

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 2, 2022 at the Fountain Hall President's Board Room, Raymond Campus. The following members were present either by Zoom or in person:

Mr. Paul Breazeale, President in person
Mr. Donald Oakes, Vice President in person
Dr. Homer Burns in person
Mr. Larry Swales in person
Mr. Jimmy Morton in person
Mrs. Dana Stringer in person
Mr. Rickey Clopton in person
Dr. Maria Chapman in person
Dr. Scott Rimes Zoom
Dr. Cardell Williams in person
Dr. Sandra Nash Zoom
Mr. Chad Shealy in person
Dr. Ginger Smith in person
Dr. Leslie Horton in person
Dr. Kevin Abraham 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: Renee Cotton, Chief of Staff; Dr. Vic Parker, Vice President of Finance; Matt Jones, Executive Director of the Foundation; Andrea Janoush, Vice President of Human Resources; Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison; 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; Dr. Jenny Miles, Vice President, Student Services; and Dr. Thomas Ware, Vice President of Instruction-Academic and Transfer Programs.

Call to Order. The Board President called the meeting to order and asked Dr. Burns to open the meeting in prayer. A quorum was declared by the Board President.

Approve October 5, 2022 Minutes. Upon motion by Dr. Burns, seconded by Mr. Shealy, the Board voted unanimously to approve the minutes of October 5, 2022 as mailed. A copy is on file and made a part of the minutes of the meeting.

Budget Summary. The Board Vice President, Mr. Oakes, asked Dr. Parker to present the Budget Summary update. Dr. Parker reported we should burn 8.33% of our monthly budget and be at 66.64% available at the end of October. We currently have 66.87% available which is plus 0.23%.

Approve Claim Docket. Dr. Parker reported our net position at the end of October 2022 is \$7,812,383.37 in cash. The net position in our money market is \$2,000,000.00 and \$11,005,503.18 in the Raymond James investment account. As of October 31, the total net position is \$20,817,886.55.

The monthly expenses for October 2022 totaled \$2,962,500.00. The Fund 1(Unrestricted Funds) expense is \$983,409.00 (33.2%) and Fund 7 (Capital Improvement) expense is \$376,805.00 (12.72%).

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

Approve Bid Log. Dr. Parker reported there is one bid to bring before the Board for approval.

Bid 3239, Muse Center Sign Renovation, \$190,040.00, Mitchell Signs, Inc., Meridian, MS. Please refer to the Chief Financial Officer for more information.

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

Approve Sole Source. Dr. Parker reported this Sole Source is for the purchase of a piece of specific training equipment for Continental Tire. Hinds will purchase and seek

reimbursement through Accelerate Mississippi. Please refer to the Chief Financial Officer for more information.

Upon motion by Mr. Shealy, seconded by Dr. Smith, the Board voted unanimously to approve the Sole Source.

Approve the Disposal of Surplus Property.

a. Certain personal property

Following discussion, and upon motion by Mr. Clopton, seconded by Mr. Shealy, the Board voted unanimously to declare certain property as surplus property and 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.

b. Hinds County Extension Building

Following discussion by the Board and upon motion by Mr. Morton, seconded by Mr. Shealy, the Board voted unanimously to declare the old Hinds County Extension Building as surplus property and 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.

c. Certain inventory of Hinds County Career Technical Center

d. Certain inventory of the MDHS Early Childhood Inventory

Upon motion by Mr. Clopton, seconded by Mr. Morton, the Board voted unanimously to declare as surplus and to approve the transfer of the HCCTC inventory to the Hinds County School District and to declare as surplus and to approve the transfer of the MDHS Early Childhood Inventory to MSU. Copies of these properties are on file and made a part of the minutes of the meeting.

Recommend Personnel. The College President reported there are no new faculty/instructors to bring before the Board for approval.

Approve Policies Presented in the October 5, 2022 Board Meeting:

- 5.06 Faculty Compensation and Fringe Benefits
- 10.04 Interruption of or Separation from Work Process During Employment Term
- 10.28 Neutral Reference Policy
- 10.29 Diversity, Equity, and Inclusion
- 10.30 Whistleblower
- 10.31 Anti-Bullying

Upon motion by Mr. Shealy, seconded by Mr. Morton, the Board voted unanimously to approve the policies listed above. Copies of these policies are available in the Hinds Community College Policy Manual or upon request. Dr. Smith commended the college for Policy 10.29 Diversity, Equity, and Inclusion and would eventually like to see a building dedicated to Diversity, Equity, and Inclusion.

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. The College President briefly highlighted the following topics:

Miscellaneous Updates.

Completed Active Open Enrollment – A face to face meeting with each employee was required. Open enrollment went well and as of today there is only one more person to complete their enrollment.

