippi.

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

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

Guests in attendance: Mrs. Patricia Dickens, Former Board Member; Mr. Blake Wilson, MEC President; Mr. Kirby Arinder, Office of the State Auditor; Mr. Mason Frantom, Office of the State Auditor; Mrs. Samantha Atkinson, Office of the State Auditor; Mr. Jeff Amy, Associated Press; Ms. Hannah Robinson, Office of the State Treasurer; Mr. Dee Polk, Center for Economic Policy; and Mr. Chuck Rubisoff, Office of the Attorney General.

CALL TO ORDER

Vice-Chairman Gresham called the meeting to order at 9:00 a.m. and read the meeting notice for the March 20, 2015, MCCB board meeting.

MEETING NOTICE

The next monthly Board Meeting will be held on Friday, March 20, 2015, at 9:00 a.m. in Room 507 of the Education & Research Building, located at 3825 Ridgewood Road, Jackson. This meeting may be conducted as a teleconference meeting.

PRELIMINARIES

Vice-Chairman Gresham welcomed all board members and visitors and then asked Mr. Todd Hairston to provide the invocation.

Approval of January 16, 2015 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 January 16, 2015.

Approval of the February 20, 2015 Agenda

In a motion made by Mrs. Cheryl Thurmond and seconded by Mr. John Pigott, the MCCB Board **voted unanimously** to approve the February 20, 2015 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 presented **Exhibit A1,** an approval request of settlement documents for the MCCB EDNET leases, which are expected to provide MCCB more than $2.5 million over the life of the leases.

In a motion made by Mr. Lee Bush and seconded by Mrs. Dolly Marascalco, the MCCB Board **voted unanimously** to approve the Educational Broadband Service Long-Term *DE FACTO* Transfer Lease Agreement, the First Amendment, and any related documents.

Dr. Clark presented **Exhibit A2**, a request to change the term "GED" to "high school equivalency diploma" in policies 5.2, 5.3, 5.8, 9.2, 9.11, 9.12, and 9.14.2. Job descriptions for 5.9, 5.19, 5.20, and 5.29 will also be updated. These changes came about as a result of HB 426 form the 2014 legislative session which changed all references of "GED " to "high school equivalency diploma" in state statute.

In a motion made by Mr. Todd Hairston and seconded by Mrs. Cheryl Thurmond, the MCCB Board **voted unanimously** to to change the term "GED" to "high school equivalency diploma" in policies 5.2, 5.3, 5.8, 9.2, 9.11, 9.12, and 9.14.2. Job descriptions for 5.9, 5.19, 5.20, and 5.29 will also be updated.

Dr. Clark reported on the upcoming Legislative deadlines and provided updates on: SB 2127, the veterans' in-state tuition bill; HB 911 and SB 2457, the $50 million workforce training bill; the state authorization reciprocity agreement (SARA); the Mississippi Works Scholarships career-tech pilot program, and reported that the Mississippi House of Representatives has passed a bond bill that would give the community colleges $25 million.

Dr. Clark provided an update on the WET Fund audit from the Office of the State Auditor and called on staff from the Auditor's office, in attendance, for comments.

Mr. Kirby Arinder, Office of the State Auditor, reported that the process is progressing without notable findings and that MCCB is working with the Office of the State Auditor in an open, transparent, and willing manner.

Dr. Clark continued as follows:

Dr. Clark reported that on February 5, he attended the Education Achievement Council meeting; on February 12, he attended the Jackson State University Scholar-in-Residence Program featuring Governor Haley Barbour. Governor Barbour's topic was Hurricane Katrina, and the University Press of MS is scheduled to publish his book on Katrina this summer. On February 17, Dr. Clark attended the SWIB board meeting and the HEADWAE luncheon.

Dr. Clark also reported that he has been invited to be the graduation speaker for Mississippi College on May 9.

Dr. Clark concluded his report.

Mississippi Economic Council Report

Mr. Blake Wilson, President of MEC, provided a report on the Governor's $50 million Workforce Training Bill, and thanked MCCB and the community college presidents for their active role in improving the bill.

Mr. Wilson concluded his report.

MACJC Report

Dr. Johnny Allen provided an appropriations update, the push towards Mid-Level Funding, and the effects that the passage of MAEP will have on the community college budget and workforce training.

Dr. Allen concluded his report.

Chairman Gresham recessed the meeting at 10:00 a.m. and reconvened the meeting at 10:05 a.m.

Career and Technical Education and Workforce Training Report

Dr. Shawn Mackey presented **Exhibit B1,** a request for final approval of the 2014 Curricula Revisions for implementation.

In a motion made by Mr. John Pigott and seconded by Mrs. Cheryl Thurmond, the MCCB Board **voted unanimously** to grant final approval of the 2014 Curricula Revisions.

Exhibit B2 is a request to submit 2015 Curricula Revisions for APA approval.

In a motion made by Mrs. Sue Stedman and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve submitting the 2015 Curricula for APA approval.

Exhibit C is a program termination request for Business and Office Technology at East Mississippi Community College. This is for information only and does not require Board approval.

Exhibit D is the Career Readiness Certificate report. This is for information only and does not require Board approval.

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

Exhibit F is the standard 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 **Exhibits G1-G4:** the summary report for the December 2014 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 on and invited the Board to the 2015 Creating Futures Conference scheduled for March 4-6, 2015 in Biloxi, MS.

Mr. Smith concluded his report.

Research and Planning Report

Mr. Raul Fletes reported that MCCB is current with data audits. The staff is now working on fall 2014.

