

**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 4, 2020, 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. Rickey Clopton in person  
Mr. Donald Oakes Zoom  
Mr. Chad Shealy in person  
Dr. Ginger Smith in person  
Dr. Nonya Thrasher Zoom  
Dr. Homer Burns in person  
Dr. Cardell Williams in person

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

**Call to Order.** The Board President called the meeting to order and asked Dr. Homer Burns to give the invocation. The Board President asked Renee Cotton to call roll.

**Introduction of Hinds Heroes.** Mrs. Jackie Granberry asked each one of the Hinds Heroes to introduce themselves to the Board members. Following the presentation, the Board expressed their appreciation to the Hinds Heroes for their service they are providing to the college. The following are the Hinds Heroes:

Christine Aycock, Rankin Campus, Psychology Instructor  
Dr. Shakira Cain, Jackson Academic/Technical Center Campus, Academic Dean  
Takunda Wynn-Wilson, Raymond Campus, Distance Learning Assistant and  
Proctor

Melissa Shelby, Jackson Nursing Allied Health Center Campus, Administrative Secretary

Jane Foreman, Rankin Campus, Marketing Management Technology Instructor

Anita Bell-Muhammad, Raymond Campus, Single Stop Coordinator

Deena McInnis, Raymond Campus, Assistant Director Financial Aid

Jeremy Gordon, Raymond Campus, Assistant Human Resource Director

Dr. Robin Parker, Rankin Campus, District Dean of Community and Economic Development/Dean of Career Technical Education

David Creel, Raymond Campus, Director of Metro One-Stop Center/District Director of Manufacturing Trainer

Aleisha Escobedo, Jackson Academic/Technical Center Campus, Assistant PBI Director/M2M Director

Veronica Sanders, Raymond Campus, Meat Market Clerk

**The College President Recommended Dr. Bobby Glen, Mr. Joseph Loviza, Dr. Cleon McKnight and Ms. Jackie Waite for Emeritus Status. Upon discussion and a motion by Mr. Shealy, seconded by Dr. Smith, the recommendations were unanimously approved.** A copy is on file and made a part of the minutes of the meeting.

**Approve October 7, 2020 Minutes.** Upon a motion by Dr. Burns, seconded by Dr. Smith, the minutes of October 7, 2020, 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. Clopton, seconded by Dr. Burns, the Claim Dockets and Architects' Estimates were unanimously approved. Copies of these documents are on file and made a part of the minutes of the meeting.

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

Our current working position at the end of October, we had \$6,638,541.56 in the bank and we had investments of \$3,301,466.32. Over the last two months we have been between twelve and thirteen million for cash, bank and investments. This month we are at \$9,940,007.88. We spent \$6,404,925.00 for the month. Fund 1 balance was \$2,541,619.00. Fund 7, Capital Improvements, was \$499,849.00. Our annual budget position, completing four months of twelve (one-third), we

should be at 66.67% of our budget remaining. We are currently at 69.49% which is 2.82% ahead of where we would be.

**Approve Bid Log.** Dr. Vic Parker reported there is one Sole Source/Emergency item and three bids on the Bid Log that need to be brought to the attention of the Board.

**Sole Source/Emergency** –This was to sole source testing with Quidel. Residence Hall students were tested when they came on campus to begin the semester. Students that came after the deadline were tested again. This emergency purchase is for the testing of those additional students for \$15,500.00 and will be funded by HB1793 funds.

**Bid-**The first bid is for the Career Technical building renovation Rankin County, Greenfield Road location. Rankin County allocated \$800,000.00 specifically for improvement of the Welding Career Tech programs on this site last year. We expended \$550,000.00 with money remaining for additional capital improvements. A bid was submitted for a plumbing pavilion with England Enterprises for the amount of \$174,500.00 and that is the bid being brought to the Board today.

**Bid 3202 Reverse Auction-**This bid is for the Simulation Center at the Jackson Nursing Allied Health Center. Due to Covid-19 there was a need to purchase additional simulation in order to expand our simulation offerings for students. The bid is to Laerdal Medical Corporation for \$692,520.99 will be sought reimbursement by HB1793 as a result of Covid-19.

**Bid 3203 Reverse Auction-**This bid is with Industrial Training Solutions for our Mechatronic Lab equipment, processes and accessories. The bid of \$402,465.00. This is being expensed by the Governor's Discretionary Fund on Workforce.

**Upon a motion made by Mr. Clopton and seconded by Dr. Burns, The Budget Summary, Sole Source/Emergency and the Bid Log were unanimously approved.**

Copies of the invoices and supporting information for the Budget Summary, Sole Source/Emergency and three bids on the Bid Log are on file and made a part of the minutes of the meeting.

