

## 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., April 7, 2021 at the Rankin 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  
Dr. Delesicia Martin, Secretary Zoom  
Mr. Donald Oakes in person  
Mr. Chad Shealy in person  
Dr. Ginger Smith in person  
Dr. Nonya Thrasher in person  
Dr. Homer Burns Zoom  
Dr. Cardell Williams in person  
Mr. Rickey Clopton in person  
Dr. Sue Townsend in person  
Dr. John D. Calhoun in person  
Mr. Donald McGowan in person

Others present were the President of Hinds Community College, Dr. Stephen Vacik; Mr. Ben Piazza, Board Attorney; Bill Campbell, District Project Architect; members of the Executive Leadership Team: Randall Harris, Vice President Operations & Student Services; Dr. Keri Cole, Vice President Instruction/Academic & Transfer; Sherry Franklin, Vice President Instruction/Career & Technical; Dr. Chad Stocks, Vice President Workforce & Community Development; Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison; Jackie Granberry, Executive Director Foundation; Renee Cotton, Chief of Staff; Colleen Hartfield, Grants & Legislative Liaison; Andrea Janoush, Vice President for Human Resources and Dr. Vic Parker, Vice President Finance.

**Call to Order.** The Board President called the meeting to order and asked Ms. Renee Cotton to call roll and Mr. Donald Oakes to open the meeting with prayer.

**Approve March 3, 2021 Minutes.** Upon a motion by Dr. Smith, seconded by Dr. Calhoun, the minutes of March 3, 2021, were approved as mailed. A copy is on file and made a part of the minutes of the meeting.

**Claim Dockets and Architects' Estimates and Bid Log.** Dr. Vic Parker reported as of this morning we have \$10,389,539.13. in cash assets and \$5,000,293.14 in investments for a total of \$15,389,832.27.

Dr. Parker reported the total expenditures for March were \$4,484,112. Dr. Parker reported he had to expend \$660,370.20 to the Hinds County Board of Supervisors for the months June 2020 through October 2020. Of the \$4,484,112., \$660,370.20 is the payment to the Hinds County Board of Supervisors.

Dr. Vic Parker reported there are two bids in the packet of information but for the record, Bid 3208 does not need to be included in the vote. There will be further discussion on this bid. The only bid we will proceed on is Bid 3209. This is for repairs to the former high school on the Utica Campus. It is grant funded. The budget is \$487,000. The low bid came in at \$468,400. That is the low bid that will be approved. **Following complete and thorough discussion of the Claim Dockets, Architects' Estimates and Bid Log and upon a motion by Dr. Calhoun, seconded by Dr. Smith, the Claim Dockets and Architects' Estimates and Bid Log were unanimously approved.**

**Approve Budget Summary.** Dr. Vic Parker reported at this time, we have three months of the budget remaining in our budget cycle. We should have 25% of the budget remaining. Currently, we have 35.83% budget remaining.

**Recommend Personnel.** There are no new personnel for recommendation.

**Approve Social Media Policy.** Dr. Stephen Vacik reported that due to concerns with people posting things, particularly as it pertains to the college and on behalf of the college, the Social Media Policy has been tweaked. The policy will balance with first amendment rights. With the help of Vice President of Human Resources, Andrea Janoush and advisement from Mr. Ben Piazza, the policy has been carefully reviewed and is now more specific. The Social Media Policy is being presented for Board approval. **After discussion and upon a motion by Mr. Oakes, seconded by Mr. Shealy, the Social Media Policy was unanimously approved.** A copy is on file and made a part of the minutes of the meeting.

**Committee Reports.** The Board President asked if any committee had a report for today.

**Academic Committee,** Mr. Shealy reported the committee had an encouraging meeting. Several conversations revolved around equity across campuses, course offerings, and ensuring the quality of work of employees which are being paid based on academics. The committee also discussed opportunities to govern professional development of adults around the assessments and needs of the supervisors. The committee discussed creating opportunities to move forward on certifications, personnel, and CEU's for districts around teacher training. The committee discussed ideas to come up with a consistent way to have an annual report to keep the Board up to date on what is being done.

**Athletics Committee,** Dr. Smith asked the Board members to refer to Randall Harris's report regarding athletics. The Athletic Director search is currently in the application process and is expected to close early April and during April, a committee will select candidates to interview. The plan is to select the new Athletic Director with the employment effective date being June 1, 2021.

**Facilities Committee**, Dr. Calhoun reported the committee had met and discussed the possibility of a WIN Job Center at the Jackson Academic/Technical Center on the Jackson Campus. The Feasibility Study was also discussed. There were concerns voiced from the last Board meeting (Baseball Field). This is moving forward with an RFP and RFQ. The committee also discussed building naming recommendations for the Utica Campus. A process has been established for the committee to work together with Administration and Foundation. The committee has agreed upon a recommendation and is ready to put the recommendation on the May 5, 2021 Board of Trustees meeting agenda. The four names being recommended will be: Dr. Shirley Hopkins Davis, Mr. Charles Bell, Mr. Robert Strong, and Ms. Ellestene Turner.

