

**ALVIN COMMUNITY COLLEGE
REGULAR MEETING OF JANUARY 12, 2017
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 12th day of January, 2017 at 6:00 p.m., with the following members, administrative personnel, and guests present:

Mike Pyburn	Chair
James B. DeWitt	Vice-Chair
Jody Droege	Secretary
Patty Hertenberger	Regent
Cheryl Knape	Regent
'Bel Sanchez	Regent
Roger Stuksa	Regent
Doyle Swindell	Regent
Christal M. Albrecht	President, Alvin Community College
Wendy Del Bello	Alvin Community College
Karl Stager	Alvin Community College
Cynthia Griffith	Alvin Community College
Marilyn Dement	Alvin Community College
Jim Simpson	Alvin Community College
Karen Edwards	Alvin Community College
John Bethscheider	Alvin Community College
John Matula	Alvin Community College
Linda Austin	Alvin Community College
Nadia Nazarenko	Alvin Community College

Agnes Collins	Juanita Marasckin	Sammi Sanders
Amanda Smithson	Julie Higuera	Shirley Brothers
Becky McClain	Kelly Klimpt	Stephanie Havemann
Charlotte Lootens	Kyle Marasckin	Tammy Giffrow
Debbie Kraft	Laurel Joseph	Terry Sawma
Devin Castleton	Mike Brotherton	Toby Herzog
Doris Cox	Patrick Gebhart	
Freyja Coe	Patrick Sanger	
George Tacquard	Pete Nash	
Ike Hamrick	Quinn Tolbert	
Jeannette Stuksa	Randi Faust	
John Tompkins	Rich Oliver	

1. Call to Order

The meeting was called to order by Chair Pyburn at 6:05 p.m.

2. Certification of Posting of Notice

Certification of the posting of the notice as listed in the agenda was acknowledged. Dr. Albrecht certified that a notice of the meeting was posted in accordance with Title 5, Chapter 551, *Texas Government Code*.

- **Executive Session:** *To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, and/or dismissal ACC employees, including, but not limited to, College President's evaluation and contract in accordance with Tex. Gov't Code Section 551.074.*

The Executive Session ended at 6:55 p.m.

3. Call to Order

The meeting was called to order by Chair Pyburn at 7:07 p.m.

- **Pledge**
- **Invocation**

Invocation by Ms. Sanchez.

Board Regents Comments/Chairman Report

Chair Pyburn asked the Regents for any comments.

Several Regents wished everyone a happy new year along with wishes for a great start to the school year. Dr. Hertenberger commented on how nice the gym floor looked. Ms. Sanchez encouraged everyone to continue to raise the bar. Chair Pyburn talked about attending an Alvin ISD event at Shadow Creek High School and thanked Alvin ISD for everything they do, for the partnership ACC has with them and looking forward to our future endeavors with Alvin ISD.

Recognitions included Honors programs students Freyja Coe and Julie Higuera for their research projects being accepted by the National Association of African American Studies along with this year's recipients of the John and Sueann Roueche Excellence Award - Mr. John Matula, Interim Dean of Arts and Sciences and Ms. Marby McKinney, Respiratory Care Director.

Approval of Minutes

Chair Pyburn said that given there were no corrections or additions to the minutes of the Regular Board meeting of November 17, 2016, he would entertain a motion to approve. A motion to approve the minutes was made by Ms. Knape. Seconded by Ms. Droege. Motion passed unanimously.

President's Report

Dr. Albrecht shared the following comments:

Registration for the spring semester is still open and will close on January 18. Classes for the 2017 Spring semester will begin on Tuesday. Preliminary data indicates that our enrollment is over 5,000 students which is an increase when compared to the same date in the Spring 2016 semester. Official numbers will be available in the February meeting.

This week was our Spring 2017 Convocation. Faculty and staff members heard updates from our leadership team while also attending workshop sessions. Yesterday, Tallahassee Community College Provost Dr. Feleccia Moore-Davis delivered one of the workshops during the first day of convocation on the Pathways Project, an AACC initiative to improve processes for students to enter college and earn a degree or certification. Vice President of Instruction Dr. Cindy Griffith hosted a workshop today on Program Level Outcomes components and the role of faculty in the outcomes development.

The Fitch Ratings firm upgraded the ACC bond rating to AA last week. Fitch also reported a strong financial outlook for ACC's future due to increasing housing development, growth in the medical/health care sector, and pending industrial expansions in the region.

