

**ALVIN COMMUNITY COLLEGE
REGULAR MEETING OF FEBRUARY 28, 2019
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 28th day of February, 2019 at 6:00 p.m., with the following members, administrative personnel, and guests present:

Mike Pyburn	Chairman
'Bel Sanchez	Vice-Chair
Jody Droege	Secretary
Jim Crumm	Regent
Patty Hertenberger	Regent
Kam Marvel	Regent
Roger Stuksa	Regent
Andy Tacquard	Regent
Christal M. Albrecht	President, Alvin Community College
Wendy Del Bello	Alvin Community College
Karl Stager	Alvin Community College
Cynthia Griffith	Alvin Community College
Karen Edwards	Alvin Community College
Linda Austin	Alvin Community College
Stacy Ebert	Alvin Community College
Jerry Fliger	Alvin Community College
Nadia Nazarenko	Alvin Community College

Adam Clapp	Elijah Garcia	Jim Monts	Olivia Henderson
Alex Hunt	Garrett Page	John Tompkins	Pat Gillman
Amos Byington	Gayland Capps	Karen Temple	Patrick Sanger
Ana Mendez	Hameedah Majeed	Kelly Klimpt	Randi Faust
Brittany Thompson	Ike Hamrick	Kyle Marasckin	Rhonda Hull
Carol Pounds	Issac Rodriguez	Laurel Joseph	Rose Howard
Cintajia Spencer	Jade V. Ross	Lloyd Cox	Tammy Giffrow
David Garcia	Jason Paysse	Maria Recendez	Vicki Marvel
Deborah Kraft	Jay Burton	Matt Graves	Zachary Hohman
Denise Aviles	Jeannette Stuksa	Melissa Snowden	
Dick Tyson	Jeff Gambrell	Mike Vincent	

1. Call to Order

The meeting was called to order by Chair Pyburn at 6:03 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:

- *Obtain legal advice about pending litigation in accordance with Section 551.071; To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, in accordance with Tex. Gov't Code Section 551.074*

The Executive Session ended at 7:00 p.m.

3. Call to Order

The meeting was called to order by Chair Pyburn at 7:05 p.m.

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

Invocation by Vice Chair Sanchez.

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.

Board Chairman Report/Comments

Mr. Stuksa talked about college safety.

Vice Chair Sanchez thanked the Business Office staff for volunteering for Tax Free Prep Days.

Mr. Kam Marvel talked about attending the Board of Trustee Institute and thanked Holly Williams and group for their work on the STEM fair.

Chairman Pyburn talked about attending Community College Days in Austin.

Chair Pyburn recognized the following:

Vice President of Financial Services Karl Stager, Director of Fiscal Affairs Deborah Kraft, Assistant Director of Fiscal Affairs Laurel Joseph and Fiscal Affairs cashier Genesis Barrios were recognized for volunteering to help those in need of assistance with filing their taxes. Their efforts were part of the annual Volunteer Income Tax Assistance Program sponsored by the Brazoria County United Way.

Students who joined Regent Pyburn & Droege and President Albrecht on January 30 to pay a visit to the State Capitol for Community College day included Kristin Quezada, Garret Page, Brea Sanford, Elijah Garcia and Camon Buchanan. Community College Day provided an opportunity to learn about the legislative process while also visiting with local legislators.

ACC partnered with Communities in Schools to highlight opportunities in the STEM fields with an event, sponsored by an ACC Foundation grant, that included demonstrations from instructors, vendors and representatives from NASA. The Expo's success included staff members who helped coordinate the event and those included Holly Williams, Denise Aviles, Pat Gillman, Ike Gonzalez, Hameedah Majeed, Kyle Marasckin, James O'Brien, Sammi Sanders, Lorrent Smith, Kyle Upton, Ana Mendez and Mike Vincent.

The Alvin Manvel Area Chamber of Commerce awarded ACC with the Lifetime Achievement in Business Award during their annual banquet on February 1st. State Rep. Ed Thompson presented the award which commemorates ACC's contribution to economic development through training and education of the workforce.

