

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., November 3, 2021 in the President's Board Room, Raymond 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. Sandra Nash in person
Dr. Leslie Horton in person
Dr. John D. Calhoun in person

Others present were the President of Hinds Community College, Dr. Stephen Vacik; Mr. John Hooks, Board Attorney; Bill Campbell, District Project Architect; 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; Colleen Hartfield, Grants and Legislative Liaison; Andrea Janoush, Vice President of Human Resources; and Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison.

Call to Order. The Board President called the meeting to order and asked Dr. Homer Burns to open the meeting in prayer and Renee Cotton to call roll.

Introduction of Hinds Heroes. The Board President asked Jackie Granberry to introduce Hinds Heroes. Twelve Hinds Heroes were selected and Ms. Granberry asked each one to introduce themselves to the Board.
Rosie McElroy Brown, Career Student Services Coordinator Instructor, Raymond

Samuel "Shane" Brown, Adult Recruiter, Jackson ATC
Ronny Bunch, Plant Technician, Vicksburg/Warren
Tamisha Johnson, Assistant Director of Technology, Raymond
Deborah McCollum, Honors Institute Dean, Raymond
Sandra Mazingo, CTE Building Coordinator/Administrator Assistant, Rankin
Lillie Pollard, Administrative Assistant for Academic Dean, Raymond
Dr. Jennifer Rodgers, Instructor/Director of Student Success Center, Raymond
Tammy Helton Smith, Director of the Muse Center, Rankin
Cassie Varnell, Instructor/Student Success Center Coordinator-Supplemental Instruction
and Tutoring Program, Rankin
Melissa Washburn, Agriculture Department and Vet Tech. Administrative Assistant,
Raymond
Pamela Williams, Director Education Talent Search, Utica

Approve Emeritus Recommendations. Jackie Granberry reported that seven people were nominated with two selected. The Selection Committee is presenting these two individuals for Board approval:

Dr. George E. Barnes

Mrs. Colleen Hartfield

Upon motion by Dr. Calhoun, seconded by Mr. Shealy, the Board of Trustees voted unanimously to approve Dr. George E. Barnes and Mrs. Colleen Hartfield for Emeritus Status.

Presentation of National Track Winner. Randall Harris recognized Coach Reggie Dillon to introduce our National Track Winner, Breanna Brown-Marshal. She is the 2020 National Champion in high jump.

Approve October 6, 2021 Minutes. Upon motion by Dr. Burns, seconded by Mr. Shealy, the Board voted unanimously to approve the minutes of October 6, 2021, as mailed. A copy is on file and made a part of the minutes of the meeting.

Budget Summary. Mr. Oakes asked Dr. Parker to present the Budget report. Dr. Parker reported after completing four months (one-third) into the fiscal year we are projected to be at 66.67% of the budget remaining for the fiscal year. We have 69.55% remaining which is 2.8% plus at this time.

Claim Dockets and Architects' Estimates. Dr. Vic Parker reported our position as of October 31, 2021 is \$4,061,000.00 in cash. We had a little over \$2 million in the Money Market account and \$7,998,191.57 in the Raymond James account. Our total net position is \$14,206,141.20 as of October 31, 2021.

Expenditures for the month of October were \$2,527,100.00. Of that \$835,628.00 were Fund 1 (General) expenses (33%). Fund 2 (Grants) expenses were \$975,463.00 (39%). For the last three months the majority of the Fund 2 expenses have come from our HEERF fund.

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

Approve Bid Log. Dr. Parker reported there are four items to bring to the Board. Bid #3223, Nursing/Allied Health Center Elevator Improvements, Robertson Construction, Ridgeland for \$182,000.00. This project will be funded through MCCB monies.

Following discussion and upon motion by Dr. Calhoun, seconded by Mr. Oakes, the Board voted unanimously to approve Bid #3223.

Bid #3224, Reverse Auction for mobile bleachers, Kay Park Rec Corp, Janesville, Iowa for \$219,956.00. This project will be funded by HEERF funds.

Following discussion and upon motion by Dr. Calhoun, seconded by Mr. Shealy, the Board voted unanimously to approve Bid #3224.