The ACC Foundation raised more than \$52,000 at the 17th Annual Gala on November 18. In addition to supporting student scholarships, donors at the event funded several grants for ACC programs and staff including new drums for the music department, an oven for Culinary Arts, new benches along the jogging trail, additional solar lighting along the jogging trail, tickets for a cultural play for Upward Bound students and snow day for the lab school kids.

Wellness Week and the Health and Fitness Fair will be January 23-28 in the Science/Health Science Building. Throughout the week, participants can attend seminars on several topics including nutrition, exercise, yoga and strength and conditioning. The week will culminate with the Health and Fitness Fair on Saturday, January 28 from 9 a.m. to 2 p.m. in the Nolan Ryan Center.

The Study Abroad Program will host a special guest lecture with author and speaker, Lilian Gordon on February 16. Gordon is a Holocaust survivor and will be speaking at 7 p.m. in the Nolan Ryan Center. This event is free and open to the public. A coffee and dessert sale will be hosted by the ACC Study Abroad Program. All proceeds will benefit Study Abroad students.

An Evening of Big Band will be on February 4 here in the Nolan Ryan Center. The Big Swing Jazz Orchestra will again be performing for the event. Tickets are \$15 and will include admission to the dance and light refreshments throughout the evening. Funds raised will support the Music Department.

On February 10, ACC will host the Across the Curriculum Conference. The conference is a one-day event will include presentations from instructors, administrators and others about developing new teaching methods for the classroom.

There were several Commencement ceremonies in December including a fall commencement on December 10. Our Nursing graduates recently held their Nurse Pinning on December 7. ACC hosted a graduation ceremony for the 107th Law Enforcement Academies on December 12.

Almost 1,500 people were treated to a pancake breakfast and approximately 320 families received food and toys during Breakfast with Santa on December 3. The event has been held for the past 25 years in conjunction with the Alvin ISD and ACC Food and Toy Drive. It was started by members of the ACC Church of Christ Student Fellowship. The food drive received a heavy boost in financial donations this year from Alvin Noon Rotary, Sunrise Rotary, Noon Lions Club and Soroptimist International of Alvin along with many individual contributions.

Citizen Inquiries

Time will be allotted at each regular meeting of the Board of Regents for citizen inquiries. After registering with the Board Secretary prior to the meeting, a citizen shall have an opportunity to address the Board of Regents for the four specific purposes as designated by State laws governing opening meetings: (1) to discuss an item that appears on the agenda/notice of the meeting, (2) to make a request for specific, factual information, (3) to ask for a recitation of existing policy, (4) to redress grievances. In accordance with State law, no deliberation, discussion, or decision will be made other than to consider a proposal to place the subject on the agenda for a subsequent meeting, unless the subject is listed on the Board agenda, in which case it may be discussed by the Board of Regents. A written response / acknowledgment will be provided from the Board of Regents. Oral comments are limited to five minutes in length, unless extended by a majority of the Regents by vote, and must not mention any individuals by name or position or contain any personally identifiable reference (State of Texas Opening Meeting Law). In the event there is a charge or grievance to be made against a specific agent, employee, or student, then it shall be conducted in an Executive Session to comply with State law.

Mr. George Tacquard stated that he had heard that some of the physical things had been taking place and as an alumni and tax payer, he had the following questions about ACC:

1. What is the status of each of the Physical Plant projects that were discussed in the budgeting process, how much had been spent on each project and were the funds budgeted or General Services fee funds?
2. Which area community college joined ACC in raising tuition and fees for 2017 and could a list of the area college's tuition and fees be provided to compare with ACC's?
3. What did ACC do or not do to cause ACC to drop off the Aspen list of the top ten community colleges in the nation? ACC failed to maintain its Wallet Hub rating as the number one community college in Texas. Why? As a matter of comparison, Aspen in odd years selects ten colleges from the top ten percent to compete for the prize. In 2015 Brazosport was a finalist and this year San Jac is a finalist.

He stated that he would like the Administration to answer his questions at the February 2017 Board of Regents meeting.

Resale of Trust Property

The motion was made by Mr. DeWitt to accept the bid offer of the resale of trust property – Account # 6757-0041-110, Brazoria County suit # 50484. Seconded by Ms. Sanchez. Motion passed unanimously. This property was originally rejected by the Board of Regents in October 2016 and was brought to the attention of the Board in November 2016 that the adjudged value was no longer accurate due to the removal of a structure from the property, hence the value has been revised.