Approval of Minutes

Chair Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of January 10, 2019 and the Board Workshop of January 28, 2019, he would entertain a motion to approve. A motion to approve the minutes was made by Vice Chair Sanchez. Seconded by Mr. Stuksa. Motion passed unanimously.

Student Report

SGA hosted “Welcome Week” for new and returning students with a week of events and activities to help students start off the semester on the right track. In addition, celebrated the official launch of “The Pod” by giving students the opportunity to become acquainted with the resource.

A celebration of the life and work of Martin Luther King was held on MLK’s birthday.

The Student Involvement Fair gave students the opportunity to meet with representatives from ACC’s clubs and get connected on campus.

Community College Day at the State Capitol gave students the experience in speaking with legislators, such as Ed Thompson, and ask questions about important topics relevant to higher education.

A Super Bowl Party was held on Thursday, January 31st in the Student Center and finally, a “Speed-friending,” event where people actually tried to be friend-zoned. The event was a success and many students have now joined the “friend zone.”

Faculty Senate President Report – Adam Clapp

Dr. Adam Clapp, ACC Faculty Senate President, gave a summary of the ACC Faculty Senate’s purpose and goals. Those goals include promoting effective communication between the faculty and administration, highlighting faculty achievements and serving students. He stated that the ACC faculty has received grants and awards that have improved instruction for students, received campus wide, regional and national honors for outstanding performance in their fields and will continue to insure quality education for students.

President’s Report

Dr. Albrecht report the following:

ACC received the Lifetime Achievement in Business Award during the Alvin Manvel Area Chambr of Commerce annual banquet on February 1. State Rep. Ed Thompson presented the award which honored ACC’s contribution to the education and economic development.

Five ACC students visited the Texas Capitol on January 30 as part of Community College. The students had a chance to learn about the legislative process and meet with legislative officials.

ACC hosted its third annual Across the Curriculum conference on February 8. Educators from across the region attended the conference to learn new methods to improve instruction. It was sponsored by a grant from the ACC Foundation.

Two of our programs recently received accreditation reaffirmation from their respective accreditation bodies. Polysomnography was notified about their reaffirmation in December and just this month the DCVS program received its notice as well. Both accreditation reaffirmations will last 10 years.

We had several volunteers who participated in the Tax Return assistance program on February 9, which sponsored by the United Way of Brazoria County.

Parents and students from across the region attended the STEM Expo on February 12. ACC partnered with Communities in Schools to highlight opportunities in the STEM fields. This event was sponsored by an ACC Foundation grant.

Dancers took to the floor to benefit our Music Department on February 9 during the 20th Annual Big Band Dance. Proceeds go to music scholarships and a new instrument.

Alvin ISD hosted its annual STEM Fair in the Gym on February 7. More than 60 students participated in seven different categories. The Fair was expanded this year to include different categories in Math and Engineering.

ACC hosted a workshop on utilizing technology in Foreign Language courses. The workshop was sponsored by the La Costa Del Sol chapter of the American Association of Teachers of Spanish and Portuguese.

ACC staff members handed out free milk, cereal and oranges to the community on February 13 as part of a Houston Food Bank initiative. More than 50 people received food as part of the Food for Change program.

Strategic Plan Report Relating to Strategic Plan Goal # 5

Mr. Karl Stager, Vice President of Financial Services, presented an update on Strategic Plan Goal #5 which states that ACC will maximize the acquisition of revenue, taking into consideration the interest and values of all stakeholders, and allocate them efficiently to the highest and best value for the institution. He talked about the timeline and preparation of the budget for fiscal year 2019-2020, the Planning and Assessment Council which represents groups across campus that reviews requests of personnel and equipment over \$25,000 and lastly the development of KPIs for Financial Aid grants, loans, scholarships and private donations. This report was for information only.

