

MINUTES OF THE BOARD OF TRUSTEES MEETING OF THE HINDS COMMUNITY COLLEGE DISTRICT

The Board of Trustees of the Hinds Community College District met at 1:00 p.m., October 6, 2021 at the Jackson Academic and Technical Center Campus, by participating in person for those who could attend and by Zoom, a video conferencing, due to the Coronavirus Pandemic. The following members were present:

Mr. Paul Breazeale, President in person
Mr. Donald Oakes, Vice President in person
Dr. Delesicia Martin, Secretary Zoom
Mr. Chad Shealy in person
Dr. Ginger Smith in person
Dr. Homer Burns in person
Mr. Rickey Clopton in person
Dr. Sue Townsend Zoom
Mr. Brad Fountain Zoom
Dr. Sandra Nash in person
Mr. Donald McGowan in person
Dr. Leslie Horton in person

Others present were the President of Hinds Community College, Dr. Stephen Vacik; Mr. John Hooks, Board Attorney; Bill Campbell, District Project Architect; David Creel, Associate Vice President of Workforce Development; members of the Executive Leadership Team: Randall Harris, Vice President of Operations & Student Services; Dr. Keri Cole, Vice President of Instruction/Academic & Transfer; Renee Cotton, Chief of Staff; Sherry Franklin Bellmon, Vice President of Instruction/Career & Technical Education; Dr. Vic Parker, Vice President of Finance; Jackie Granberry, Executive Director of the Foundation; and Colleen Hartfield, Grants and Legislative Liaison.

Call to Order. The Board President called the meeting to order and asked Dr. Homer Burns to open the meeting in prayer. The Board President asked Board members to keep Dr. Williams in their prayers as he was in the hospital last week and is not in attendance today. He also introduced and welcomed new Board member, Dr. Leslie Horton from Copiah County.

Approve September 8, 2021 Minutes. Upon motion by Dr. Burns, seconded by Dr. Smith, the Board voted unanimously to approve the minutes of September 8, 2021, as mailed. A copy is on file and made a part of the minutes of the meeting.

Budget Summary. Mr. Oakes reported the Finance Committee is already looking at financing the institution next year. Finance Committee meetings will be planned. Mr. Oakes asked Dr. Parker to present the Budget report. Dr. Parker reported after completing three months into the fiscal year we are projected to be at 75% of the budget remaining for the fiscal year. We have 76.63% remaining which is 1.63% ahead at this time.

Claim Dockets and Architects' Estimates. Dr. Vic Parker reported at the end of September we had \$8,094,292.40 in the cash account. We had \$2,000,041.10 in the Money Market account and approximately \$8 million in the Raymond James account. Our net position at the end of September 2021 is \$18,111,158.63.

Expenditures for the month of September were \$4,304,132.00. September was one of the larger months for Fund 1 at \$1,031,860.00. There was a brief discussion regarding the remaining funds from the CARES Act.

Following a complete and thorough discussion of the Claim Dockets and Architects' Estimates and upon motion by Mr. Shealy, seconded by Dr. Burns, the Board voted unanimously to approve the Claim Dockets and Architects' Estimates.

Approve Bid Log. Dr. Parker reported there is one bid to bring to the Board. Bid #3222 is a reverse auction bid for a Vx Rail Project. This is for IT infrastructure. The supplier is CDW and the winning bid is \$495,903.02 which will be funded with HEERF monies.

Following complete and thorough discussion and upon motion by Mr. Shealy, seconded by Dr. Burns, the Board voted unanimously to approve the Bid Log.

Property Recommend Surplus to the Needs of the College. Following discussion, and upon motion by Mr. Clopton, seconded by Mr. Shealy, the Board voted

unanimously to allow the College President to dispose of the salvaged property by any legal means. Copies of this property are on file and made a part of the minutes of the meeting.

Approve Tele-Work Policy. The College President reported this policy was provided to the Board for review and comment in last month's Trustee meeting. Ms. Cotton briefly reviewed the policy and stated the purpose of the policy is to have a process by which employees would sign to understand what the requirements were if they were asked to work from home. The Board Attorney has reviewed the policy and made recommendations and those are included in this submission.

Upon motion by Mr. Shealy, seconded by Mr. Clopton, the Board voted unanimously to approve the Tele-Work Policy.

Approve Proposed Holiday Additions. The College President reported the federal government recognized Juneteenth last year. Hinds was not able to do this due to scheduling but feel it is appropriate to do so. We are asking for Board approval to include Juneteenth in the approved list of holidays. Also, we are asking that President's Day be officially added to the approved holidays list.

