

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., May 4, 2022 at Fountain Hall, Centennial Room, Raymond Campus, by participating in person for those who could attend and by Zoom, a video conferencing. The following members were present:

Mr. Paul Breazeale, President in person
Mr. Donald Oakes, Vice President in person
Dr. Delesicia Martin, Secretary in person
Mr. Chad Shealy in person
Dr. Homer Burns in person
Dr. Leslie Horton in person
Dr. Cardell Williams in person
Dr. Scott Rimes in person
Mr. Larry Swales in person
Mr. Jimmy Morton in person
Dr. Sandra Nash in person
Dr. Kevin Abraham in person
Mrs. Dana Stringer in person
Mr. Donald McGowan Zoom
Dr. Ginger Smith Zoom

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: Dr. Keri Cole, Vice President of Instruction/Academic & Transfer; Renee Cotton, Chief of Staff; Dr. Vic Parker, Vice President of Finance; Matt Jones, Executive Director of the Foundation; Dr. Ginger Robbins, Executive Director Legislative Affairs; Andrea Janoush, Vice President of Human Resources; Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison; Dr. Jenny Miles, Vice President Student Services and Sherry Bellmon, Vice President of Instruction/Career & Technical Education.

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

Recognize Student Athletes. Mr. Nathan Werremeyer introduced four student athletes and their accomplishments.

Jerricka Ambus, national champion in 60m hurdles

Aaron Fortenberry, 2nd in pole vault

Brenna Brown-Marshall, 3rd in high jump

Diandrenique Gaines, 2nd in 200m (could not attend due to exam)

All of these student athletes are currently at the top of their events in outdoor track as well and will compete in the NJCAA 2021-2022 Outdoor National May 19-20, 2022.

Introduction of Hinds Heroes. Mr. Matt Jones introduced twelve Hinds Heroes.

Regina Adams, Cosmetology Instructor, Utica Campus

Mary Beth Aplin, Dean of Learning Resources, Raymond Campus

Connie Bain, HR Specialist, Raymond Campus

Eric Bobo, History Instructor, Raymond Campus

Lt. Nakia Clemons, Lieutenant/Investigator, Raymond Campus (could not attend)

Betty Davis, Night Custodian II, Raymond Campus

Valarie Easterling, Administrative Assistant, Jackson Academic/Technical Center Campus

Donny Epting, Recruiter/HBCU Liaison, Utica Campus

Ward 'WP' Marsh, Air Frame Power Plant Instructor, Raymond Campus

Sarah Teasley, Art Instructor, Raymond Campus

Shelia Thompson, District Coordinator of GED Testing, Jackson Academic/Technical Center Campus

Dr. Melissa Tillson, Dean of Nursing, Jackson Nursing/Allied Health Center Campus

Approve April 6, 2022 Minutes. Upon motion by Dr. Burns, seconded by Mr. Shealy, the Board voted unanimously to approve the minutes of April 6, 2022 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 Summary. Dr. Parker reported there are two months remaining in this fiscal year and we should have 16.67%, we are at 18.57% which is plus 1.9%.

Approve Claim Docket. Dr. Parker reported our net position as of April 30, 2022 is \$7,327,954.07 in cash. The net position in our money market is \$2,000,041.10 and \$12,922,686.06 in the Raymond James investment account. The total net position as of April 30, 2022 is \$22,290,383.56.

The monthly expenses for April 2022 totaled \$4,515,718.00. Of that, Fund 2 Grants fund we spent \$2,331,454.00 (51.6%). The Fund 1 Unrestricted fund spending was 1.1 million and \$465,360.17 for the Capital Improvement fund.

Following a complete and thorough discussion of the Claim Docket and upon motion by Mr. Shealy, seconded by Mr. Morton, the Board voted unanimously to approve the Claim Docket.

Approve Bid Log. Dr. Parker reported there are two bids to bring before the Board for approval. Both are HEERF funded. Copies of the bids are on file and are made a part of the minutes of the meeting.

1. Bid 3245 (Reverse Auction), purchase of three 26 passenger buses for Utica transportation, \$430,260.00, Empire Truck Sales LLC, Clinton. This will be HEERF funded.
2. Bid 3246, Harris Patrick HVAC Renovations, \$1,259,275.00, Metro Mechanical LLC, Bolton. This will be HEERF funded.

Following discussion and upon motion by Dr. Horton, seconded by Mr. Swales, the Board voted unanimously to approve all bids included on this month's Bid Log as the lowest and best bids.

Property Recommend Surplus to the Needs of the College. Following discussion, and upon motion by Dr. Horton, seconded by Dr. Williams, 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.

Approve Change Order 1 – 2022 Moss Hall Student Success Renovations-REBID.

Mr. Campbell reported this change order is for Moss Hall Student Success renovations-rebid. This is a PBI Grant sponsored project. This project is for unforeseen conditions that amount to \$17,288.00 and the contractor is asking for twenty-one additional days for the project. These funds will be paid through the PBI Grant. A copy of the change order form and supporting documentation is on file and made a part of the minutes.