RFQ #1023 Scoring Table, Architectural Services, we received eight companies that put a bid in, five of those companies qualified based on the table. Some of these funds may be officially used as HEERF funding, therefore we need this as a part of the approval process.

Following discussion and upon motion by Mr. Oakes, seconded by Mr. Shealy, the Board of Trustees voted. The motion passed with one vote to abstain by Dr. John Calhoun.

Sole Source. Dr. Parker reported in 2007 the Veterinary Technology Program at Hinds Community College purchased a ProCyte Hematology Analyzer. It is used to do blood tests. It was purchased from a vendor called IDEXX using the proper procedures. This is a specific software used by veterinary technology. Hinds students are trained on this equipment. We verified with IDEXX that on January 2, 2015 they no longer allowed suppliers to sell their equipment. Therefore, they are an exclusive supplier for this product in America. Research was done to see if there were any other avenues to purchase this product. IDEXX is the sole proprietor.

Following discussion and upon motion by Dr. Calhoun, seconded by Mr. Oakes, the Board voted unanimously to approve the Sole Source.

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.

Recommend Personnel. The College President reported there are four new instructors to recommend for Board approval. **After discussion and upon motion by Dr. Calhoun, seconded by Mr. Shealy, the following personnel were unanimously approved by the Board of Trustees.**

Maria Chavez, Dental Assisting Technology Instructor, Nursing/Allied Health Center Campus, replacing Mary Milone, Salary \$42,212.00, employment effective date November 1, 2021

Alicia Harbour, Dental Assisting Technology Instructor, Nursing/Allied Health Center Campus, replacing Misty Mohr, Salary \$49,223.00, employment effective date November 1, 2021

Charlotte McFarland, EMS Instructor, Nursing/Allied Health Center Campus, replacing Jon Harmount, Salary \$48,444.00, employment effective date November 1, 2021

DeShanna Dixon, English Facilitator, Utica Campus, replacing Amie Smothers, Salary \$40,000.00, employment effective date November 1, 2021

Approve Change Order-Schedule 1 Install Storm Drain & Sanitary Sewer, John Bell Williams Airport – Bill Campbell reported this is an existing project and is in anticipation of a new hangar on adjoined property with MS Forestry Commission. This will add \$29,600.00 to the existing contract and five working days to the contract. Total contract working days is fifty.

Upon motion by Dr. Calhoun, seconded by Mr. Clopton, the Board voted unanimously to approve the Change Order for the John Bell Williams Airport.

Approve Change Order Project 3199 2020 Fountain Hall Improvements (Decrease). Bill Campbell reported this is a deduct change order of \$16,884.00 in finishing the office space in Fountain Hall.

Upon motion by Dr. Calhoun, seconded by Mr. Shealy, the Board voted unanimously to approve the deduct Change Order in finishing the office space in Fountain Hall.

Approve Change Order 2 New Tennis Court Addition-Rebid. Bill Campbell reported this change order is to add \$16,896.00 and 105 calendar days to the contract. This is as a result of having bad dirt under the existing tennis court and also the City of

Raymond had a storm drainage pipe break, therefore the site was continually wet. Please note even if the 105 calendar days are added to the project the official contract date is only October 13, 2021 and we are on November 3, 2021. There will be another change order that will adjust additional time. This project should be finished by Christmas.

Upon motion by Mr. Clopton, seconded by Mr. Shealy, the Board voted unanimously to approved Change Order 2, New Tennis Court Addition-Rebid.

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:

- The Maritime Launching event went well last Thursday at the Vicksburg Campus
- Staff recognition – Allison Stafford won the MS Humanities Teacher Award from the MS Humanities Council; Mary Beth Applin received the Outstanding Service Award from the MS Libraries Association; Josh Bower was appointed to serve on the State Rehabilitation Council by Governor Tate Reeves
- Graduation Outcomes Increase – Degree completion within 150% of expected time to graduate increased from 26.7% in 2017 to 38% in 2019
- Athletics – Hinds football team will play East MS Community College in Scooba this Saturday afternoon at 2:00 p.m. for the semi-final game of the MS Association of Community Colleges conference playoffs
- Our Soccer Team competed in the playoffs and won in sudden death.

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.