Upon motion by Dr. Burns, seconded by Mr. Shealy, the Board voted unanimously to approve adding Juneteenth and President's Day holidays to the official approved list of holidays.

Recommend Personnel. The College President reported there is one new instructor to recommend for Board approval. **After thorough discussion and upon motion by Dr. Smith, seconded by Mr. Clopton, the following personnel were unanimously approved by the Board of Trustees.**

Richard Parker, Psychology Instructor, Utica Campus, replacing Gloria Daniels, salary \$48,238.00, employment effective date October 1, 2021

Approve Change Order #3 (CREDIT). Mr. Campbell reported this is a small deduct change order on Sheffield Woolley. It involves a credit of \$258.50 for not installing two exterior lights on the north stair tower of the project. The college has taken possession of the two exterior lights and will use them on an additional project in the future.

Upon motion by Mr. Shealy, seconded by Dr. Smith, the Board voted unanimously to approve Change Order 3 (CREDIT).

President's Report. There being no further business to come before the Board, the Board President called on the College President for his report.

Board Briefing. The College President referred the Board to the handout in their binders. The College President briefly highlighted the following topics from the Board Briefing:

- Introduction of Mr. David Creel who has assumed most of the responsibilities of Dr. Chad Stocks before his passing.
- Brief overview of the President's Goals.
- October 28 is the Maritime Center of Excellence Launch scheduled for 10:00 a.m. at the Vicksburg Campus.
- Brief overview of Project Updates-JATC WIN Job Center, P3 Utica Residence Hall and two Vision Projects for the Rankin Campus.
- The Athletic Vision Project will be brought to the November Board meeting.
- Legislative events are scheduled for: **October 28, 2021** 8:30 a.m. at the George Oakes Building, Vicksburg Campus; **October 29, 2021** 8:30 a.m. at the Muse Center, Rankin Campus; **November 9, 2021** 8:30 a.m. at the Bivins Building, JATC Campus; and **November 10, 2021** 8:30 a.m. at the Eagle Ridge Conference Center, Raymond Campus.
- Colleen Hartfield gave a brief update on the PBI Grant. Last Thursday we received a Grant Award Notification that we will have a PBI Grant for \$833,000.00 for the next five years.
- Special Events: October 7 is the Thursday Night Lights recruiting event; October 14 is the Foundation Golf Tournament; October 17 – 22 is Utica Homecoming Week; October 18 – 22 is Raymond Homecoming Week; and October 21 is Sports Hall of Fame in Cain Cochran Hall.
- The College President presented Dual Credit information from the Mississippi Association of Community Colleges Presidents meeting that was held last week.
- The College President reported he got a call Monday from a local Foundation which has given Hinds scholarship money in the past. The chair of the Foundation stated they had a banner year and are sending us another \$100,000.00 for student scholarships.

- The College President gave an update regarding the purchase of the property on the corner lot across from Fountain Hall. After conversations with the owners, it was decided the asking price is out of our reach.

Executive Leadership Team Updates. The College President reported the members of the Executive Leadership Team are present. A copy of their report has been provided for review. The College President asked if the Board of Trustees had any questions for ELT members. There were no questions or comments.

Enrollment Report. Mr. Randall Harris reported FTE is down 8.3%. Headcount is down 4.5%. Enrollment is down in all Mississippi Community Colleges.

Dates. November 3, 2021 – the Board of Trustees meeting will be held at the Eagle Ridge Conference Center.

Committee Reports. (Reporting Committee Chairpersons must submit committee minutes prior to the Committee Board of Trustees meeting.)

- A. Academic Committee.** No report
- B. Athletics Committee.** No report
- C. Facilities Committee.** Mr. Harris presented a report during the President's Board Briefing
- D. Finance Committee.** No report
- E. Legislative Committee.** Dr. Burns reported the Committee has met twice and asked for everyone to be on the lookout for legislation that might affect Hinds and bring to the attention of this committee.
- F. Personnel Committee.** No report

Other Business. Mr. Oakes recognized Ms. Jackie Granberry as she has announced her retirement January 2022.

Dr. Leslie Horton stated she is honored to serve on the Board of Trustees for Hinds Community College.

There was no other business and the Board President announced we stand adjourned at 2:20 p.m.



Mr. Paul Breazeale, President



Dr. Delesicia Martin, Secretary