

## **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., March 3, 2021, 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 in person  
Mr. Dale Sullivan, Vice President in person  
Mr. Donald Oakes in person  
Mr. Chad Shealy in person  
Dr. Ginger Smith in person  
Dr. Nonya Thrasher in person  
Dr. Homer Burns in person  
Dr. Cardell Williams in person  
Mr. Rickey Clopton in person  
Dr. Sue Townsend Zoom  
Dr. John D. Calhoun Zoom  
Mr. Donald McGowan in person  
Mr. Brad Fountain Zoom

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 Dr. Homer Burns to open the meeting with prayer and Renee Cotton to call roll. The Board President announced a new category, Other Business, has been added at the end of the agenda.

**Approve February 3, 2021 Minutes.** Upon a motion by Dr. Smith, seconded by Dr. Burns, the minutes of February 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.** Following complete and thorough discussion of the Claim Dockets and Architects' Estimates and upon a motion by Mr. Sullivan, seconded by Dr. Williams, the Claim Dockets and Architects' Estimates were unanimously approved. Dr. Vic Parker reported we currently have \$4 million in investments and \$11.1 million in cash for a total of \$15.1 million.

Dr. Parker reported the total expenditures for February 2021 were \$2,598,778. Fund 1, unrestricted fund, total was \$687,000. The majority of the February spending was spent in Fund 2, grant funds. The total was \$1,387,000. Of the \$2.6 million spent, \$1.4 million came from grant funds.

**Approve Budget Summary.** Dr. Vic Parker gave the following report:

At this time, we should have four months of the budget remaining in our budget cycle. We should have 33% of the budget remaining. Currently, based on the revenue and budgets set back in June, we are at 44%.

**Approve Bid Log.** Dr. Vic Parker reported there are two items to bring to the Board's attention.

**Sole Source** – Dr. Parker reported this is for a secondary automotive course in the Automotive Program. It is for software that can only be purchased from one vendor. It is for 3-D modeling of automotive services software. The total price is a little under \$5,400. This is being purchased for a Career/Technical Program and will be reimbursed by Perkins Funding. **After discussion and upon a motion made by Mr. Sullivan, seconded by Dr. Burns, this Sole Source purchase was unanimously approved by the Board of Trustees.**

**Bid** – Dr. Parker reported this bid is for the Sheffield-Woolley Phase 2 project. Originally, \$400,000. was budgeted. The Phase 2 bid came in at \$319,535. This will be the bid awarded. The project is scheduled to begin after spring break upon Board of Trustees approval. **After discussion and upon a motion made by Mr. Sullivan, seconded by Dr. Burns, this Bid was unanimously approved by the Board of Trustees.**

**Recommend Personnel.** The College President reported there are six new personnel to recommend to the Board of Trustees. **After discussion and upon a motion by Dr. Smith, seconded by Dr. Burns, the following personnel were unanimously approved by the Board of Trustees.**

**Grenisha Young**, Associate Degree Nursing Instructor, Nursing Allied Health Center Campus, replacing Devinna Bahadur, Salary \$62,635.00, employment effective February 8, 2021.

**Vanda Brumfield**, Dean of Instruction, Raymond Campus, Salary \$75,000.00, employment effective February 15, 2021.

**Clifton Newell**, Hinds County Career and Technical Center Director, Raymond Campus, replacing Stacy Carmichael, Salary \$84,000.00, employment effective March 1, 2021.

**Basil (Chad) Chisholm**, Writing Center Coordinator, Vicksburg Campus, replacing Carmen Abston, Salary \$55,249.00, employment effective March 1, 2021.

**Nichole Davis**, Mathematics Interventionist, Utica Campus, replacing Maricha Neal, Salary \$42,500.00, employment effective March 1, 2021.

**William Armstrong**, Executive Director of Information Technology, Raymond Campus, replacing Hamp Shive, Salary \$105,000.00, employment effective March 22, 2021.

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

**Academic Committee**, Mr. Shealy reported he had a fantastic meeting with Ms. Sherry Franklin and discussed the appropriate people to be on the Academic Committee. The first meeting had to be postponed due to the ice storm. Some of the topics of discussion were around the area of dual credit and the fact that Hinds has led the way. Mr. Shealy shared several examples of how junior colleges change lives. Another topic was quality of instruction and how to verify that within a college system. Also discussed was alignment of course work and equity of that system across campuses. These topics will be included on the agenda at the next Academic Committee meeting.

**Athletics Committee**, Dr. Smith stated the ELT report Randall Harris submitted gave very descriptive information about what is going on in the Athletic department. **Dr. Smith reported she would like to make a motion that a Resolution and reception be given to Coach Gene Murphy for his years of service at Hinds Community College. After discussion Mr. Sullivan seconded the motion and the Resolution was unanimously approved by the Board of**

**Trustees.** A copy of the Resolution is on file and made a part of the minutes of the meeting.

**Facilities Committee,** Dr. Calhoun attended today's meeting by Zoom and asked Ms. Cotton to report the Facilities Committee meeting information to the Board of Trustees. Ms. Cotton reported there was a lot of discussion regarding naming opportunities that had been presented. Based on the committee recommendation, it was decided to go back and look at procedures that were in place as it relates to having The Foundation and Community Relations involved in doing research on naming opportunities. This research has been done. A recommendation has been put together and will be submitted back to the Facilities Committee. Dr. Calhoun and Ms. Cotton will make an announcement about a date so the Facilities Committee can review this recommendation. The committee will make a final determination and bring that back to the Board of Trustees for consideration. Mr. Shealy asked if any work had been done to the baseball field and the water problems. Dr. Calhoun has scheduled a meeting for March 23 at 9:00 a.m. to discuss what we need to do to move forward on this. Mr. Shealy made a recommendation to speak with the baseball coaches as they have done some work around a plan and then research funding opportunities. The College President then asked Mr. Moak to share information regarding the baseball field water problem and what has been done.

