

## **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 1, 2023 at the Jackson Campus. The following members were present either by Zoom or in person:

Mr. Paul Breazeale, President in person  
Mr. Jimmy Morton, Vice President in person  
Dr. Maria Chapman, Secretary in person  
Dr. Homer Burns in person  
Dr. John Calhoun in person  
Dr. Toriano Holloway in person  
Dr. Sandra Nash in person  
Mr. Donald Oakes in person  
Dr. Scott Rimes in person  
Dr. Robert Sanders in person  
Dr. Ginger Smith in person  
Mrs. Dana Stringer in person  
Mr. Larry Swales in person  
Mr. Calvin Williams in person  
Dr. Cardell Williams, in person

Others present were Dr. Stephen Vacik, President of Hinds Community College; Mr. John Hooks, Board Attorney; Bill Campbell, District Project Architect; members of the Executive Leadership Team: Dr. Vic Parker, Vice President of Finance; Andrea Janoush, Vice President of Human Resources; Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison; Dr. Jenny Miles, Vice President, Student Services; Renee Cotton, Chief of Staff; Sherry Franklin Bellmon, Vice President Instruction-Career Technical Education; Dr. Ginger Robbins, Executive Director of Governmental Affairs; Dr. Keri Cole, Vice President of Planning, Effectiveness and Technology; Matt Jones, Executive Director of the Foundation. Rev. Tonie Crisler attended as a guest.

### **Call to Order.**

The Board President called the meeting to order and asked Dr. Burns to open the meeting in prayer.

**Approve October 4, 2023 Minutes.**

**Upon motion by Dr. Calhoun seconded by Dr. Smith the Board voted unanimously to approve the minutes of October 4, 2023 as revised.** A copy is on file and made a part of the minutes of the meeting.

**Budget Summary.**

The Board Vice President called on Dr. Parker to present the Budget Summary update. Dr. Parker reported the college is projected to burn 8.33% monthly. HCC should be at 66.68% after the month of October. The college currently has 65.14% available, which is -1.54% over year-to-date spending range.

Dr. Parker reported the net position at the end of October 2023 is \$10,239,563.00 in cash. The net position in the money market is \$2,000,000.00 and \$11,598,192.00 in the Raymond James investment account. The total net position is \$23,837,755.00.

**Approve Claims Docket.**

The monthly expenses for October 2023 totaled \$4,434,047.00. The Fund 1 Unrestricted Funds expense total is \$732,993.00; Fund 2, Grants/Partnerships expense total is \$2,324,175.00; Fund 3, Auxiliaries expense total is \$1,005,239.00; and Fund 7, Capital Improvement expense total is \$371,640.00.

**Following discussion of the Claims Docket and upon motion by Mr. Oakes, seconded by Dr. Smith, the Board voted unanimously to approve the Claims Docket.**

**Approve Bid Log.**

**Bid 3286 (Reverse Auction), Automated Supply Chain Warehouse Distribution System.** There were two bids and after review Training Consultants, Inc was the lowest and best bid at \$70,250.00. **Upon motion by Dr. Calhoun, seconded by Mr. Morton, the Board voted unanimously to approve the Bid Log.**

**Bid 3282, Health Sciences Complex Building-Site Improvements Package.** There were five bids and after review McKee Construction, Inc was the lowest and best bid at \$2,185,777.00.

**Upon motion by Mr. Oakes, seconded by Dr. Smith, the Board voted unanimously to approve the Bid Log.**

Mr. Campbell brought two change orders to the Board. Copies of the change order forms and supporting documentation are on file and made a part of the minutes.

**Approve Change Order #1, Project 3232, HEERF III Utica HVAC Improvements PH.1.**

This change order is a decrease of \$5,592.00 and an increase of one hundred twenty days calendar days. The completion date is November 8, 2023.

**Upon motion by Dr. Cardell Williams seconded by Mr. Morton, the Board voted unanimously to approve Change Order #1, Project 3232, HEERF III Utica HVAC Improvements PH.1.**

**Approve Change Order #3, Project 3255, HEERF III Utica HVAC Improvements PH III.**

This change order is an increase of \$8,089.31 and increasing eighty-three additional calendar days. The new completion date is February 8, 2024.

**Upon motion by Dr. Smith seconded by Mr. Calvin Williams, the Board voted unanimously to approve Change Order #3, Project 3255, HEERF III Utica HVAC Improvements PH III.**

**Approve the Disposal of Surplus Property.**

**Following discussion, and upon motion by Dr. Cardell Williams, seconded by Mr. Jimmy Morton, the Board voted unanimously to allow the College President to dispose of the property by any legal means.** Copies of this property are on file and made a part of the minutes of the meeting.

**Recommend Personnel.**

Dr. Vacik brought information on one new faculty members before the Board for approval.

Khan Mahpharah, Writing Center Coordinator, Vicksburg Campus,  
Salary \$41,212.36

**Upon motion by Dr. Nash seconded by Mr. Swales, the Board voted unanimously to approve one new faculty.**

**No President's Report.**

While Dr. Vacik did not provide an official report, he did share that there had been limited interest expressed in attending the ACCT Legislative Conference in February and suggested that perhaps the Board consider delaying the trip until later in the spring. He also encouraged the Board to review the ELT reports and invited them to attend several upcoming events.

**ELT Reports/Enrollment Report.**

These reports are attached as minutes of the meeting. The Enrollment Report is also attached.

**Old Business.**

There was no old business for discussion.

**Other Business.**

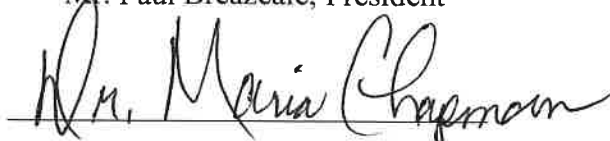
Dr. Vacik shared that we received a request from the Mississippi Community College Board to waive the transcript fee for incarcerated individuals.

**Following discussion, and upon motion by Mr. Calvin Williams, seconded by Dr. John Calhoun, the Board voted unanimously to waive the fee for transcripts for incarcerated individuals.**

There was no other business for discussion and the meeting adjourned at 1:51 p.m.



Mr. Paul Breazeale, President



Dr. Maria Chapman, Secretary