

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, March 18, 2016

The regular meeting of the Mississippi Community College Board was held at 9:00 a.m. on Friday, March 18, 2016, in Room 507 of the Education and Research Building, located at 3825 Ridgewood Road, Jackson.

Members present: Mr. Lee Bush, Chairman; Mr. John Pigott, Vice-Chairman; Mrs. Cheryl Thurmond; Mr. Bubba Hudspeth; Mr. Johnny McRight; Mrs. Dolly Marascalco; and Mr. Todd Hairston. Mrs. Sue Steadman, Mr. Chip Crane and Mr. Bruce Martin joined through teleconference.

MCCB Staff in attendance: Dr. Andrea Mayfield, Mrs. Deborah Gilbert, Dr. Shawn Mackey, Mr. Ray Smith, Ms. Audra Kimble, Mr. Kell Smith, Mr. Raul Fletes, Mr. Dexter Holloway, Mr. Kenneth Wheatley, and Mrs. Missy Saxton.

Guests in attendance: Mrs. Debi Faucette, GED Testing Service; Mr. Brad Davis, Jones Walker, LLP; Mr. Chuck Rubisoff, Office of the Attorney General; and Dr. Casey Turnage, Institutions of Higher Learning (IHL).

CALL TO ORDER

Chairman Bush called the meeting to order at 9:00 a.m. and read the meeting notice for the upcoming April meeting.

MEETING NOTICE

The Mississippi Community College Board will hold its Regular Scheduled Meeting on Friday, April 15, 2016, at 9:00 a.m. in Room 507 of the Paul B. Johnson Jr. Building on the Education and Research campus, 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 asked Vice Chairman John Pigott to provide the invocation.

Approval of February 18 and 19, 2016 Meeting Minutes

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Johnny McRight, the MCCB Board **voted unanimously** to approve the minutes of the February 18 and 19, 2016, board meetings.

Approval of the March 18, 2016 Agenda

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Todd Hairston, the MCCB Board **voted unanimously** to approve the March 18, 2016, agenda.

REPORTS/ACTIONS

Chairman's Report

Chairman Bush reported he and Dr. Mayfield participated in a TV interview at WRBJ studios in Jackson. The interview should air in late summer or early fall. Mr. Bush thanked Mr. Hudspeth for attending the Creating Futures Through Technology Conference (CFTTC) in Biloxi. Mr. Bush expressed his appreciation to Mrs. Sherriel Moore for her spring-time decorations for the board meeting.

Executive Director's Report

Dr. Andrea Mayfield reported 18 states were represented at the CFTTC and that she has received many positive reviews about the organization of the conference as well as how great the sessions were. She reported she has been very busy with the Legislature and she has had meetings with Speaker Philip Gunn, as well as attended House and Senate Appropriations hearings. She met with nSPARC to discuss the Education Achievement Council (EAC) Report Card process.

Dr. Mayfield had an introductory meeting with Dr. Craig Orgeron, Executive Director at ITS and attended a Health Insurance Board meeting. She has met with representatives of the Women's Foundation of Mississippi where grant opportunities and new initiatives were identified for the Mississippi community colleges. Dr. Mayfield spoke at the Grenada Chamber of Commerce Banquet, as well as the Hinds Community College Dean's Association. Dr. Mayfield met with Mississippi Public Broadcasting staff and they have set up monthly radio interviews to be recorded with each community college president, as well as Dr. Mayfield. Each president will get to talk about their college and what unique opportunities they each have to offer.

Dr. Mayfield met with Dr. Mary Graham, President of Mississippi Gulf Coast Community College, and Dr. Carey Wright, Superintendent at Mississippi Department of Education, to discuss a pilot program for dual enrolled students. Dr. Mayfield has met with Mr. Glen McCullough, Executive Director of Mississippi Development Authority (MDA) and Mr. James Williams, Executive Director of State Workforce Investment Board (SWIB) in regard to working as a team for workforce training. They will have a site visit at Nissan in April and look at current procedures and opportunities to improve and provide updated training.

Senate Bill No. 2808, the Governor's Workforce bill has passed and a ceremonial signing was held March 22 at the Capitol. Dr. Mayfield concluded her report.