**Recommend Personnel.** The College President recommended one new employee. **Upon a motion by Dr. Smith, seconded by Dr. Williams, the following personnel was unanimously approved.**

Kimberly Knight, Adult Education and Smart Start Instructor, District-Midtown, Salary \$42,240.00, employment effective November 2, 2020

**Committee Reports.** The Board President stated these committees/chairpersons had been named at last month's meeting. This item will be included in the agenda for each Board meeting and Chairpersons will be called on to present a report if they have one. Committee Chairpersons may submit reports to the Board and schedule a meeting at any time. Renee Cotton has been designated as the contact person to schedule a meeting room at the College for committee meetings scheduled by the Chairperson. Any Board member may attend a committee meeting. Below is the list of committees and chairpersons:

Academic Committee, Mr. Chad Shealy, Chairperson

Athletics Committee, Dr. Ginger Smith, Chairperson

Facilities Committee, Dr. John Calhoun, Chairperson

Finance Committee, Mr. Dale Sullivan, Chairperson

Personnel Committee, Dr. Delesicia Martin, Chairperson

**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.

**Pedestrian and Sidewalk Improvements, Request to Reject-107143-701000/Bid 3198.** Bill Campbell reported at the request of MDOT, because we only received one responsive bidder and it was slightly over the money that was the project professionals estimate, MDOT, Highway Department and Federal Highway Program is requesting us to reject this bid and to re-advertise at a future date. The assurance of MDOT and the Federal Highway Program is that the college will not lose any of the funding that has already been appropriated to the college. This is a matter for their records since we had already approved the award in the September 2, 2020 Board meeting. **Upon a motion made by Dr. Williams and seconded by Mr. Clopton, the Board voted unanimously to approve rejecting the bid and re-advertise based on MDOT's recommendation.**

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

**Dates**

November 25-27	Thanksgiving Holidays – all offices and services of the College will be closed.
December 4	Very Merry Christmas Brunch with The Vaciks 10 a.m.-noon, Eagle Ridge Conference Center.
December 16-17	Graduation is postponed until Spring 2021.
December 21-Jan. 1, 2021	Christmas Holidays – all offices and services of the College will be closed. Offices will re-open January 4, 2021
*January 6, 2021	Board Meeting

\*Dr. Vacik mentioned to Mr. Breazeale the need to consider making a change in the January 2021 Board meeting date. Normally it would be scheduled for January 6, 2021 (first Wednesday). Offices at Hinds will re-open after the Christmas Holidays on January 4, 2020. This will make it challenging to get the information gathered and mailed to the Board. If not opposed, we would like to consider moving the January 6, 2021 meeting date to January 13, 2021, the following Wednesday at our regular scheduled time. **Upon a motion made by Mr. Shealy and seconded by Dr. Smith, the Board voted unanimously to approve moving the January 2021 Board meeting date from January 6, 2021 to January 13, 2021 at the regular scheduled time.**

February 7-10, 2021 ACCT National Convention,  
Washington, D.C. (more discussion later).

- A. **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 had any question for ELT members. There were no questions at this time and the College President stated if anyone has any questions to please contact him. Copies of the reports are on file and made a part of the minutes of the meeting.
- B. **Bookstore Update** –The College President presented the proposed terms of a contract with Barnes & Noble College to assume operation of the College bookstores which he recommended for approval. The Board asked questions, voiced concerns and discussed the proposal at length. The Board President asked for a motion. **A Motion was then made by Dr. Burns, seconded by Mr. Shealy, to accept the College President’s recommendation and approve the proposed Barnes & Noble College contract. The motion was approved with all Board members voting Aye, except for Dr. Ginger Smith who voted Nay.** A copy of the Barnes & Noble College Contract is on file and made a part of the minutes of the meeting.
- C. **Healthy at Hinds** – Randall Harris reported we are at week twelve and still at a status that is acceptable. Right now we have a handful of cases.

**D. Enrollment Report** – Randall Harris reported enrollment is down 13.9% FTE. Covid-19 has impacted enrollment. It looks like this is where we will end up.

**E. Miscellaneous.**

Renee Cotton brought to the Board's attention the Preference Card placed at their seat. We are hoping to streamline the process of mailing and emailing informational meeting materials to Board members. To be more efficient we would like to make a small change on how to share this information for Board meetings. If the Board would like to continue getting this information in the mail that is fine and we will continue to do that. If you would like to have this information emailed to you, we will be glad to do that also. We are also having conversations with Mr. Ben Piazza, Board Attorney, in regard to storage of Board minutes and the importance of being in compliance.

Dr. Ginger Smith asked what the procedure is to get a building named after someone. It was discussed to submit a request with paperwork to the Facilities Committee (Chairperson-Dr. John Calhoun). This would be brought from the Facilities Committee to the Board for approval with the consent of the College President.

There was no other business discussed and the Board President announced the need to go into a short closed session.

**Upon a motion made by Dr. Martin and seconded by Mr. Shealy the Board unanimously approved going into a closed session to discuss going into executive session.**

**Upon a motion made by Mr. Shealy and seconded by Dr. Burns the Board unanimously approved going into executive session to discuss personnel matters.**

No action was taken in executive session.

**Upon a motion made by Dr. Smith and seconded by Mr. Shealy the Board unanimously approved reporting out of executive session and to adjourn.**

The meeting adjourned.



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Mr. Paul Breazeale, President



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Dr. Delescia Martin, Secretary