Update on the Utica Residence Hall Project. The College President reminded the Board of the conversations we have had for the need to improve the facilities on the Utica

Campus with the company P3. After researching, there are some legal issues that have caused us to put this project on pause, maybe even a stop. The College President asked John Hooks to share his findings. Mr. Hooks reported we have participated in telephone calls with P3. There are still concerns in moving forward with the P3 project. The College President stated since we are putting the P3 project on pause right now, we are developing a plan to make the conditions of the facilities at the Utica Campus better. Marvin Moak shared a Power Point presentation with current images of the facility conditions on the Utica Campus and the plans for improvements. A copy of this presentation is on file and made a part of the minutes of this meeting.

Enrollment Report. Randall Harris reported FTE is down 10%. Headcount is down 6.5%. The Hinds mask mandate for indoors has been lifted. The Covid19 impact for Hinds students and employees is minimal at this time. There is a meeting scheduled with Dr. Dobbs next week regarding the Spring 2022 protocols.

Miscellaneous. The College President asked the Board to put these two items on their calendar:

July 26-28, 2022 MACC Trustees Conference on the coast
February 6-9, 2022 National Legislative Summit

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.** Mr. Shealy reported he has spoken with the new Athletic Director, Nathan Werremeyer and is planning to schedule a meeting.
- C. Facilities Committee.** Dr. Calhoun reported the committee has met. A recommendation is being made by the Facilities Committee to name the Maritime Training Center in honor of Dr. Chad Stocks. Dr. Calhoun reported all procedures that were established have been followed.

Upon motion by the Facilities Committee, Dr. Calhoun-Chair, seconded by Dr. Smith, the Board of Trustees unanimously voted to name the Maritime Training Center in Vicksburg in honor of Dr. Chad Stocks. A copy of the Proposal to name the Maritime Training Center after Dr. Chad Stocks is on file and is made a part of the minutes of this meeting.

D. Finance Committee. No report

E. Legislation Committee. Dr. Burns reported the committee had met and for the last four months looked into the question of recommending a change in the composition of the Board of Trustees. The Legislation Committee unanimously approved to present a recommendation to the Board. The recommendation is to amend the Hinds Community College Board of Trustees bylaws to change the composition of the Board as follows:

Hinds County	6
Rankin County	5
Warren County	3
Claiborne County	2
Copiah County	2

A change from 14 to 18 Board members

The provisions of the recommendations are as follows:

The county Superintendents remain on the Board of Trustees.

All current Board positions by county remain the same.

All would stay the same except four new Board members would be added and that would be based on 1 added to Warren County and 3 added to Rankin County.

These appointments would go into effect January 1, 2022.

Upon motion to amend the bylaws of the Hinds Community College Board of Trustees to change the composition of the Board, made by the Legislation Committee, Dr. Burns-Chair, seconded by Mr. Oakes, the Board President asked for discussion. The Board of Trustees debated this motion.

Dr. Burns withdrew the motion for the sake of cooperation of the Board and Mr. Oaks withdrew his second to the motion.

The Board President stated this will be brought back to the Board at the December meeting.

Mr. Oakes stated he would not be able to attend the meeting in December due to health related circumstances.

Dr. Burns then stated he is reinstating his original motion and Mr. Oakes seconded Dr. Burns reinstatement of the motion. The Board President called for any further debate and then asked for a Roll Call vote.

Renee Cotton called the roll for the vote.

Dr. Burns Yes

Mr. Oakes Yes

Dr. Martin No

Dr. Calhoun No

Mr. Clopton Yes

Dr. Nash Abstain

Dr. Smith No

Dr. Horton Yes

Mr. Shealy Abstain

Mr. Breazeale would vote if a tie.

The motion was passed with 4 votes-yes, 3 votes-no, and 2-abstain.

This will not become official until the Trustees vote to approve the November 2021 minutes at the December 2021 meeting.


F. Personnel Committee. No report

Other Business.

Dr. Smith had two brief comments.

The Board President briefly discussed correspondence received regarding the mascot at the Utica Campus. Renee Cotton passed out the correspondence to each Board member.

There was no other business and the Board President announced we stand adjourned at 3:30 p.m.



Mr. Paul Breazeale, President



Dr. Delesicia Martin, Secretary