

March 21, 2001

The regular meeting of the Board of Trustees of the Mississippi Gulf Coast Community College was held at 10:00 a.m., Wednesday, March 21, 2001, in the Board Conference Room, Perkinston Campus.

The following Board members were present: Don Massengale, Jr., Chairperson; Arlie Howell, First Vice President; J. E. Bryan, Jr., Second Vice Chairperson; Harry Roberts, Jr., Secretary; Frank Gruich, Treasurer; Gertrude Allen; Geraldine Barnes; Sylvia Bradley; John W. Cooley; Patricia Descher; Jimmy Estes; Earl Gautier; Thomas Hall; Moreno Jones; Jean Peden; Clyde Strickland; Delores Sumrall; Eula Switzer; and Robert Watters. (19)

College administrators attending the meeting were Dr. Willis Lott, President; Dr. Rick Christmas, Vice President for Instructional Affairs; Dr. Hal Higdon, Vice President for Administration; Jerry Bryan, Comptroller; Vice President Mary Graham, Vice President Donnie Taylor, Vice President Houshang Moradmand, Vice President Anna Faye Kelley; Jon Lewis, Director of Development; and Colleen Hartfield, Associate Vice President for Institutional Relations.

Other persons attending the meeting were: Stacy Carmichael, Director of Community Services at the Community Campus; Linda Hill, Developmental Math Instructor at the Perkinston Campus; Paul McKay, Mathematics Instructor at the Jefferson Davis Campus; Gopa Bhowmick, Developmental Math Instructor at the Jackson County Campus; Dean Holleman, College Attorney, Nancy Lee and Gloria Breland, recorders.

Mr. Massengale called the meeting to order and welcomed those present. The invocation was given by Dr. Moradmand. Vice Presidents introduced campus guests who were present for the meeting.

There being a quorum presented, business was transacted as follows:

AGENDA. A motion was made by Delores Sumrall, seconded by Eula Switzer, to approve the agenda as presented. Motion carried unanimously.

MINUTES. A motion was made by Robert Watters, seconded by Geraldine Barnes, to approve Minutes of the February 21, 2001, Board of Trustees meeting with the following correction on page 4027:

Personnel Changes. A. Retirements/Resignations.

CAROLYN PATTERSON, Assistant Women's Basketball Coach, ***Academic Instructor and Head Women's Softball Coach, and*** Wellness Center Director, resignation effective May 31, 2001.

Motion carried unanimously.

BILLS AND ACCOUNTS. Item 1. Bills and Accounts. A motion was made by Thomas Hall, seconded by Delores Sumrall, to approve Bills and Accounts as reflected in the check registers (#01-213). Motion carried unanimously.

INVESTMENT AND INTEREST. A motion was made by Geraldine Barnes, seconded by Gertrude Allen, to approve the report on Investments and Interest with corrections as indicated by Mr. Jerry Bryan (#01-214). Motion carried with J. E. Bryan, Jr., Jimmy Estes and Moreno Jones abstaining.

AWARD BIDS RECEIVED. Item 1. Awards Bids Received. All bid items for the meeting were addressed as separate items on the Agenda (#01-215).

Item 2. Exceptions in Bid Tabulations. There were no exceptions in bid tabulations to be reported (#01-216).

Item 3. Report on Purchases Made on Quotations. Dr. Higdon noted items purchased on quotations as shown in Board Report No. 01-217.

Item 4. Emergency Purchases and/or Single Source Purchases. A motion was made by Jean Peden, seconded by Delores Sumrall, to approve Emergency Purchases and/or Single Source Purchases as shown in Board Report No. 01-218. Motion carried unanimously.

COMMITTEE REPORTS AND PROPOSALS. Item 1. Award Bid – Renovation of Buildings “C”, “E”, “H” and “I”, Jefferson Davis Campus. A motion was made by Robert Watters, seconded by Eula Switzer, to award the bid for renovation of buildings “C”, “E”, “H” and “I”, Jefferson Davis Campus, to K.E.L. Construction Company, at a cost of \$194,170 (#01-219). Motion carried unanimously.

Item 2. Award Bid – Lock and Key Replacement System, Jefferson Davis Campus. A motion was made by Eula Switzer, seconded by Moreno Jones, to award the bid for lock and key replacement system, Jefferson Davis Campus, to Pop-A-Lock, Inc. at a cost of \$14,910 (#01-220). Motion carried unanimously.

Item 3. Reject Bids and Readvertise – Sale of Bus. A motion was made by Delores Sumrall, seconded by Harry Roberts, to reject the bids for Sale of Bus and re-advertise with bids to be received on April 12, 2001 and presented for Board approval at the April 18, 2001 meeting (#01-221). Motion carried unanimously.

