

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

October 11, 2011

The Board of Trustees of Pearl River Community College met at 1:00 p.m. on Tuesday, October 11, 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 - Absent
Mr. Ronald Fortenberry	Mr. Al Brooks - Absent
Dr. Ben Burnett	Mr. M.L. "Sonny" Knight, Secretary
Dr. Kay Clay - Absent	Dr. Gale Harris
Mr. Don Welsh	Mr. P.W. Polk
Ms. Sandy McCardle	Ms. Melissa Holston
Mr. Alan Dedeaux	Mr. H. R. Nobles

PRCC STAFF: President Dr. William Lewis, Vice President for Business and Administrative Services Mr. Roger Knight, Vice President for Poplarville Campus and Hancock Center Dr. Adam Breerwood, Director of Public Relations Mr. Chuck Abadie, Vice President for General Education and Technology Services Dr. Martha Lou Smith, Vice President for Economic and Community Development Dr. Scott Alsobrooks, Director of Development Foundation/Alumni Association Mr. Ernie Lovell, PRCC Faculty Association President (Poplarville Campus) Ms. Marjory Thrash, President's Administrative Assistant Ms. Marilyn Dillard, and Board Attorney Mr. Martin Smith

GUESTS: PRCC Faculty Members: Instructor of Mathematics Ms. Judy Roane, Instructor of Mathematics Ms. Karen Bond, Instructor of Mathematics/Director of QEP Dr. Jennifer Seal

Chairman Tony Waits opened the meeting, and the Invocation was provided by Dr. Ben Burnett. After the Pledge of Allegiance, the following business was transacted.

Chairman Waits recognized and welcomed the newest member of the board, Mr. Don Welsh, who was recently appointed by the Pearl River County Board of Supervisors to fill Barry Harper's term which expired December 31, 2010. Mr. Welsh's five-year term is effective October 2011 to December 31, 2015.

Chairman Waits also recognized Dr. Gale Harris for his recent reappointment to the board (by the Pearl River County Board of Supervisors) for another five-year term. Dr. Harris's term is effective January 2009 to December 31, 2013.

Mr. Welsh and Dr. Harris then signed their Oath of Office forms. Said forms were then signed and notarized by Board Attorney Martin Smith.

At the request of Dr. Lewis, Dr. Martha Lou Smith introduced PRCC Instructors Judy Roane, Karen Bond, and Dr. Jennifer Seal. Ms. Roane, Ms. Bond, and Dr. Seal provided a presentation on the Mathematics Course Redesign 1st Year Status Report. Course redesign is the process of incorporating pedagogical changes in light of the possibilities that new technology offers in order

to achieve better student learning outcomes. Emphasis is placed on active learning, student engagement with content, and personalized instructor assistance.

At the request of Dr. Lewis, Dr. Askew provided a copy of the **2010 – 2011 Strategic Plan and Internal Performance Indicators** final report for review by the Board. The assessment results included in this document had already been reviewed by the Planning and Effectiveness Committee and the Administrative Council. Dr. Askew provided specific information regarding a number of the Indicators. No action was necessary.

Chairman Waits requested approval of the **September 13, 2011, board meeting minutes**. A motion was made by Mr. Ladner, seconded by Mr. Nobles, to approve the September 13, 2011, board meeting minutes. The motion carried.

Departmental reports were then presented by staff administrators. Those presenting reports included Dr. Smith, Dr. Breerwood, Dr. Alsobrooks, and Mr. Lovell.

Roger Knight then presented and reviewed the **Reconciled Bank Balances for September 30, 2011**, and the **Statement of Expenditures for September 30, 2011**. No action was necessary.

Mr. Knight presented for review and approval the **September 2011 Disbursement Register (Claim Docket) in the amount of \$5,874,526.98**. A motion was made by Mr. Nobles, seconded by Mr. Ladner, to approve the September 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 the following **Single Source** items for approval:

Security cameras for Pearl River Hall, Huff Hall, and the New Men's Dorm from single source vendor, Security 101, in the amount of \$29,991.46. This purchase will be funded with Enlargement and Improvement funds. A single source letter is on file with this purchase.

GED testing materials from single source vendor, American Council on Education GED Testing Service, in the amount of \$6,445.00. This purchase will be funded with institutional GED budget funds. A single source letter is on file with this purchase.

A motion was made by Mr. Sonny Knight, seconded by Mr. Polk, to approve the above defined single source items for purchase. The motion carried.

