

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, August 21, 2015

The regular meeting of the Mississippi Community College Board was held at 9:00 a.m. on Friday, August 21, 2015, in Room 507 of the Education and Research Building, located at 3825 Ridgewood Road, Jackson. This meeting may be conducted as a teleconference meeting.

Members present: Mr. Lee Bush, Chairman; Mr. John Pigott, Vice-Chairman; Mr. Johnny McRight; Mr. Bubba Hudspeth; Mrs. Dolly Marascalco; Mr. Chip Crane; Mr. Bruce Martin; and Mrs. Cheryl Thurmond. *Mrs. Sue Stedman participated via conference call.* Member not present: Mr. Todd Hairston.

MCCB Staff in attendance: Mrs. Deborah Gilbert, Dr. Shawn Mackey, Mr. Ray Smith, Ms. Audra Kimble, Dr. Joan Haynes, Mr. Kell Smith, Mr. Jason Carter, Mr. Raul Fletes, and Mrs. Cynthia Jiles.

Guests in attendance: Dr. Laurie Smith, Office of the Governor; Bishop Ronnie Crudup; Ms. Molly Bashay, Mississippi Economic Policy Center; Dr. Malcolm Portera; Mr. Andy Portera; Dr. Jesse Smith, President of Jones County Junior College and MACJC Chairman; Dr. Casey Turnage, Director of P-20 Initiatives and Enrollment Management; and Mr. Chuck Rubisoff, Office of the Attorney General.

CALL TO ORDER

Chairman Bush called the meeting to order at 9:00 a.m. and read the meeting notice for the September 18, 2015, MCCB board meeting.

MEETING NOTICE

The next monthly board meeting will be held on Friday, September 18, 2015, at 9:00 a.m. in Room 507 of the Education and Research Building, located at 3825 Ridgewood Road, Jackson. This meeting may be conducted as a teleconference meeting.

PRELIMINARIES

Chairman Bush welcomed all board members and visitors and then asked Bishop Ronnie Crudup to provide the invocation.

Approval of July 10, 2015 Meeting Minutes

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Chip Crane, the MCCB Board **voted unanimously** to approve the minutes of July 10, 2015.

Approval of the August 21, 2015 Agenda

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. John Pigott, the MCCB Board **voted unanimously** to approve the August 21, 2015 agenda.

REPORTS/ACTIONS

Interim Executive Director's Report

Mrs. Deborah Gilbert began her report by welcoming all board members and guests to the board meeting.

Mrs. Gilbert introduced the MCCB's newest employees: Ms. Krystal Sirota, Curriculum Specialist for Curriculum and Instruction and Mr. Mark Jenkins, Technical Specialist for Curriculum and Instruction.

Mrs. Sue Stedman joined the meeting at 9:05 a.m.

Mrs. Gilbert invited the Board to attend the Mississippi Association of Colleges and Universities Conference (MAC) 2015 on October 4-5 at Millsaps College.

Mrs. Gilbert called on Dr. Casey Turnage, Director P-20 Initiatives and Enrollment Management, to report on the College Completion Conference September 28-29 at the e-Center of JSU in Jackson.

Dr. Casey Turnage reported that Complete College America will present on their five game changers strategies designed to improve college completion rates: co-requisite remediation, full-time is 15 hours, structured schedules, guided pathways to success, and performance based funding. Dr. Turnage also extended an invitation to the Board.

MCCB received 100 percent on our recent property and equipment audit performed by the State Auditor's office.

Mrs. Gilbert reported that revisions were made, at the request of six of our community colleges, to their individual 5-year capital improvement plans.

Mrs. Gilbert reported that MCCB and the community colleges submitted a report, requested by Representative Frierson, to demonstrate a plan for management should Initiative 42 pass into law. These reductions would reduce MCCB's budget by more than \$562,000.00 and the colleges' budgets by more than \$2 million.

Mrs. Gilbert reported that MCCB has been working on implementing and disbursing the \$6 million dollars awarded through a Kellogg Foundation grant for our MI-BEST initiative.

MCCB has provided Mr. Jay Moon a report, at his request, on the WET Fund expenditures and budgets of the \$12 million and \$4 million disbursements.

Mrs. Gilbert reported that MCCB's LBO budget hearing is scheduled for September 22 at 11:00 a.m. and invited the Board to attend.

Mrs. Gilbert reported that she and Dr. Jesse Smith have participated in several meetings to strategize for the LBO presentation.

