

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

June 14, 2011

The Board of Trustees of Pearl River Community College met at 1:00 p.m. on Tuesday, June 14, 2011, for their monthly meeting in the Olivia Bender Cafeteria Board of Trustees Room on the Poplarville Campus.

TRUSTEES IN ATTENDANCE/ABSENT:

Mr. Tony Waits, Chairman	Mr. Dale Purvis
Mr. Frank Ladner, Vice Chairman	Mr. Ike Haynes
Mr. Ronald Fortenberry	Mr. Al Brooks
Dr. Ben Burnett	Mr. M.L. "Sonny" Knight, Secretary
Dr. Kay Clay	Dr. Gale Harris
Mr. Barry Harper - Absent	Mr. P.W. Polk
Ms. Sandy McCardle	Ms. Melissa Holston
Mr. Alan Dedeaux	Mr. H. R. Nobles

PRCC STAFF: President Dr. William Lewis, Dean of Business Services Mr. Roger Knight, Dean of Student Services Dr. Adam Breerwood, Director of Public Relations Mr. Chuck Abadie, Vice President for Instruction Dr. John Grant, Dean of the Forrest County Center Dr. Cecil Burt, Director of Extended Education and Instructional Design Dr. Martha Lou Smith, PRCC Faculty Association President (Poplarville Campus) Ms. Marjory Thrash, President's Administrative Assistant Ms. Marilyn Dillard, and Board Attorney Mr. Martin Smith

GUESTS: Ms. Angela Herzog, Herzog CPA Company, LLC, and Mr. Larry Albert, Albert Associates Architects, PPA

Chairman Tony Waits opened the meeting, and the Invocation was provided by H. R. Nobles. After the Pledge of Allegiance, the following business was transacted.

Dr. Lewis recognized and welcomed Ms. Herzog to today's meeting to present the **PRCC FY 2010 Audited Financial Statements**. After presentation of the FY 2010 Audit, Ms. Herzog stated that the College received an unqualified opinion on the audit and that there are no findings to present. After discussion, a motion by Mr. Ladner, seconded by Mr. Purvis, to accept and approve the FY 2010 Audited Financial Statements as presented. The motion carried. The FY 2010 Audit is on file in the PRCC Business Office.

Mr. Larry Albert of Albert and Associates Architects was also recognized and welcomed by Dr. Lewis. Mr. Albert provided a Power Point presentation of the new Forrest County Center Master Plan.

Dr. Lewis presented for approval the **PRCC 2011 Organizational Structure**. He stated that the new structure will include the following seven vice president positions: Vice President for Economic and Community Development (Dr. Scott Alsobrooks), Vice President for Planning and Institutional Research (Dr. Rebecca Askew), Vice President for Business and Administrative Services (Roger Knight), Vice President for General Education and Technology Services (Dr. Martha Lou Smith), Vice President for Poplarville Campus and Hancock Center (Dr. Adam Breerwood), Vice President for Forrest County Operations (Dr. Cecil Burt), and Vice President for Enrollment Management (Dow Ford). A motion was made by Dr. Clay, seconded by Mr.

Ladner, to approve the PRCC 2011 Organizational Structure as presented. The motion carried. The original 2011 Organizational Structure is on file in the President's Office.

Chairman Waits requested approval of the **May 3, 2011, board meeting minutes**. A motion was made by Mr. Nobles, seconded by Mr. Knight, to approve the May 3, 2011, board meeting minutes. The motion carried.

Departmental reports were then presented by staff administrators. Those presenting reports included Dr. Grant, Dr. Burt, and Dr. Breerwood.

On behalf of the Buildings and Grounds Committee, Dr. Lewis requested board approval to authorize the College to employ Shows, Dearman, and Waits Engineering to prepare plans for the renovation of the parking lot located next to the former M. R. White Coliseum. Dr. Lewis stated that Enlargement and Improvement funds are available for this renovation project. A motion was made by Mr. Ladner, seconded by Mr. Nobles, to approve of the employment of Shows, Dearman, and Waits Engineering to prepare the construction/renovation plans for the parking as defined herein. The motion carried.

Roger Knight then presented and reviewed the **Reconciled Bank Balances for May 31, 2011**, and the **Statement of Expenditures for May 31, 2011**. No action was necessary.