Mr. Knight then presented the following **bid** for approval:

Graduation Caps and Gowns for the spring 2012 graduation ceremony from lowest bidder Herff Jones Graduate Services, Inc., in the amounts of: \$11.00 each for honor cords, \$20.00 each for student caps and gowns, \$37.00 each for doctoral caps and gowns (price includes hood), \$35.00 each for master's caps and gowns, and \$33.00 each for bachelor's caps and gowns.

A motion was made by Mr. Ladner, seconded by Mr. Polk, to approve the above defined bid for purchase. The motion carried.

Mr. Knight then presented the **October 2011 Fixed Asset Deletions Report** for approval. The report contains non-serviceable, salvaged computer and electronic items in the amount of \$28,753.94. A motion was made by Mr. Purvis, seconded by Mr. Polk, to approve the Fixed Asset Deletions Report as presented. The motion carried. Said report is on file in the Business Office.

The following personnel matter was then presented for board action.

Employee Transfer

- Dr. Smith recommended the transfer of Dr. Stephen Black for the position of Instructor of History (50%)/Director of the Honors Institute (50%) (10 months) effective January 2012. Dr. Black will remain full-time Instructor of History for the Fall 2011 semester, but a \$5,000 stipend is recommended to supplement his salary for his work with the Honors Institute for the Fall 2011 semester. The PRCC Development Foundation will fund 50 percent of Dr. Black's salary for the first year. A motion was made by Mr. Ladner, seconded by Mr. Purvis, to approve the transfer of employment and salary stipend for Dr. Black as defined herein. The motion carried.

There were no legal matters to be presented at today's meeting.

In other business, Chairman Waits informed board members that it is now time to perform Dr. Lewis's performance evaluation. He stated that the evaluation material is included in today's meeting folders, and that the evaluations should be completed and returned to Marilyn Dillard in the provided self-addressed, stamped envelope. The evaluations will be compiled and forwarded to all board members prior to and for discussion at the November board meeting. Chairman Waits announced that the President's Evaluation Review Committee will consist of the board officers (Tony Waits, Frank Ladner, and Sonny Knight).

Chairman Waits reminded board members that trustee scholarship payments are now due. He stated that Ernie Lovell is the contact person for scholarship payments.

In the President's Report, Dr. Lewis reported on the following items:

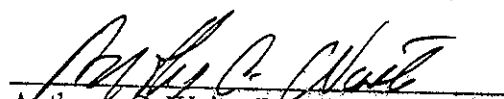
- Reported that Roger Knight has prepared a Cost Analysis of the New Dorm (Lamar Hall). Mr. Knight then discussed the findings of the cost analysis. He stated that the cost analysis compares full scholarship athletic students being housed in the new dorm to the housing of general population students who do not have the benefit of a full scholarship. The analysis will demonstrate that the housing of the general population student in the new dorm has the potential estimated revenue stream of \$100,000.00 per academic year versus the housing of the full scholarship athletic student, which would generate zero (\$0.0) in housing revenues.

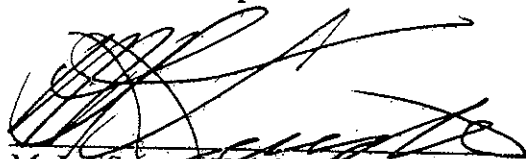
After discussion of the Cost Analysis of the New Dorm (Lamar Hall), Dr. Lewis proposed that the new dormitory be constructed at the site where the former Transportation Shop was located prior to its destruction by Hurricane Katrina. The site is located between the River Village and the Technology Center. Dr. Lewis stated that this site has an existing parking area, and the construction of a new dorm at this location will complement the existing dormitories adjacent to this proposed location.

A motion was then made by Mr. Sonny Knight, seconded by Mr. Nobles, to approve utilizing the new dormitory to house general population students based on the results of the Cost Analysis as presented by Roger Knight and also to approve the construction site of the new dorm as proposed by Dr. Lewis. The motion carried.

- Reported that a ten-year growth proposal for the PRCC district (prepared by demographer Preston Smith) will be discussed at the November meeting.

There being no further business to come before the Board of Trustees, a motion was made by Mr. Ladner, seconded by Mr. Purvis, to adjourn. The motion carried. The next meeting of the PRCC Board of Trustees will be held Tuesday, November 8, 2011, at 1:00 p.m.


Anthony C. Waits, Board Chairman


M. L. Sonny Knight, Board Secretary