On July 22, Mrs. Gilbert spoke at the Career and Technical Leadership Academy at the Beau Rivage in Biloxi; on July 27, she met with nSPARC regarding the Adult Education data system, AEMS; on August 3, she spoke at the Post-Secondary Summer Workforce Conference; on August 6, she met again with nSPARC to discuss the WIOA requirements for data transfer; on August 10, Mrs. Gilbert spoke to the Pearl River Leadership Academy and later met with Dr. Jesse Smith, Dr. Clyde Muse and Representative Herb Frierson to discuss Initiative 42 and the upcoming budget hearing. On August 11, Mrs. Gilbert met with Ms. Rebekah Staples of the Lieutenant Governor's office regarding ideas for LBO presentation; on August 13, she met with

representatives from the National Skills Coalition at the Mississippi Manufacturers Headquarters; on August 14, she met with the Mississippi Community College Foundation regarding the work of the committee assigned to develop guidelines for the administration of Second Chance Scholarship.

Mrs. Gilbert reported that she has worked on the narrative for the performance based funding model using the following metrics: progression, degree attainment, workforce, and student access. This will be presented to the Presidents on Tuesday, August 25.

Mrs. Gilbert reported that Mrs. Eloise Richardson has announced her retirement. MCCB held an office celebration on August 18 that was well attended by Mrs. Richardson's family and colleagues.

The position of Director of ABE/MS High School Equivalency Program was advertised and the application period ended August 14. MCCB has scheduled interviews with four candidates.

Mrs. Gilbert reported that the MCCB and the colleges have been working on strategic plans. This includes the 15 community colleges' strategic plan, the MCCB strategic plan and a consolidated strategic plan. This project is being headed by Mr. Kell Smith.

Mrs. Gilbert concluded her report.

MACJC Report

Dr. Jesse Smith reported that he, Mrs. Gilbert, and several others are working to develop a new presentation strategy for the LBO meeting on September 22. They are using the performance based funding metrics developed by Performance Based Funding Committee headed up by Dr. Billy Stewart.

Dr. Smith concluded his report.

Career and Technical Education and Workforce Training Report

Dr. Shawn Mackey reported that the Summer Workforce Conference held in Biloxi was attended by more than 700.

Dr. Mackey presented **Exhibit A**, a request for final approval of the 2016 Workforce Policy Manual.

In a motion made by Mrs. Cheryl Thurmond and seconded by Mr. Bruce Martin, the MCCB Board **voted unanimously** to approve the 2016 Workforce Policy Manual.

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

Exhibit C1 is a request to approve a new location and new option request for the Industrial Maintenance Technology program at Hinds Community College.

In a motion made by Mr. Chip Crane and seconded by Mrs. Dolly Marascalco, the MCCB Board **voted unanimously** to approve the new location and new option request for the Industrial Maintenance Technology program at Hinds Community College.

Exhibit C2 is a request to approve a new location and new option request for the Automotive Light-Duty Diesel Technology program at Mississippi Gulf Coast Community College.

In a motion made by Mr. Chip Crane and seconded by Mrs. Cheryl Thurmond, the MCCB Board

voted unanimously to approve the new location and new option request for the Automotive Light-Duty Diesel Technology program at Mississippi Gulf Coast Community College.

Exhibit C3 is a program closure notification for Medical Office Technology and Medical Billing and Coding Technology at Meridian Community College. This is for information only and does not require Board approval.

Exhibit D1 is a request for final approval of the 2015 Curricula Revision for Carpentry Technology (CIP 46.0201), Medical Assisting Technology (CIP 51.0801), and Pharmacy Technician Technology (CIP 51.0805).

In a motion made by Mr. Chip Crane and seconded by Mr. Bruce Martin, the MCCB Board **voted unanimously** to grant final approval of the 2015 Curricula Revision for Carpentry Technology (CIP 46.0201), Medical Assisting Technology (CIP 51.0801), and Pharmacy Technician Technology (CIP 51.0805).

Exhibit D2 is a request to approve the following 2015 Curricula Revisions: Clothing and Textile Services Technology (CIP 19.0905), Court Reporting Technology (CIP 22.0303), Parts and Marketing & Management (CIP 52.1907), and Agriculture Mechanics Technology (CIP 01.0201).

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Chip Crane, the MCCB Board **voted unanimously** to approve the following 2015 Curricula Revisions: Clothing and Textile Services Technology (CIP 19.0905), Court Reporting Technology (CIP 22.0303), Parts and Marketing & Management (CIP 52.1907), and Agriculture Mechanics Technology (CIP 01.0201).

Exhibits E1 and **E2** are the Career Readiness Certificate reports. 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.