**Finance Committee**, Mr. Breazeale gave a brief report in Mr. Sullivan's absence. The budget will be sent to the Board between now and the May 2021 meeting. The budget will be voted on at the May 5, 2021 Board of Trustees meeting. There are two things to be concerned about:

1. Build the fund balance
2. Compensate our people

**Personnel Committee**, Dr. Martin reported the committee met and reviewed the Board Self-Assessment as well as the Presidential Evaluation and the Presidential Survey that will be sent out to various individuals within the college. Dr. Burns and Mr. Sullivan approved the surveys and evaluations and the Personnel Committee is presenting three documents - Board Self-Assessment, Presidential Evaluation, and the Presidential Survey to the Board of Trustees for approval. Upon approval by the Board, the evaluations will go out April 12, 2021 and will be due back April 23, 2021. **After discussion and upon a motion by Mr. Shealy, seconded by Dr. Williams, the Board Self-Assessment, Presidential Evaluation, and the Presidential Survey were unanimously approved.** Copies

of the three documents were given to Board members during the meeting and will be on file and made a part of the minutes of the meeting.

Dr. Martin reported five RFP's have been received from the General Council request. A Zoom session will be planned to review the information. A meeting will be held May 5, 2021 at 10:00 before the Board meeting to determine the finalist to interview. Final results and a recommendation will be presented to the Board at the June 2021 Board of Trustees meeting.

**Approve Change Order #5-2018 Sheffield-Woolley Structural Repairs/ Additions – REBID II.** Mr. Bill Campbell reported this is the last change order for the Sheffield-Woolley stair tower #1 and is almost \$5,500. When the General Contractor started excavating the existing stair tower the existing conditions were different. The change order represents the additional cost of the concrete and drainage to get it back to where it should have been. It does not extend the completion date of May 11, 2021. **After discussion and upon a motion by Dr. Calhoun, seconded by Dr. Smith, the Board voted unanimously to approve Change Order #5.**

**Property Recommend Surplus to the Needs of the College.** Following discussion, and upon a 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.

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

A. First Year Goals Update. The College President reported the first year goals were:

Establish One College Concept/Create Unity Across Campuses (on-going).

Review and Update the Planning Processes (complete by fall 2021).

Establish Financial Stability (on-going).

Comprehensive Review of Programs (not achieved, but will be a goal for FY22).

Dr. Vacik shared a miscellaneous list of accomplishments by Hinds during FY21.

A copy of Vacik Goals for 2020 was given to Board members during the meeting and will be on file and made a part of the minutes of the meeting.

Dr. Vacik answered questions from the Board regarding the One College Concept and also shared information regarding finding job opportunities for all full-time employees at the Hinds Bookstore. Dr. Vacik reported to the best of his knowledge everyone who was a 100% full-time employee has either found employment with us or with Barnes & Noble. Also discussed was the hope to create a position of Diversity Officer and also the Workforce Engagement Council in Vicksburg.

<b>B. Dates.</b>	April 30 2021	Retiree Luncheon at the Muse Center 12:30 p.m.
	May 7 2021	Employee Appreciation at the Eagle Ridge Conference Ctr. 2-4:00 p.m.
	May 13 2021	Spring Graduation – Muse Center
	May 15 2021	Spring Graduation – Utica Campus

**C. 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.

**D. Healthy at Hinds.** Randall Harris reported impacts to the college are low. We are preparing to look at the protocols for the spring semester and hopefully relax those to some degree for the summer and fall semesters. Healthy at Hinds looks better today than it did two or three months ago.

**E. Enrollment Report.** Randall Harris reported enrollment is down 17%. CARES Act and CRRSA money has provided a means to do dynamic things that will impact our enrollment. By the end of the week we are planning to announce that Hinds will offer twelve hours of tuition, fees, and books free to our students this summer. Hinds is planning to do a Gap Grant for fall 21 and spring 22. That would mean twelve free hours for the summer semester and to some level, free for fall 21 and spring 22.

**F. Miscellaneous.** The College President reported Board members may pick up a binder from Renee Cotton with information about the bonding company, Crews & Associates.

Dr. Vacik shared, with the Facilities Committee, an artist rendering for the WIN Job Center at the Jackson Campus. Estimated cost is \$6,000,000. We can't even approach having a WIN Job Center for Hinds County on our campus if we don't have a place and we won't have a place if we don't have the resources. Dr. Vacik reported if we want to move forward on this, he will need to meet with the Board of Supervisors. Mr. Breazeale stated he felt the consensus is to move forward with the planning process for the WIN Job Center in Hinds County.

Mr. Breazeale brought handout 7 to the attention of the Board. The Board of Trustees briefly discussed the Legislative update included in handout 7.

### **Other Business**

**A. Required Statement of Economic Interest (Ethics Commission).** Renee Cotton reported she emailed copies of the Required Statement of Economic

Interest to everyone and brought copies. These are due by May 1, 2021. It is a regulatory requirement. If you have difficulty getting on-line, Renee will be glad to work with you individually.

Dr. Calhoun voiced he liked meeting at the Rankin Campus and would like the Board of Trustees to rotate the meetings at different Hinds locations. Dr. Vacik stated he would like to consider rotating every other month.

**Executive Session.**

**Upon a motion made by Dr. Calhoun, seconded by Mr. McGowan, the Board unanimously voted to go into a closed session to discuss going into an Executive Session.**

**Upon a motion made by Dr. Calhoun, seconded by Mr. Shealy, the Board unanimously voted to go into Executive Session to discuss a property matter.**

**Upon a motion made by Dr. Calhoun, seconded by Dr. Williams, the Board unanimously voted to authorize the College President to proceed with considering the purchase of the property.**

**Upon a motion made by Dr. Calhoun, seconded by Dr. Williams, the Board unanimously voted to come out of executive session.**

The meeting was adjourned by the Board President.

  
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Mr. Paul Breazeale, President

  
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Dr. Delescia Martin, Secretary