Item 4. Advertise for Bids – Sale of Vacant Houses/Duplexes, Perkinston Campus. A motion was made by Jean Peden, seconded by Sylvia Bradley, to approve advertising for bids for the sale of vacant faculty houses and duplexes, Perkinston Campus, with bids to be received on May 8, 2001 and submitted for approval at the May 23, 2001, Board of Trustees meeting (#01-222). Motion carried unanimously.

Item 5. Advertise for Bids – Stadium Weight and Dressing Room Renovations and Heat Pumps, Perkinston Campus. A motion was made by Delores Sumrall, seconded by Clyde Strickland, to approve advertising for bids for the stadium weight and dressing room renovations and heat pumps, Perkinston Campus, with bids to be received May 8, 2001, and presented for approval at the May 23, 2001 Board meeting (#01-223). Motion carried unanimously.

Item 6. Emergency Roof and Gutter Replacement at Megehee Building, Perkinston Campus. A motion was made by Geraldine Barnes, seconded by Sylvia Bradley, to approve the emergency roof and gutter replacement at Megehee Building, Perkinston Campus, by Mandel's Roofing, Inc., at a cost of \$18,863 (#01-224). Motion carried unanimously.

Item 7. Final Acceptance – Dees Hall Renovations, Perkinston Campus. A motion was made by Eula Switzer, seconded by James Estes, to accept the renovations to Dees Hall, Perkinston Campus, as complete and authorize final payment to the contractor and architect (#01-225). Motion carried unanimously.

Item 8. Substantial Completion – Jackson Hall Renovations, Perkinston Campus. A motion was made by Thomas Hall, seconded by Delores Sumrall, to accept the Jackson Hall Renovations, Perkinston Campus, as substantially complete as of February 14, 2001 (#01-226). Motion carried unanimously.

Item 9. College Property Insurance. A motion was made by Earl Gautier, seconded by Delores Sumrall, to approve the renewal of the College Property Insurance with Stewart Sneed Hewes, Inc. (#01-227). Motion carried unanimously.

Item 9A. Extension of Waste Management Contract, Perkinston Campus. A motion was made by Sylvia Bradley, seconded by Patricia Descher, to approve the extension of the current service contract with Waste Management for the disposal of solid waste from the Perkinston Campus through June 30, 2001 (#01-227A). Motion carried unanimously.

Item 9B. Change Order No. 1, Cafeteria and Student Center Renovation, Jefferson Davis Campus. A motion was made by Eula Switzer, seconded by Gertrude Allen, to approve Change Order No. 1, Cafeteria and Student Center Renovation, Jefferson Davis Campus, for \$13,222 and to extend the completion date from January 22, 2002 to March 31, 2002 (#01-227B). Motion carried with Delores Sumrall voting in opposition.

Item 10. Submission of Grant Application to Mississippi Arts Commission, Perkinston Campus. A motion was made by Sylvia Bradley, seconded by Delores Sumrall, to approve the submission of a grant application to the Mississippi Arts Commission, for the maximum amount of \$6,021, to provide a series of arts education workshops and activities at the Perkinston Campus (#01-228). Motion carried unanimously.

Item 11. Virtual Community College Course Fee. A motion was made by Robert Watters, seconded by Eula Switzer, to approve a fee of \$30 per credit hour for students enrolled in MS Virtual Community College courses beginning with the Summer term, 2001 (#01-229). Motion carried unanimously.

Item 12. Donation of Golf Cart Components, Jefferson Davis Campus. A motion was made by James Estes, seconded by Geraldine Barnes, to accept the donation of Golf Cart Components valued at \$600 to the Maintenance/Housekeeping Department at the Jefferson Davis Campus by Coastal Carts of Gulfport (#01-230). Motion carried unanimously.

Item 13. Inservice Training/Professional Development Activities. Dr. Christmas reviewed Board Report No. 01-231.

Item 14. Presentation: Spatial Information Project. Ms. Kelley introduced Mr. Jerry Coleman, Director of the Spatial Information Project. Mr. Coleman made a presentation to the Board noting the major objectives and achievements of the spatial information project.

UNFINISHED BUSINESS. There was no unfinished business to be considered.

NEW BUSINESS. Item 1. Personnel Changes. A. Employment. A motion was made by Delores Sumrall, seconded by Geraldine Barnes, to approve the following employment:

MARY NOVAK-McCAFFERTY, Temporary full-time Associate Degree Nursing Instructor, Jackson County Campus, salary of \$9,623, effective March 1, 2001 through May 15, 2001.