Following discussion and upon motion by Mr. Swales, seconded by Mr. Oakes, the Board voted unanimously to approve Change Order 1.

Approve Change Order 2 – 2020 Fountain Hall Improvements.

Mr. Campbell reported this change order is for \$1,170.00 and asking for no additional days. Please note the original contract amount was right at \$159,000.00 and notice the ending contract is \$143,786.00. The reason for this change order is when the flooring was being installed there was a gap against the existing wall. This is being funded by the state appropriated Renovations and Restorations funds. A copy of the change order form and supporting documentation is on file and made a part of the minutes.

Following discussion and upon motion Dr. Abraham, seconded by Mr. Shealy, the Board voted unanimously to approve Change Order 2.

Approve Change Order 3 – New Tennis Court Addition, REBID.

Mr. Campbell reported this change order is an assessment of liquidated damages in the amount of \$16,750.00 to the general contractor. The contractor went over his allotted time period. This will be money coming back to Hinds and forty-three days will be added to the contract. A copy of the change order form and supporting documentation is on file and made a part of the minutes.

Following discussion and upon motion by Mr. Morton, seconded by Mr. Swales, the Board voted unanimously to approve Change Order 3.

Recommend Personnel. The College President reported there is one new faculty/instructional to recommend for Board approval.

Following discussion and upon motion by Dr. Martin, seconded by Dr. Rimes, the following personnel was unanimously approved by the Board of Trustees.

Barbara McHann, Emergency Medical Science Instructor, Jackson Nursing Allied Health Center, replacing Thomas Goodwin, Salary \$48,444.00, employment effective date May 2, 2022.

President's Report. There being no further business to come before the Board, the Board President called on the College President for his report. The College President asked the Board to refer to the handout Board Briefing. A copy of the briefing is on file and made a part of the minutes of the meeting. He briefly highlighted the following topics from the Board Briefing:

Project Updates.

- HEERF Money Utilization – An overview was placed in Board members' binders regarding HEERF money and how it is being spent. A copy of the overview is on file and made a part of the minutes of the meeting. This summer we plan to use some of this money to assist students wanting to take classes this summer. Over 2000 have already applied for this grant.
- Utica Residence Halls (SME Equity) – Dr. Parker, Mr. Moak and Mr. Hooks have participated in a phone call with SME Equity in regard to the Utica Residence Halls. This is the second group we have talked to about work on the residence halls. They have provided a proposal.
- MCITY Lease, July 1 – The MCITY lease is finalized. July 1, 2022 we will begin to initiate that lease.
- Health Sciences Complex – Rankin County Board of Supervisors held a meeting Monday. It was a Legislator appreciation event. A group of college employees, Rankin County representatives to the Board, and Legislators attended. This was a great time to speak with Legislators and thank them for general appropriations to community colleges. We also had the opportunity to thank them for the \$8 million that was allocated to our Health Sciences Complex project on the Rankin Campus. We are also asking for the Board's support of a letter drafted to the

Rankin County Board of Supervisors. A copy of this letter is on file and made a part of the minutes of the meeting.

Outreach Activities & Programs Update

- City of Jackson Workforce Opportunities Event @ Jackson Campus earlier today – The city of Jackson contacted Hinds about hosting a Workforce Opportunity event at the Jackson Academic/Technical Center Campus. This is like a job fair and also a panel discussion. It was held today, May 4, 2022.
- Eagle Ridge Progress – There was discussion regarding our goal to increase auxiliary monies. Last month there were twenty-one separate events at the Eagle Ridge Conference Center. We had a gross profit of \$43,000.00.
- Muse Center Opportunities – The City of Pearl has requested to use the Muse Center to host a gun show. The College President wanted to bring this to the Board to get feedback on how they felt about this. This is not being brought to the Board for a vote, but discussion and to get a reading of how the Board feels about this. If this is something the Board wants to proceed with, we could make \$12,000.00 to \$16,000.00. If the Board chooses to move forward our policy will need to be amended regarding firearms on our campuses. Liability insurance was discussed. There was no negative feedback from the Board, therefore we will continue to pursue and move forward and the College President will keep the Board updated.
- Alcorn State University Partnership – The College President asked Mrs. Bellmon to report. She reported we have received a draft of an MOU Alcorn would like to establish with Hinds. This agreement would provide a collaborative and seamless concurrent enrollment and transfer process from Hinds to ASU for students who meet criteria for an ASU bachelor's degree.