Mr. Knight presented for review and approval the **May 2011 Disbursement Register (Claim Docket) in the amount of \$1,850,862.81**. A motion was made by Dr. Burnett, seconded by Dr. Clay, to approve the May 2011 Disbursement Register (Claim Docket) as presented herein. The motion carried. The original Disbursement Register is on file in the Business Office.

Mr. Knight then presented for approval the **FY 2012 Instructional Salary Schedule** which includes a 2 percent salary increase for all employees. A motion was made by Mr. Polk, seconded by Dr. Burnett, to approve the 2012 salary schedule. The motion carried.

Mr. Knight also presented the **FY 2012 Student Fee Schedule** for approval. A motion was made by Mr. Ladner, seconded by Dr. Clay, to approve the FY 2012 Student Fee Schedule. The motion carried.

The **FY 2011-2012 Budget** was then presented by Roger Knight. After a review and discussion, Mr. Knight requested board approval of the FY 2011-2012 Budget. A motion was made by Dr. Burnett, seconded by Dr. Clay, to approve the FY 2011-2012 Budget as presented. The motion carried. The original budget is on file in the Business Office.

At this time, Dr. Lewis requested that the board entertain a motion to consider entering into Executive Session to discuss personnel issues. A motion was made by Mr. Nobles, seconded by Mr. Sonny Knight, to consider entering into Executive Session. The motion carried.

A motion was then made by Mr. Ladner, seconded by Dr. Clay, to remain in Executive Session. The motion carried.

A motion was made by Mr. Nobles, seconded by Dr. Clay, to exit Executive Session. The motion carried.

As a note to the minutes, no action was taken during the Executive Session.

The following personnel matters were then presented for board action.

- Dr. Grant presented the following **retirements and resignations**:

Resignations of Ms. Donna Lynn Simpson from the position of Instructor of Practical Nursing effective May 6, 2011, due to illness; Mr. Gabe Willis from the position of Fitness/Wellness Specialist (12 months) effective May 16, 2011; Dr. Chris Lundy from the position of Academic Counselor (PT) effective June 30, 2011; and the **retirement** of Ms. Barbara Mathis from the position of Instructor of English effective May 31, 2011. A motion was made by Dr. Burnett, seconded by Mr. Polk, to approve the above defined resignations and retirements as presented. The motion carried.

- Dr. Breerwood presented the **resignation** of Ms. Caycee Simon from the position of Assistant Dean for Student Life effective June 30, 2011. A motion was made by Mr. Purvis, seconded by Dr. Burnett, to approve the resignation of Ms. Simon as stated herein. The motion carried.

- Dr. Lewis presented the following recommendations for board approval:

Transfer of Dr. Martha Lou Smith from the position of Director of Extended Education and Instructional Design to the position of Vice President for General Education and Technology Services (formerly Vice President for Instruction held by Dr. John Grant) effective July 1, 2011. A motion was made by Mr. Ladner, seconded by Dr. Clay, to approve the transfer of Dr. Smith as presented. The motion carried.

Transfer of Dr. Arlene C. Jones from the position of Instructor of Associate Degree Nursing to the position of Director of Nursing Education (12 months) effective July 1, 2011. A motion was made by Sonny Knight, seconded by Mr. Nobles, to approve the transfer of Dr. Jones as presented. The motion carried.

Employment of Ms. Aaryn Ward for the grant position of Title III Learning Specialist (FCC) effective June 15, 2011. A motion was made by Dr. Harris, seconded by Mr. Polk, to approve the employment of Ms. Ward as presented. The motion carried.

Dr. Grant then presented the following personnel recommendations for board approval:

Employment of Mr. Robert Maynard for the position of Instructor of Biology effective August 9, 2011. A motion was made by Dr. Clay, seconded by Mr. Purvis, to approve the employment of Mr. Maynard as presented. The motion carried.

Employment of Ms. Sarah Welch for the position of Librarian – Forrest County Center (11 months) effective July 1, 2011. A motion was made by Mr. Purvis, seconded by Mr. Ladner, to approve the employment of Ms. Welch as presented. The motion carried.

Transfer of Ms. Gwendolyn Smith from the position of Tech Prep Director to Director of Career and Technical Education Programs (Poplarville Campus) effective July 1, 2011. A motion was made by Sonny Knight, seconded by Mr. Purvis, to approve the transfer of Ms. Smith as presented. The motion carried.