Legislative Report

Mr. Kell Smith reported that our appropriations bills have been introduced. A lot of work remains to be done before the final versions are sent to Governor Bryant. He also reported that a bond bill has been introduced in both the House and the Senate. Also, Governor Bryant has approved SB 2808, the workforce training bill. Mr. Smith concluded his report.

MACJC Report

Dr. Andrea Mayfield provided the MACJC report on behalf of Dr. Jesse Smith. Dr. Smith expresses his thanks to the MCCB staff for being leaders in the community college system. There will be a special called MACJC meeting in April to discuss strengthening the CJC position in the legislative process. Spring athletics are in full swing with basketball wrapping up, and baseball, softball, tennis and golf in mid-season play. Dr. Mayfield concluded the report.

*The meeting recessed at 9:30 a.m.
The meeting reconvened at 9:45 a.m.*

Career and Technical Education and Workforce Training Report

Dr. Shawn Mackey introduced Mr. Dexter Holloway as the new Assistant Executive Director for Workforce and Economic Development.

Dr. Shawn Mackey presented **Exhibit A**, a request to approve the full accreditation of Practical Nursing for Antonelli College.

In a motion made by Mr. Bubba Hudspeth and seconded by Mrs. Dolly Marascalco, the MCCB Board **voted unanimously** to approve **Exhibit A**, the request for approval of full accreditation of Practical Nursing for Antonelli College.

Dr. Mackey presented **Exhibits B, C and D** which are the Workforce Report, the WET Fund Report, and the Career Readiness Certificate (CRC) Report, respectively. These are for informational purposes only and do not require approval. Dr. Mackey reported a contract has been signed with ACT, Inc., to begin the data transfer process of the CRCs.

Dr. Mackey presented, **Exhibit E**, a new program request for Hospitality Management at Itawamba Community College.

In a motion made by Mr. Bubba Hudspeth and seconded by Mrs. Cheryl Thurmond, the MCCB Board **voted unanimously** to approve **Exhibit E**, a new program request in Hospitality Management for Itawamba Community College. Dr. Mackey concluded his report.

Academic and Student Affairs Report

Ms. Audra Kimble reported that Dr. Kristal LeBrun will begin in the position of Assistant Executive Director for eLearning & Instructional Technology on April 1, 2016.

Mrs. Sandy Crist, Director of the Adult Basic Education and High School Equivalency Programs, presented **Exhibit F** and asked for the Board to consider approving the recommendation of the Mississippi High School Equivalency Taskforce. The taskforce recommends adopting the Test Assessing Secondary Completion (TASC®) and High School Equivalency Test (HiSET) for utilization in Mississippi, in addition to the General Education Development (GED Test®). This will allow the state to utilize three testing assessments which will provide more options to Mississippians who have not yet earned a high school diploma or its equivalency. Adopting these two additional assessments will allow the correctional system in Mississippi to utilize paper-based testing.

In a motion made by Mrs. Cheryl Thurmond and seconded by Mr. Johnny McRight, the MCCB Board **voted unanimously** to adopt the recommendation of the Mississippi High School Equivalency Taskforce, **Exhibit F**, and approve the utilization of the Test Assessing Secondary Completion (TASC®) and High School Equivalency Test (HiSET) for utilization in Mississippi, in addition to the General Education Development (GED Test®).

Ms. Kimble requested the Board approve changes to **Exhibit G**, the job description of Program Specialist for Monitoring. She is requesting a change in title as well as a change in duties.

In a motion made by Mr. Johnny McRight and seconded by Mr. John Pigott, the MCCB Board **voted unanimously** to approve the job description changes in **Exhibit G**, Program Specialist Monitoring to Program Specialist-eLearning.

Research and Planning Report

Mr. Raul Fletes reported Fall 2015 enrollment data has been uploaded and the audit cycle will soon be in full swing. He is continuing his work with the 15 colleges regarding the EAC Report Card. His division has completed 13 of 15 workforce audits and would like to implement a few changes to the monitoring instrument. Mr. Fletes will meet with Mr. Holloway to ensure a complete workforce audit takes place with the new monitoring instrument. Mr. Fletes concluded his report.