Resource Development Report

Mr. Kenneth Wheatley presented **Exhibit H**, a synopsis of the MI BEST program. This is for information only and does not require Board approval.

Mrs. Sue Stedman left the meeting at 10:00 a.m.

Technology Report

Mr. Ray Smith reported to the Board that Northeast Mississippi Community College has, with a view to an increased need for technology in education, implemented a program to distribute iPads to every enrolled student. This makes Northeast Community College the first in the nation to rollout such a program.

Mr. Smith concluded his report.

Research and Planning Report

Mr. Raul Fletes presented **Exhibit H**, an approval request for 10 new off-campus sites for Mississippi Gulf Coast Community College.

In a motion made by Mr. Chip Crane and seconded by Mr. John Pigott, the MCCB Board **voted unanimously** to approve 10 new off-campus sites for Mississippi Gulf Coast Community College.

Mr. Fletes concluded his report.

Finance and Administration Report

Mr. Jason Carter presented the Finance report as follows:

Attachment 1: General Fund Disbursements – September 2015

Fund 2298 - \$10,926,775.00

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Chip Crane, the MCCB Board **voted unanimously** to approve the General Fund 2298 Disbursements for September 2015.

Attachment 2: Education Enhancement Fund – August 31, 2015

Fund 4080 - \$3,510,992.00

Fund 4110 - \$82,112.00

Total \$3,593,104.00

In a motion made by Mrs. Cheryl Thurmond and seconded by Mr. Bubba Hudspeth, the MCCB Board **voted unanimously** to approve the Education Enhancement Fund for August 31, 2015.

Fund 4080 - \$3,510,992.00

Fund 4110 - \$82,112.00

Total \$3,593,104.00

Attachment 3:

- A. Financial Statements for Fund 2291, Fund 4111, and Special Funds as of July 31, 2015 Lapse Period and,
- B. Financial Statements for Fund 2291, Fund 4111, and Special Funds as of July 31, 2015 (FY 2016)

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

Attachment 4: Contract/Purchasing Approvals - \$50,000.00 and over

Jobs for Mississippi Graduates, Inc.– to provide dropout prevention and employability skills training to 35-45 high school students. Cost is \$125,000.00. - July 1, 2015 – June 30, 2016 – Workforce Funds.

In a motion made by Mr. Bubba Hudspeth and seconded by Mrs. Dolly Marascalco, the MCCB Board **voted unanimously** to approve the \$125,000.00 contract for Jobs for Mississippi Graduates.

Attachment 5: Budget Requests for FY 2017

Copies of the fifteen (15) community and junior colleges' FY 2017 (MBR) Budget Requests, as well as, the composite request and the MCCB request are available to each Board Member.

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

Mr. Carter concluded his report.

TRAVEL AUTHORIZATIONS

There were no travel authorization requests.

OTHER BUSINESS

Mr. Lee Bush proposed that the Board be notified when requests for information are submitted to the MCCB.

Mr. Bubba Hudspeth encouraged the board members to attend the Legislative Budget hearing on September 22.

Mr. Bubba Hudspeth proposed to the Board that Mississippi's community college presidents be invited to attend the monthly Thursday and Friday MCCB Board meetings.

The meeting recessed at 10:00 a.m.

The meeting reconvened at 10:09 a.m.

EXECUTIVE SESSION

Mr. Chip Crane moved to close the meeting to determine the need for an executive session. Mr. John Pigott seconded the motion. The motion was approved by **unanimous vote**. The meeting room was closed.

Following discussion, Mr. Chip Crane moved that the Board go into executive session to discuss candidates for the executive director's position. Mr. John Pigott 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 position."

The meeting was closed and the Board discussed candidates for the executive director's position. Mr. Bruce Martin departed the meeting at 11:15 a.m. Upon completion of the discussion, Mr. John Pigott moved that the meeting be reopened and adjourned. Mr. Chip Crane seconded the motion. The motion was approved by unanimous vote. Chairman Lee Bush reopened the meeting to the public and adjourned same at 11:27 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mr. Lee Bush, Chairman


Mrs. Deborah J. Gilbert, CPA, Interim Executive Director

August 2015 Exhibits:

Workforce Approval	Exhibit A
Workforce Report	Exhibit B
CTE Program Requests	Exhibits C1-C3
Curriculum and Instruction Requests	Exhibit D1, D2
Career Readiness Certificate(s)	Exhibit E1, E2
WET Fund Reports	Exhibit F
MI BEST Synopsis	Exhibit G
Research and Planning – New off-campus site	Exhibit H
Finance Report	Separate Agenda
Handouts & News Articles	