SACSCOC OCIS Visit – The off campus instructional site visit took place last week. There were two recommendations made: (1) 8.2.A Student Learning Outcomes and (2) 11.1 which deals with Library Resources. Findings will be brought to the Board in June.

Hosting First Friday Forum – The November forum will be held this Friday, November 4, 2022 at 11:00. Zoom meetings are planned each month in order for the ELT to communicate information about topics which are important right now. Dr. Cole and Dr. Miles will be presenting this month.

Continuous Improvement Framework Implementation – This is being implemented right now and more information will be shared as we move forward.

Caring Campus for Faculty Launched – This was launched two weeks ago. We have already implemented this program with our staff but are now moving into it with faculty as well. Caring Campus is a program that makes sure we are valuing our students with special emphasis on customer service.

MACC Community College Ad Campaign – Ms. Cotton reported she wanted the Board to be aware the President's Association puts together comprehensive campaigns to promote community colleges across the state. We may see social media ads starting in January 2023.

Revenue Projection/Budget Reduction – Enrollment is down and our Enrollment Consultant stated the next couple of years Mississippi should see increases in graduates from our high schools and then that number falls off and will continue to fall off in the next few years. Our best projection is we are about \$3.2 million short so we are going to have to pull back \$3.2 million. Reductions will need to be made.

Campus Conversation and Student Forums – Campus Conversations are taking place at every Hinds location at least once this semester. We have also done two Student Forums this semester.

Grant Awards

FAA \$1.3 million for lighting and signage

Accelerate MS Grant for expansion of Transition to RN Program

Accelerate MS Grant for expansion of the Logistics Program

Settlement award for Automotive Technology

Campus Events

November 3 Scholarship Reception, 2:00 PM – George Oakes Building, Vicksburg Campus

November 3 Choir Concert – Raymond Campus, 6:00 PM

November 9 Legislative Luncheon, 11:00 AM – Community Room, Jackson Campus

November 10 Miss Hinds Pageant, 6:30 PM – Cain Cochran, Raymond Campus

November 11 See Ya at the U, 9:00 AM – Boyd Gymnasium, Utica Campus

November 16 Counselors, Principals and Business Symposium, Noon – Muse Center, Rankin Campus

November 17 Scholarship Recognition and Luncheon, 11:30 AM – Boyd Gymnasium, Utica Campus

Nov. 23-25 College Closed for Thanksgiving Holidays

December 2 Very Merry Christmas Brunch, 10:30 AM – Eagle Ridge Conference Center, Raymond Campus

Special Events/FYI

February 5-8, 2023 ACCT Legislative Summit – Washington DC. The College President asked Board members to please let us know by the next Board meeting if you have any interest in attending.

June 28-30, 2023 MACC Trustees Conference – Biloxi, MS. The College President asked the Board to please look at their calendars and let us know if anyone would like to attend.

The College President reported the four-day work week topic is being discussed during Campus Conversations. Options are being reviewed and we will have further conversations in regard to starting the four-day work week in January 2023.

Dr. Ginger Smith asked for an update regarding the GED program at the Raymond Detention Facility. Ms. Bellmon explained that we are in conversations with the Sheriff about this.

Dr. Leslie Horton asked for more information regarding Caring Campus for faculty. Dr. Ware will get this information to her.

ELT Reports/Enrollment Report – Copies of the ELT reports and Enrollment Report are on file and made a part of the minutes of the meeting.

Committee Reports. There were no Committee Reports at this meeting. The Board President stated December 31, 2022 is the deadline for the Bylaws Committee to present updates to the Bylaws.

Old Business. There was no Old Business.

Other Business.

- a. **December Board Meeting Location** – The Board discussed moving the meeting location to the MCITY leased location in Vicksburg. An Open House for MCITY has been planned that day at 10:30 AM. The Board of Trustees will be served lunch at noon with the Board meeting beginning at 1:00 PM at the MCITY location. Transportation was discussed and Ms. Cotton asked Board members to contact her if anyone would like to ride the bus from Raymond to Vicksburg.

Upon motion by Dr. Horton, seconded by Mr. Morton, the Board voted unanimously to move the location of the December 7, 2022 Board meeting to the MCITY location in Vicksburg.

- b. **January 2023 Board Meeting Date.** – Due to the Christmas and New Year's Holidays, the Board discussed moving the January 2023 Board meeting date from


January 4, 2023 to January 11, 2023. This will allow more time to prepare for the meeting. Information will be sent out.

Upon motion by Mr. Shealy, seconded by Dr. Horton, the Board voted unanimously to move the January 2023 Board meeting date to Wednesday, January 11, 2023.

There was no other business for discussion and the meeting adjourned at 2:04 PM.



Mr. Paul Breazeale, President



Dr. Delesicia Martin, Secretary