Resource Development Report

Mr. Kenneth Wheatley reported he has been very busy working with the community colleges to implement the Kellogg Foundation grant for the MI-BEST program. Currently 490 students are enrolled. Mr. Wheatley reported that having the National Science Foundation (NSF) present at the CFTTC was excellent and that there may be grant opportunities in Mississippi from NSF. Mr. Wheatley concluded his report.

Information Technology Report

Mr. Ray Smith began his report by thanking all MCCB divisions for their assistance with CFTTC. He said the conference was great and made more special by reflecting on how far community college technology has come and where we are going. Mr. Smith reported the focus of MCCB's IT division is 1. Redundancy-having our systems up and running 24/7. 2. Security-actively collecting analytics to prevent breaches in our system. 3. Mobility-wants staff to have access to work information remotely. Mr. Smith concluded his report.

Finance and Administration Report

Mrs. Deborah Gilbert presented the Finance report as follows:

Attachment 1: General Fund 2298 Disbursements – FY 2016

April Formula \$13,228,199.00

Attachment 2: Education Enhancement Fund – March 31, 2016:

Fund 4080	\$3,510,992.00
Fund 4110	\$ 82,112.00
<u>Total</u>	<u>\$ 3,593,104.00</u>

In a motion made by Mrs. Dolly Marascalco and seconded by Mr. Johnny McRight, the MCCB Board **voted unanimously** to approve the General Fund 2298 Disbursements for FY 2016 with the April Formula in the amount of \$13,228,199.00 and also to approve the Education Enhancement Fund Disbursements for March 31, 2016, in the amount of \$3,593,104.00.

Attachments 3a-3c: Financial Statements for Fund 2291, Fund 4111, and Special Funds as of February 29, 2016. This is for informational purposes only and does not require approval.

Attachment 4: Senate Action on Appropriations Bills. This is for informational purposes only and does not require approval. **(HANDOUT)**

TRAVEL AUTHORIZATIONS

Mr. Bubba Hudspeth attended the CFTTC in Biloxi and Mrs. Dolly Marascalco attended the Senate Appropriations Hearing.

In a motion made by Mr. John Pigott and seconded by Mrs. Cheryl Thurmond, the MCCB Board **voted unanimously** to approve the travel request for Mr. Hudspeth for attending the CFTTC in Biloxi, March 3-5, 2016; and for Mrs. Marascalco for attending the Senate Appropriations Hearing on February 22, 2016.

OTHER BUSINESS

Mr. John Pigott asked the board to consider making a change to policy regarding "Board Officers and Their Selection" found in the Mississippi Community College Board Policies and Procedures Manual, Section 1: Board Operations, Code Number 1.8, Section 2.

A motion was made by Mr. John Pigott and seconded by Mr. Bubba Hudspeth to open the floor for discussion of the Board Policy. The MCCB Board **voted unanimously** to open the floor for discussion. After discussion by all Board Members, it was decided to amend current policy to elect a Board Chairman every three years.

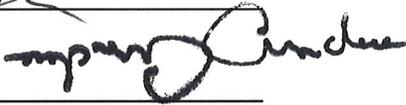
In a motion made by Mr. John Pigott and seconded by Mr. Bubba Hudspeth, the MCCB Board **voted unanimously** to amend current Mississippi Community College Board Policies and Procedures Manual, Section 1: Board Operations, Code Number 1.8., Section 2 **from**, "2. Officers of the Board shall be elected annually in the April meeting for a term of one year, with terms to commence on July 1," **to** "2. Officers of the Board shall be elected in the April meeting for a term of three years, with terms to commence on July 1."

ADJOURNMENT

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Johnny McRight, the MCCB Board **voted unanimously** to adjourn the meeting. Chairman Lee Bush adjourned the meeting at 11:03 a.m.

Recorded by: 
Mrs. Missy Saxton, Executive Assistant

Approved by: 
Mr. Lee Bush, Chairman

Dr. Andrea Mayfield, MCCB Executive Director

February 2016 Exhibits:

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|------------------------------------|-----------------|
| Accreditation Approval Request | Exhibit A |
| Workforce Report | Exhibit B |
| WET Funds Report | Exhibit C |
| CRC Report | Exhibit D |
| New Program Request | Exhibit E |
| High School Equivalency Assessment | Exhibit F |
| Job Description Change | Exhibit G |
| Finance Report | Separate Agenda |