Mr. Fletes reported that MCCB will host a Summer Data Conference from June 5-6. This conference reinforces the data requirements and guidelines on residency and attendance and updates the colleges on any changes that will affect the audits.

Mr. Fletes concluded his report.

Programs and Accountability Report

Dr. Debra West reported on what is currently a nationwide effort towards competency based education programs. These programs are designed to decrease seat-time and allow students to transition through sequences of remedial courses at their own pace as they demonstrate competency. Dr. West reported that financial aid laws have changed to permit colleges to implement these programs. Mississippi has three colleges participating in competency based education programs: Hinds, Meridian, and Pearl River Community College, however, our current audit policies limit those programs. This is for informational purposes only and does not require approval.

Dr. West concluded her report.

Deputy Executive Director Report, Finance and Administration

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

Attachment 1: General Fund 2298 Disbursements – March 2015

Fund 2298 in the amount of $13,495,440.00 and,

Next, Mrs. Gilbert reported on:

Attachment 2 Education Enhancement Fund – February 28, 2015

Fund 4080 in the amount of $3,440,114.00
Fund 4110 in the amount of $ 82,113.00
Total: $3,522,227.00.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Todd Hairston, the MCCB Board **voted unanimously** to approve **Attachment 1,** the General Fund Disbursements out of Fund 2298, in the amount of $13,495,440.00 and, **Attachment 2,** the Education Enhancement Fund – February 28, 2015 out of Fund 4080, in the amount of $3,440,114.00, and Fund 4110, in the amount of $82,113.00, for a total of $3,522,227.00.

Next, Mrs. Gilbert reported on:

Attachment 3: Financial Statements:

General Fund 2291, Fund 4111 & Special Funds as of January 31, 2015.

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

Next, Mrs. Gilbert reported on:

Attachment 4: Fidelity Bond Renewal – coverage from 2/5/2015 to 2/5/2015; Premium - $1,233.00.

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

Next, Mrs. Gilbert reported on:

Attachment 5: PURCHASING APPROVALS

Contract between MCCB and Hannon Hills Corporation for the purchase of an Enterprise Content Management System. The purchase includes Cascade Server software for unlimited users, sites, domains/subdomains, and web servers, maintenance/support and training. Annual costs for Year 1, 2, and 3 are as follows:

Year 1 Cost:	$70,800.00
Year 2 Cost:	$11,340.00
Year 3 Cost:	$11,907.00
Total:	$94,047.00

In a motion made by Mr. Bubba Hudspeth and seconded by Mrs. Sue Stedman, the MCCB Board **voted unanimously** to approve **Attachment 5,** Contract between MCCB and Hannon Hills Corporation for the purchase of an Enterprise Content Management System in the amount of $94,047.00.

Next, Mrs. Gilbert reported on:

Attachment 6: MCCB Policy 5.2 Salary Schedule – Education Benchmark Revision.

In a motion made by Mr. Lee Bush and seconded by Mrs. Cheryl Thurmond, the MCCB Board **voted unanimously** to update the language for educational salary benchmarks for MCCB employees.

Next, Mrs. Gilbert reported on:

Attachment 7: Mid-Level Funding – Independent Review by the MS Office of the State Auditor.

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

Next, Mrs. Gilbert reported on:

Attachment 8: Dormitory Utilization Report.

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

Next, Mrs. Gilbert reported on:

Attachment 9: Community College Buildings on the National Register of Historic Places.

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

Mrs. Gilbert concluded her report.

TRAVEL AUTHORIZATIONS

In a motion made by Mr. Bruce Martin and seconded by Mr. John Pigott, the MCCB Board **voted unanimously** to approve Mr. Bubba Hudspeth's travel to attend the MACJC Legislative Luncheon, January 27 and the MEC meeting in Louisville, February 19, and Mr. Lee Bush's travel to attend the Postsecondary Education Financial Aid meeting and the MACJC Legislative Luncheon.

EXECUTIVE SESSION

Mr. Bruce Martin moved to close the meeting to determine the need for an executive session. Mr. Todd Hairston seconded the motion. The motion was approved by unanimous vote. The meeting room was closed.

Mr. Tom Gresham moved to go into executive session to discuss candidates for the executive director's position. Mr. Todd Hairston seconded the motion. The motion was approved by unanimous vote.

The meeting room was temporarily reopened for the following public announcement:
"The board has voted to go into executive session to discuss candidates for the executive director's position."

The meeting room was closed again for executive session discussion of candidates for the executive director's position. Following discussion, the meeting was reopened.

Mr. Bubba Hudspeth moved that the meeting be adjourned. Mr. Todd Hairston seconded the motion. The motion was approved by unanimous vote and the meeting was adjourned at approximately 11:50 a.m.

MCCB Board Meeting Minutes
Friday, February 20, 2015

Recorded by:

Cynthia Jiles, Executive Assistant

Approved by:

Mr. Bruce Martin, Chairman

Dr. Eric Clark, Executive Director

February Exhibits:

EDNET documents	Exhibit A1
MCCB Policy updates	Exhibit A2
Curriculum and Instruction	Exhibits B1 and B2
CTE	Exhibit C
Career Readiness Certificate	Exhibit D
Workforce Report	Exhibit E
WET Fund Reports	Exhibit F
Academic/Student Affairs - CPSCR	Exhibits G1-G4
Programs and Accountability	No Exhibit
Finance Report	Separate Agenda
Dr. Clark's Handouts & News Articles	