Presentation and Acceptance of the 2015-16 Audit (Annual Financial Report, AFR) by the Board of Regents

Mr. Mike Brotherton, the auditor in charge and Partner of Belt, Harris Pechacek, LLLP, presented the 2015-16 audit (Annual Financial Report, AFR). After some discussion, the motion to table the audit and put it back on the agenda due to the late arrival of information was made by Mr. DeWitt. Seconded by Mr. Stuksa. Motion passed unanimously.

2015-16 Institutional Reserve Update

The motion was made by Dr. Hertenberger to approve the transfer of \$44,031.20 from the Unrestricted Fund Balance to the Institutional Reserve. Seconded by Mr. DeWitt. Motion passed unanimously. This is the final transfer of funds after the audit of the 2015-16 financial statements.

Heating, Ventilation and Air Conditioning (HVAC) Presentation by McKinstry

McKinstry representatives gave a presentation that included a self-funding approach to the possible future updating and replacing of certain parts of the current heating, ventilation and air conditioning (HVAC) on the ACC campus. Chairman Pyburn noted that the Regents would have to have further discussions, that if ACC chooses to enter a performance based contract, other quotes would be obtained from like companies and that a RFQ would be needed in order to complete the procurement of HVAC equipment and systems. This presentation was for information only.

Additional Tuition and Fees Recommendations for 2017-2018

The recommendation was made regarding the proposed waiver of tuition and fees for Alvin Independent School District students taking dual credit career and technical (CTE) courses. In exchange for waiving tuition for dual credit CTE students, AISD and ACC will enter an agreement whereby AISD will permit ACC to offer classes with no facility rental fee in the evenings at Shadow Creek High School in the fall of 2017 and the Manvel Career and Technical Education building in the spring of 2018. Classes in the evenings will be offered to current high school students as well as the general public. Additional Staffing

will be required to offer classes at these two locations. Details are being determined regarding sharing of equipment and supplies for particular programs requiring such. The motion was made by Ms. Sanchez to approve the additional tuition and fees waivers as presented. Seconded by Mr. Stuksa. Motion passed unanimously.

Replacement Personnel Action: Director of Marketing

The motion was made by Ms. Droege to approve the hiring of Mr. Lorrent Smith as the Director of Marketing. Seconded by Mr. Swindell. Motion passed unanimously.

Data Report - Developmental Education Report and Course Completion Rate for Undergraduate State Funded Semester Credit Hours Report Student Services Report

Mr. Patrick Sanger gave the Developmental Education Report and Course Completion Rate for Undergraduate State Funded Semester Credit Hours Report. He compared the data to the previous year's data, the percentage changes and the upcoming criteria that will be relevant for next year. This report was for information only.

Student Service Report

This month's report was requested to move to the February 2017 agenda.

Grants - Building Construction Trades Training Demonstration Project (\$300,000) and HCA Hospital Skills Development Fund Project (\$100,000)

The motion to submit for The Building Construction Trades Training Demonstration Project grant and the HCA Hospital Skills Development Fund Project grant was made by Ms. Sanchez. Seconded by Dr. Hertenberger. Motion passed unanimously.

Restroom Renovation Project

The 2016 Facilities Master Plan addressed the need for ADA and various other renovations to restrooms across campus. A portion of the work will be done by ACC staff, however an outside source will be needed for assistance and completion of the project. The motion was made by Ms. Knape to approve the expenditure of approximately \$86,000 to Facilities Sources for renovation services. Seconded by Dr. Hertenberger. Motion passed unanimously.

Consider Action Relating to the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline and/or dismissal of an ACC Tenured Professor

Motion was made by Ms. Droege to terminate Dr. Roof's tenure employment contract with ACC effective January 13, 2017 and directed Dr. Albrecht, or her designee, to deliver written notice of termination to Dr. Roof. Seconded by Ms. Sanchez. Motion passed unanimously. Dr. Roof waived his right to a hearing before the Board.

Financial Report Ending November 2016

The motion was made by Ms. Sanchez to approve the financial report ending November 2016. Seconded by Dr. Hertenberger. Motion passed unanimously. Discussion included Mr. Karl Stager exploring the possibility of obtaining additional Certificate of Deposits as a means of investing college funds.

Adjournment

There being no further business before the Board, the meeting was adjourned at 8:49 p.m.

Jody Droege, Secretary

Mike Pyburn, Chair