

## **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., August 2, 2023 at the Raymond Campus. The following members were present either by Zoom or in person:

Mr. Jimmy Morton, Vice President in person  
Dr. Maria Chapman, Secretary in person  
Dr. Homer Burns in person  
Mr. Larry Swales in person  
Mrs. Dana Stringer in person  
Mr. Rickey Clopton in person  
Mr. Calvin Williams in person  
Dr. Ginger Smith in person  
Mr. Donald Oakes in person  
Dr. Toriano Holloway 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; Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison; Dr. Jenny Miles, Vice President, Student Services; Renee Cotton, Chief of Staff; Dr. Keri Cole, Vice President of Planning, Effectiveness and Technology; Sherry Franklin Bellmon, Vice President Instruction-Career Technical Education; Dr. Ginger Robbins, Executive Director of Governmental Affairs and Dr. Thomas Ware, Vice President of Instruction & Academic Transfer Programs; and, Whitaker A. Kendall, an attorney with Adams and Reese LLP.

### **Call to Order.**

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

**Approve June 15, 2023 Amended Minutes.** Upon motion by Mr. Swales, seconded by Dr. Smith the Board voted unanimously to approve the amended minutes of June 15, 2023. A copy is on file and made a part of the minutes of the meeting.

**Approve July 13, 2023 Minutes.** Upon motion by Mr. Swales, seconded by Dr. Burns the Board voted unanimously to approve the minutes of July 13, 2023. 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 spend 8.33% monthly. HCC should be at 91.67% after the month of July. The college currently has 92.58% available, which equates to +0.91% ahead of projections.

**Approve Claim Docket.**

Dr. Parker reported the net position at the end of July 2023 is \$13,621,115.67 in cash. The net position in the money market is \$2,000,000.00 and \$11,298,810.11 in the Raymond James investment account. The total net position is \$26,919,925.78. The monthly expenses for July 2023 totaled \$961,212.00. The Fund 1 Unrestricted Funds expense total is \$847,007.00; Fund 2, Grants/Partnerships expense total is \$14,444.00; Fund 3, Auxiliaries expense total is \$78,751.00; and Fund 7, Capital Improvement expense total is \$21,009.00.

**Following discussion of the Claim Docket and upon motion by Mrs. Stringer, seconded by Dr. Smith, the Board voted unanimously to approve the Claim Docket.**

**Approve Bid Log.**

Dr. Parker reported there is one bid to bring before the Board. Bid#3283, JBW Airport Overlay Existing Road and New Parking. There were two bids for this project and the low bid was Franklin Paving \$180,788.75.

**Upon motion by Mr. Swales, seconded by Mrs. Stringer, the Board voted unanimously to approve the Bid Log.**

Mr. Bill Campbell brought one change order to the Board. Copies of the change order form and supporting documentation are on file and made a part of the minutes.

**Approve Change Order #02, Project 3248, Lighting, George Bell Williams Airport.**

This change order is a decrease of \$41,590 and increase 5 days. This project completion date is to be determined.

**Upon motion by Dr. Smith seconded by Mr. Oakes, the Board voted unanimously to approve Change Order #02, Project 3248, Lighting, George Bell Williams Airport.**

**Approve the Disposal of Surplus Property.**

**Upon motion by Mr. Clopton, seconded by Dr. Holloway, 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.**

The College President reported there are ten new faculty to bring before the Board for approval and also Faculty contracts:

- **Jaime Coon**, Art Instructor, Rankin Campus, Salary-\$48,192.00, effective date of employment August 1, 2023
- **Wendy Durrell**, Associate Degree Nursing Instructor, Nursing and Allied Health Center, Salary-\$61,489.16, effective date of employment August 1, 2023.
- **Cynthia Groya**, Art instructor, Raymond Campus, Salary \$ 55,535.54, replacing Arnold Minton, effective date of employment August 1, 2023.
- **Alice Leach**, Secondary Instructor, Vicksburg Campus, Salary \$57,299.00, replacing Kay Chaney, effective date of employment August 1, 2023.
- **Mary Lott**, Associate Degree Nursing Instructor, Nursing and Allied Health Center, Salary-\$59,916.12, effective date of employment August 1, 2023.

- **Whitney Nesbit**, Associate Degree Nursing Instructor, Nursing and Allied Health Center, Salary-\$62,868.83, effective date of employment August 1, 2023.
- **Jannie Quinn**, Secondary Instructor, Rankin Campus, Salary-\$58,289.00, replacing Melissa Smith, effective date of employment August 1, 2023.
- **Melinda Spille**, ABE Instructor, Utica Campus, Salary-\$46,080.00 replacing Sean Galberth, effective date of employment August 1, 2023.
- **Alexander Watson**, Automotive Services Instructor, Rankin Campus, Salary-\$44,385.00 replacing Charles McLendon, effective date of employment August 1, 2023.
- **Maxine White**, ABE Instructor, Vicksburg Campus, Salary-\$46,080.00 replacing Chrissy Brewer, effective date of employment August 1, 2023.

**Upon motion by Mr. Swales, seconded by Mr. Clopton, the Board voted unanimously to approve ten new faculty.**

#### **President's Report.**

##### **Activity Updates**

- Comprehensive Communication Center Implementation
- Student Satisfaction Results
- Congressionally Directed Spending Requests totaling more than \$8.5 Million.

##### **Upcoming Events**

- Fall Convocation – August 8
- Students Return – August 14

#### **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.

#### **Executive Session – Personnel Matter**

**Upon motion by Mr. Swales, seconded by Mr. Oaks, the Board voted unanimously to go into Closed Session to determine if Executive Session is warranted.**

**Upon motion by Mr. Swales, seconded by Dr. Smith, the Board voted unanimously to go into Executive Session for the purpose of:** To discuss the Personnel Committee's recommendations regarding the evaluation process and contract of President Vacik, which involved discussion of a personnel matter where the performance of a specific employee was discussed. The Personnel Committee recommended a two-year extension of Dr. Vacik's contract and a three percent salary increase, effective July 1, 2023. The Personnel Committee also recommended the Board Attorney prepare an evaluation instrument to be presented to the Personnel Committee for review.

**Upon motion of Dr. Chapman, seconded by Mr. Burns, the Board voted unanimously to approve the Personnel Committee's recommendations.**

**Upon motion by Mrs. Stringer, seconded by Mr. Swales, the Board voted unanimously to exit Executive Session.**

**Other Business.**

There was no other business for discussion and the meeting adjourned at 1:46 p.m.



Mr. Paul Breazeale, President



Dr. Maria Chapman, Secretary