Transfer of Ms. Kara Strebeck (from temporary part-time status to permanent full-time status) for the position of Instructor of English effective August 9, 2011. A motion was made by Sonny Knight, seconded by Mr. Polk, to approve the transfer of Ms. Strebeck as presented. The motion carried.

Transfer of Ms. Amy P. Smith from Instructor of Office Systems Technology (Poplarville) to Instructor of Office Systems Technology (FCC) effective August 9, 2011. A motion was made by Mr. Purvis, seconded by Mr. Haynes, to approve the transfer of Ms. Smith as presented. The motion carried.

Dr. Breerwood then presented the following employee recommendations:

Employment of Mr. Jim Nowell for the position of Assistant Football Coach (2/5)/Instructor of HRP (3/5) effective August 9, 2011. A motion was made by Mr. Ladner, seconded by Mr. Nobles, to approve the employment of Mr. Nowell as presented. The motion carried.

Transfer of Mr. Zack Zulli from the position of Athletic Field Maintenance to the position of Instructor of HPR (3/5). Mr. Zulli also serves as Assistant Baseball Coach. A motion was made by Mr. Polk, seconded by Mr. Ladner, to approve the transfer of Mr. Zulli as presented. The motion carried.

Transfer of Mr. Raymunda Barnes from the position of Lead Instructor of Hancock Center to Director of Hancock Center effective July 1, 2011. A motion was made by Mr. Ladner, seconded by Mr. Purvis, to approve the transfer of Mr. Barnes as presented. The motion carried.

Dr. Lewis then presented the FY 2011-2012 **Personnel Recommendations** for approval. A motion was made by Sonny Knight, seconded by Mr. Purvis, to approve the FY 2011-2012 as presented. The motion carried.

In legal matters, Board Attorney Martin Smith reported that a proposal has been made by CitiBank, the Executor of the Ethel Holden Brownstone Estate, that a further partial distribution of the residuary estate consisting of an unliquidated interest in ODAC LLC, a Delaware Limited Liability Company, be made by means of an in kind assignment thereof. Whereupon, with the Board being advised in the premises, Mr. Ladner moved that the Board express its willingness to accept said assignment upon same being presented in a form and content as is deemed by the Board Attorney to be sufficient to accomplish such transfer and, thereupon, the Chairman and Secretary of this Board be authorized and directed to execute such instrument or instruments as are necessary to accomplish the assignment and transfer of such interest. Mr. Purvis seconded the motion as stated herein, and the motion was unanimously adopted.

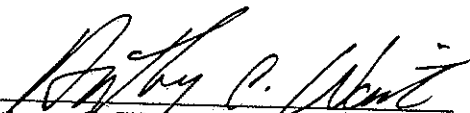
In the President's Report, the following items were presented and discussed:

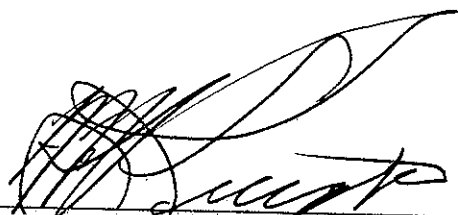
- Dr. Lewis informed board members that Ms. Debbie Hinton, Instructor of Surgical Technology, at the Forrest County Center very recently passed away.
- Board members were reminded that the MACJC Trustees Conference will be held at the Beau Rivage Resort July 8-10, 2011, and that Marilyn Dillard will be forwarding the meeting agenda and other conference items within the next few days.

- Reported on the creation of an Athletic Advisement Center and the creation of the Fellowship of Christian Athletes Chapter for the College.

In closing, Dr. Lewis recognized Dr. Grant for his upcoming retirement effective June 30. He expressed his appreciation to Dr. Grant for his many years of service, dedication, and loyalty to the College.

There being no further business to come before the Board of Trustees, a motion was made by Mr. Purvis, seconded by Dr. Clay, to recess today's meeting and to reconvene at the MACJC Trustees Conference on Friday, July 8, 2011, at 6:00 p.m. at Mary Mahoney's. The motion carried, and the meeting was adjourned at 2:30 p.m.


Anthony C. Waits, Board Chairman


M. L. "Sonny" Knight, Board Secretary