**Finance Committee,** Mr. Sullivan reported the Finance Committee met February 25, 2021 for discussion on a recommendation for tuition and fees for FY22. After discussion the recommendation is that we increase full-time tuition from \$1600.00 to \$1750.00. The part-time tuition recommendation is to increase \$125.00 to \$150.00. The committee also is recommending to increase the meal plan cost from \$1090.00 to \$1150.00. **After discussion and upon a motion by Mr.**

**Sullivan, seconded by Mr. Oakes, the tuition and fees increase was unanimously approved by the Board of Trustees.**

**Personnel Committee**, Dr. Martin reported she and Ms. Cotton completed the RFP for our counsel. The RFP was distributed to the Board of Trustees for review. The RFP was released February 22, 2021 and is due back on March 23, 2021 to be able to bring a recommendation back to the Board of Trustees at the May 2021 meeting.

Dr. Martin also reported she has communicated with ACCT and a timeline has been established to complete the Presidential Evaluation as well as the Board Self-Assessment. The cost for the entire process will be approximately \$10,000.00. The entire process will hopefully be completed no later than June 1, 2021. Dr. Martin's recommendation to the Board of Trustees is to move forward with ACCT completing the Presidential Evaluation and the Board Self-Assessment. **After discussion and upon a motion by Dr. Martin, seconded by Mr. Shealy, the Board of Trustees voted unanimously to move forward with ACCT to complete the Presidential Evaluation and the Board Self-Assessment.**

**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. Dates**      March 15-19

Spring Break (College Closed March  
17-19, 2021)

**B. 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. At the request of the College President, Dr. Cole updated the Board of Trustees about the PTK REACH Award. Ms. Hartfield updated the Board about our Hinds Cares Day that is planned for this Friday. Randall Harris gave a brief report about the college plans for Spring Graduation in May. The College President asked if the Board of Trustees had any questions for ELT members. There were no other questions. The College President introduced Ms. Andrea Janoush, our new Vice President of Human Resources. Copies of the reports are on file and made a part of the minutes of the meeting.

**C. Healthy at Hinds.** Randall Harris reported the Governor has lifted the Executive Order for all county mask mandates and businesses can now operate at full capacity. Mr. Harris reported we are not changing our protocol for the college. Mr. Harris reported we are at an all-time low of impact for students and employees which could be a result from the ice storm. We have one digit numbers for employees and students, isolated or quarantined.

**D. Enrollment Report.** Randall Harris reported enrollment is down 14.9%. The majority of other colleges are also down. This will impact state appropriations.

**E. Policy Correction.** Renee Cotton reported there are two items to bring to the attention of the Board of Trustees:

Substantive Change Policy – In the Policy Manual the Board approved in January 2021, the most updated Substantive Change Policy was not included. This is not a change in the policy but just a correction to the Manual. **After discussion and upon a motion by Dr. Smith, seconded by Mr. Oakes, the Board of Trustees voted unanimously to approve the update on the Substantive Change Policy**

**in the Policy Manual.** A copy of the Substantive Change Policy is on file and made a part of the minutes of the meeting.

Holidays – The Memorial Day Holiday was not included on the individual listing in the Policy Manual. Memorial Day has been a holiday at the college for many years. Memorial Day was added to the official list of holidays. **After discussion and upon a motion by Mr. Chad Shealy, seconded by Dr. Smith, the Board of Trustees voted unanimously to approve the Memorial Day Holiday and any other days deemed necessary by the President upon consultation with the Board of Trustees to be listed in the Policy Manual.**

**Miscellaneous.** The College President reported we are nearing completion on the renovation and relocation of the WIN Job Center in Rankin County to our Rankin Campus. This should take place in April 2021 and an Open House will be scheduled to show the facility to the community. We would love to include the Board of Trustees in this event. The College President asked the Board if they would be interested in having the April 7, 2021 Board of Trustees meeting at the Rankin Campus. This way the Open House could be scheduled before the Board meeting or directly after the Board meeting. **After discussion and upon a motion made by Mr. Sullivan, seconded by Dr. Burns, the Board of Trustees voted unanimously to schedule the April 7, 2021 Board of Trustees meeting at the Rankin Campus either before or after the Open House.**

The College President also reported we are working on drawings to see what a potential WIN Job Center would look like at the Jackson Academic and Technical Center (Bivins Building). We hope to have plans drawn up within the next couple of weeks. The goal is to get this to the Hinds County Supervisors to talk about financial support for this project. We have had conversations with CMPDD and they have encouraged us to pursue this. Mr. Breazeale stated this will probably need to go through some committee. Dr. Martin made a recommendation that



projects dealing with facilities be presented to the Facilities Committee and then the Facilities Committee bring to the Board of Trustees. The College President stated we can certainly discuss this with our Facilities Committee.

The College President announced the Holtzclaw Museum at the Utica Campus will have a ribbon cutting coming up in a few weeks. We do not have an exact date yet but as soon as we have that information we will get that to you. The plan right now is to have a virtual ribbon cutting.

**Other Business**

Mr. Shealy wanted to thank Ms. Sherry Franklin for the visit he received from her the other day.

**Adjournment.** There being no further business to come before the Board of Trustees, the Board President adjourned the meeting.



Mr. Paul Breazeale, President



Dr. Delesicia Martin, Secretary