Data Report – Census Day Internal Enrollment by Location Report

Dr. Albrecht presented the update on census day internal enrollment by location as compared between the past three years of spring semesters. She included that ACC had a higher enrollment in the latest spring semester, yet there were lower contact hours, mostly due to lingering effects of Hurricane Harvey and lower unemployment and that these lower contact hours will impact the upcoming funding period. Dr. Albrecht stated that a one-time ask will go before the Texas Legislature for colleges impacted by Hurricane Harvey, with the hopes of recouping lost money. This report was for information only.

Personnel Action (Replacement): Campus Events and Special Projects Coordinator

Mr. Andy Tacquard made the motion to approve Robin Dahms as the Campus Events and Special Projects Coordinator. Seconded by Mr. Stuksa. Motion passed unanimously.

Personnel Action (Replacement): Instructor, Diagnostic Cardiovascular Sonography

Mr. Andy Tacquard made the motion to approve Sue Poston as Instructor, Diagnostic Cardiovascular Sonography. Seconded by Mr. Stuksa. Motion passed unanimously.

Consider Approval of Property and Casualty Insurance Renewal

Mr. Jason Paysse, Vice President of Gallagher Insurance Pearland, gave the Board of Regents a brief overview and highlights of the coverage and costs of insurance for the upcoming year. The Regents agreed to include an additional one-million-dollar coverage for active shooter insurance. Mrs. Droege made the motion to approve the purchase of property and casualty insurance along with an additional one-million-dollar active shooter coverage from Gallagher Insurance. Seconded by Mr. Marvel. Motion passed unanimously.

Consider Approval of List of Prioritized Projects for the Maintenance Bond

Mr. Amos Byington, AGCM, presented the cost estimate budget for the construction planning of the Maintenance Tax Note project. He told the Regents that all needs originally requested were included in the estimate, that there would be no improvements to building K, site investigations and assessments will continue, and that once the approved design engineer is on-boarded construction would begin ahead of schedule. Motion to approve the proposed Bond Program cost estimates was made by Vice Chair Sanchez. Seconded by Mr. Stuksa. Motion passed unanimously.

Consider Approval of Engineer for Maintenance Bond

Mr. Amos Byington, AGCM, explained that the design engineer had been chosen after going through the proper RFQ processes. Mr. Marvel made the motion to approve the contract with TEESI for MEP engineering services. Seconded by Mrs. Droege. Motion passed unanimously.

Consider Approval of Interlocal Agreement Between Alvin Community College and Brazoria County Health Department

Vice Chair Sanchez made the motion to approve the interlocal agreement between Alvin Community College and the Brazoria County Health Department. Seconded by Mr. Marvel. Motion passed unanimously.

Consider Approval of DCVS Ultrasound Equipment

Mr. Tacquard made the motion to approve a contract with GE Healthcare to purchase the ultrasound system. Seconded by Dr. Crumm. Motion passed unanimously.

Consider Approval of Building Construction Trades Grant

Vice Chair Sanchez made the motion to approve the college's submittal of the Building Construction Trades Grant. Seconded by Mr. Marvel. Motion passed unanimously.

Consider Approval of Active Learning Center Grant Program

Vice Chair Sanchez made the motion to the college's submittal of the Active Learning Center Grant. Seconded by Mr. Marvel. Motion passed unanimously.

Consider Approval of Board Policy GK (Local) Relations with Educational Accreditation Agencies

Dr. Albrecht informed the Regents that in preparing for SACSCOC future visit, it was recommended that colleges review their policies and ACC does not currently specifically address substantive change in the policy to meet SACSCOC standards. Mr. Tacquard made the motion to approve the revision of GK (LOCAL). Seconded by Dr. Hertenberger. Motion passed unanimously.

Financial Report Ending January 2019

Mr. Tacquard made the motion to approve the financial report for January 2019. Seconded by Mrs. Droege. Motion passed unanimously.

Adjournment

There being no further business before the Board, the meeting was adjourned at 8:32 p.m.

Jody Droege, Secretary

Mike Pyburn, Chairman