SHARON McEACHERN, Temporary full-time Associate Degree Nursing Instructor, Jackson County Campus, salary of \$8,929, effective March 7, 2001 through May 15, 2001.

Motion carried unanimously.

B. Retirements/Resignations: A motion was made by Delores Sumrall, seconded by Geraldine Barnes, to approve the following employment:

JESSE JACOBS, Mathematics Department Chairperson/Instructor, Perkinston Campus, retirement effective June 30, 2001.

MARY KATHY CLARK, Language Arts Instructor, Jackson County Campus, retirement effective May 31, 2001.

RONNIE MIZELL, Vocational-Technical Counselor, George County Occupational Training Center, retirement effective June 30, 2001.

MIKE BEAGLE, Instructor/Assistant Football Coach, Perkinston Campus, resignation effective May 31, 2001.

GINA EACHER, ADN Instructor, Jackson County Campus, resignation effective February 28, 2001.

Motion carried unanimously.

C. Adjunct and Overload Contracts. A motion was made by Earl Gautier, seconded by Robert Watters, to approve adjunct and overload contracts for Spring Semester 2001, as reported (#01-232). Motion carried unanimously.

D. Continuing Education and Special Contracts. A motion was made by Delores Sumrall, seconded by Gertrude Allen, to approve continuing education and special contracts for Spring Semester 2001, as reported (#01-233). Motion carried unanimously.

E. Appointment of Basketball Coaches for 2001-02. A motion was made by Eula Switzer, seconded by Clyde Strickland, to approve the appointment of Basketball Coaches for 2001-02 as shown in Board Report No. 01-234. Motion carried unanimously.

Item 2. Design and Construction of Sets and Lighting, Perkinston Campus. A motion was made by Clyde Strickland, seconded by Sylvia Bradley, to approve contracting with Kenneth Yocum to design and construct sets and lighting for two productions of the Fine Arts Department, Perkinston Campus, at a cost \$650 (#01-235). Motion carried unanimously.

Item 3. Consultant to Review Recruitment Activities. A motion was made by Delores Sumrall, seconded by Clyde Strickland, to approve contracting with Thomas F. Scarbrough to review and analyze the total college recruitment program, at a cost not to exceed \$5,000 (#01-236). Motion carried unanimously.

Item 4. Second Revision 2000-01 Educational and General Budget. A motion was made by Delores Sumrall, seconded by Earl Gautier, to approve the second revision of the 2000-01 Educational and General Budget as presented, and authorize the president to make expenditures of funds for lawful purpose and in accordance with the adopted budgets and other statutory requirements (#01-237). Motion carried unanimously.

Item 5. Second Revision 2000-01 Auxiliary Fund Budget. A motion was made by Earl Gautier, seconded by Sylvia Bradley, to approve the second revision of the 2000-01 Auxiliary Fund Budget as presented, and authorize the president to make expenditures of funds for lawful purpose and in accordance with the adopted budgets and other statutory requirements (#01-238). Motion carried unanimously.

REPORT BY THE PRESIDENT. Item 1. Activities of the President – February 22, 2001 through March 21, 2001. Dr. Lott called attention to the following items scheduled for the coming month (#01-239):

2. Activities:

Mar	21	Executive Council Meeting
	22	Junior High Math Contest
		Mobile Area Alumni Chapter Meeting
	23-25	Conference Weekend / MS Legislature

- 26 MS Community College Foundation
 - 27 MS Association of Community / Junior Colleges
 - 27-30 Spring Break / Gulf Coast Legislative Week
- Apr 4-5 Hosting State VICA Competition (post secondary/secondary)
- 6 Mississippi Quality Awards Luncheon
 - 12 Executive Council Meeting
 - 13 Good Friday Holiday
 - 18 Board of Trustees Meeting

3. Publications:

- News Clippings
- April Bookmark Calendar
- MGCCC Catalog/2001-2002
- *Community College Journal*

Dr. Lott commented on the (1) legislative budget cuts, (2) revisions to the Board Bylaws, (3) hosting the VICA statewide competition, (4) the Alumni Association Spring Banquet, and (5) the induction of Ms. Sue Ross to the NJCAA Hall of Fame.

REPORT BY THE CHAIRPERSON. Mr. Massengale expressed appreciation to Board members for their attendance at the meeting.

AJOURNMENT. There being no further business, the meeting adjourned for lunch in the Private Dining Room. Guests attending the Board luncheon were: State Delta Epsilon Chi Competition first-place winners and Mr. Bobby Quave, Community Campus retiring employee.

Chairperson

Secretary