Miscellaneous

- Awards of Distinction – Last Friday we had a student's award program. The College President shared the students' names/award titles of the winners.
- Campus Conversations – will be concluding this week.
- Sports Hall of Fame Induction – This event was held last week. A Hinds representative, Terri Black, was inducted in the MACJC Sports Hall of Fame.
- May 6 – Employee appreciation begins at noon.
- Spring Graduation – Will be held May 11, 12, and 14th.
- May 16 – The summer work schedule begins (closed on Fridays).
- May 23 – Smithsonian Exhibit Opening Lecture 1:00 pm at the Utica Campus.
- Dual Credit Application Process Issues – A Workday representative will be on campus May 16 to work on these issues.
- Reorganization – Hinds Chief IT officer, Taylor Armstrong, resigned. Discussions were held with ELT leadership regarding the need to be more effective with the collection, maintenance, extraction, and interpretation of our data. The College President had conversations with Dr. Keri Cole and she has agreed to move and head a new division that will be created. It will include

planning, technology, and effectiveness. Within that division she will have IT, IR, IE, Student Success, TechNest, and Accreditation.

ELT Reports – These reports are on file and made a part of the minutes of the meeting.

Enrollment Report – A copy of the report is on file and made a part of the minutes of the meeting.

Committee Reports

Bylaws Committee Update

Mr. McGowan attended the meeting by Zoom. Attorney John Hooks reported the By-laws Committee had met one time and plan to meet again. The committee discussed what should be in the bylaws and alignment with SACSCOC standards.

Finance Committee

Mr. Oakes reported the Finance Committee met April 28, 2022. The committee discussed Early College and the need to approve and finalize the FY23 budget. A copy of the minutes is on file and made a part of the minutes of the meeting.

Early College Fee Schedule

After a lengthy discussion on April 28 the Finance Committee voted unanimously to present a proposal to amend the original proposal for Early College discussed in the April 2022 Board meeting and propose a \$50 per credit hour tuition for one year. The Board President stated we usually have a thirty-day waiting period to think about proposals but he is going to waive the thirty-day period because we need to implement the budget. Mr. Shealy voiced he had concerns regarding a miscalculation on the spreadsheet. He reported the actual number is \$39.90 (roundoff to \$40.00 per credit hour). He recommended to adjust the \$50.00/per credit hour to \$40.00/per credit hour. There was a lengthy discussion.

The Board President called for a motion.

Upon motion by Dr. Horton, seconded by Mr. Morton, the Finance Committee submitted a proposal to the Board to amend the first proposal for Early College and propose a \$50.00 per credit hour tuition. The Board President called for discussion. The motion passed with a majority vote as confirmed by the Board President.

FY23 Budget

Mr. Oakes reported the Finance Committee met April 28, 2022. The committee discussed the need to finalize and approve the projected FY23 budget and to include the revenue from Early College that was just passed.

Upon motion by Dr. Morton, seconded by Mr. Shealy, the Board voted unanimously to approve the FY23 projected budget.

Personnel Committee

Dr. Martin reported the Personnel Committee met today at 11:00 am. She presented the Board with a copy of the proposed Hinds Community College 2022 Presidential

Evaluation. A copy of the evaluation will be attached as minutes of this meeting. The Personnel Committee approved the evaluation tool. There was discussion regarding the survey sent out last year to the entire college. No action was taken on this survey. Copies of the survey were provided to student, staff, and faculty. From this point forward copies of the survey will be provided to the Board. Dr. Martin discussed the timeline for the evaluations with ACCT. The Personnel Committee recommended the tool provided to the Board be used as Dr. Vacik's evaluation for this upcoming year. There was also discussion regarding the College President's goals. A copy of the President's goals and accomplishments are on file and made a part of the minutes of the meeting. There will be more information and discussion at the June 2022 Board meeting.

Upon motion by Dr. Martin, seconded by Mr. Shealy, the Board voted unanimously to use the proposed evaluation tool and abide by the timeline.

Athletic Committee

Mr. Shealy reported he had met with Nathan Werremeyer and highly praised him for the incredible job he has done and is doing. He was very impressed with the Cooperate Partnership Program through The Foundation.

Executive Session

Attorney John Hooks asked to go into Closed Session to determine the need to go into Executive Session to discuss a personnel matter for a specific employee.

Upon motion by Mr. Shealy to go into a closed session to determine if an Executive Session is warranted, seconded by Mr. Morton, the Board voted unanimously to go into closed session.

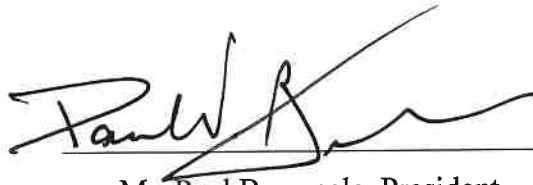
Upon motion by Mr. Shealy to go into Executive Session, seconded by Mr. Morton, and announced an open meeting, the Board voted unanimously to go into Executive Session for the purpose of:

To discuss a personnel matter for a specific employee.

There was no action taken.

Upon motion by Mr. Shealy, seconded by Dr. Martin, the Board voted unanimously to exit Executive Session.

There was no other business to discuss and the Board President announced we stand adjourned at 2:35 p.m.

A handwritten signature in black ink, appearing to read "Paul Breazeale", is written over a horizontal line.

Mr. Paul Breazeale, President

A handwritten signature in blue ink, appearing to read "Delesicia Martin", is written over a horizontal line.

Dr. Delesicia Martin, Secretary