



**PRCC Board of Trustees Meeting**  
**Tuesday, May 9, 2023**

**Agenda**

- I. Invocation
- II. Pledge of Allegiance
- III. Welcome Guests
- IV. Recognitions/Presentations
  - Phi Theta Kappa
  - Troy Johnson
    - Butler Snow-Energy Saving Financing
- V. Approval of Minutes
  - April 11, 2023
- VI. Reports
  - Dr. Martha Lou Smith
  - Dr. Jana Causey
  - Mr. Jeff Long
  - Dr. Raymunda Barnes
  - Ms. Candace Harper
  - Ms. Delana Harris
  - Ms. Melanie Davis
- VII. Financial Matters
  - Reconciled Bank Balances
  - Unrestricted Current Fund Statement of Expenditures
  - Approval: Disbursement Register (Claim Docket)
  - Approval: Fixed Assets Deletion Report
  - Approval: Single Source Item
  - Approval: FY2024 Salary Scale
  - Approval: FY2024 Fee Sheet
- VIII. Personnel Matters
  - Acceptance: Resignations
  - Acceptance: Retirements

- Approval: Recommendations
  - **Resignation:**
  - Please accept the resignation of Mr. Phillip Duke from the 12-month position of Manufacturing and Apprenticeship Specialist/Trainer.
    - **Retirement:**
    - Please accept the retirement of Tyia Brooks from the position of Director of Financial Aid effective May 31, 2023.
      - **Recommendation:**
      - Please accept the recommendation of Mr. Vernon E. (Trey) Smith, III for the position of Manufacturing Business Developer for Workforce Education. Mr. Smith has 15 years of experience in the manufacturing industry, most recently with Idaho Forrest Group and Kohler. He holds a Bachelor of Science degree in Business Administration from USM. The starting salary for this twelve-month, 40-hour position will be \$74,000.
      - Please accept the recommendation of Ms. Tasha May for the position of Workforce Project Manager. Ms. May has worked at the Trent Lott Economic Development Center on the USM Hattiesburg Campus managing the True South Economic Development Program. She holds a BSBA from USM, an MBA from William Carey, and is pursuing her Ph.D. in Human Capital Development. The starting salary for this 12-month, 35-hour position will be \$64,000.
      - Please accept the recommendation of Mr. Nick Ramjattan for the twelve-month position of Aircraft Maintenance Technology instructor. Mr. Ramjattan comes to us with 15 years of aviation experience (certifications in aviation maintenance, aviation management, aviation safety, and several other areas of expertise all in the aviation field). He has an Associate of Arts in Aviation Maintenance Technology from Sowela Technical Community College. He has a bachelor's in science in Professional Aeronautics and a Masters of Aeronautical Science both from Embry-Riddle Aeronautical University. He will begin as a full-time instructor on August 1, 2023, with a salary of \$104,000 on a twelve-month contract. His salary will be 40% grant funded and 60% institutional funded. This twelve-month contract will only be for his first year to ensure we can provide instruction for both the Spring 2024 and Summer 2024 semesters to keep students on track in the program. Beginning August 2024, Mr. Ramjattan will transition to a nine-month contract for an annual salary of \$78,000.
        - **Transfer**
        - Please accept the transfer of Ms. Stephanie Clark from the position of Enrollment Specialist to Workforce Information Specialist. The salary for this twelve-month, 35-hour position will be \$47,520.
        - Please accept the transfer of Ms. Ellen Rouse from the position of Testing Proctor to Enrollment Specialist. The salary for this twelve-month, 28-hour position will be \$31,000.

IX. Legal Matters

X. Other Business

- Approval: 2021-2022 Instructional and Administrative Assessment Charts
  - XI. President's Report
  - XII. Adjourn
  - XIII. Committee Meeting Schedule/Reminders

- The Buildings and Grounds Committee ***will meet*** Tuesday, May 9<sup>th</sup> at ***10:00AM*** in the Rotary Room.  
**Buildings and Grounds Committee Members: Frank Ladner, Tony Waits, Dale Purvis, Donnie Williamson, Sonny Knight and Mike Waits**
- Lunch will be served at 12:00pm and the Board Meeting will begin at 1:00pm.
- **Board Photos:** May 9<sup>th</sup> Board Meeting-We will take a Board group photo/Board Officer group photo.

