

**ALVIN COMMUNITY COLLEGE
REGULAR MEETING OF JUNE 22, 2017
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 22nd day of June, 2017 at 6:00 p.m., with the following members, administrative personnel, and guests present:

Mike Pyburn	Chair
Jody Droege	Secretary
Patty Hertenberger	Regent
Cheryl Knape	Regent
'Bel Sanchez	Regent
Roger Stuksa	Regent
Doyle Swindell	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
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

Angela Gaytan	John Tompkins	Renea Landry
Carol Gaytan	Justin Nguyen	Rhonda Hull
David Landry	Katrina Matthis	Sarah Coe
Debbi Fontenot	Kelly Klimpt	Sarah Langlois
Dora Devery	Kyle Marasckin	Sharmeal Archie
Dwight Rhodes	Lillian Lopez	Stacy Ebert
Gayland Capps	Patrick Sanger	Tammy Giffrow
Ike Hamrick	Pete Nash	Terry Sawma
Jeannette Stuksa	Randi Faust	
Jeff Gambrell	Rebecca McAlister	
Jennifer Hopkins	Regan Metoyer-Peterson	

1. Call to Order

The meeting was called to order by Chair Pyburn at 6:02 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 7:15 p.m.

3. Call to Order

The meeting was called back to order by Chair Pyburn at 7:24 p.m.

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

Invocation by Ms. Bel Sanchez.

Board Regents Comments/Chairman Report

Chair Pyburn asked the Regents for any comments.

Mr. Stuksa talked about how informative the training was he received in San Antonio. He also noted that community member Mr. Jerry Crider was celebrating his 90th birthday. Mrs. Sanchez also commented on the good information received in San Antonio and that she would be bringing some packets from the meeting to the Regents who did not get to attend. She also mentioned she attended and enjoyed the Alvin Live Concert, and encouraged anyone to donate to and attend the Children's Theatre. Mrs. Knape stated that she was excited about the upcoming Musical Instrument Petting Zoo and thanked Mr. David Griffith for organizing the event. She also stated that she hoped the upcoming Adjunct Job Fair is well attended and wished the group the best of luck. Mrs. Droege stated that she attended the F.A.C.T. meeting and was very interested in the community comments and input. She talked about the Top Golf fundraiser, upcoming Alvin Live concerts and also encouraged faculty, staff and administration to attend any of the Foundation's fundraising events.

Recognitions included:

- Upward Bound program grant renewal by the U.S. Department of Education with a perfect scoring on their application - Vice president of Student Services Marilyn Dement, Upward Bound Director Regan Metoyer-Peterson, Advisor Sharmeal Archie and Assistant Tobie Matussek.
- 2013 ACC Honors program graduate accepted into Harvard Law School – Sarah Coe.

Approval of Minutes

Chairman Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of May 25, 2017 and the Facilities Advisement Community Team Meeting of June 12, 2017, he would entertain a motion to approve. A motion to approve the minutes was made by Mrs. Droege. Seconded by Mr. Swindell. Motion passed unanimously.

President's Report

Dr. Albrecht shared the following comments:

Summer one is well under way and registration is still open for the second summer mini semester. Registration is also open for the fall semesters.

We continue to get the word out about the classes this fall at UHCL Pearland and Shadow Creek High School campus. There are flyers on the table if you would like to post at your business or around the community.

We are offering a series of one day TSI Test Prep Camps throughout the summer to assist our students. Sessions will be held on July 6, 13 and August 3 and 10.

The college will host an Adjunct Job Fair on Saturday to recruit part-time instructors for the college. There are several positions open to teach day, evening and weekend's classes. Teaching formats may include the traditional classroom, online or hybrid. This is our first Job Fair we have hosted.

Our 33rd Summer Children's Theatre Festival will start on June 26-29 with performances of Jack and his Amazing Multi-Colored Beanstalk. Performances during the festival are produced and acted mostly by children in our area. It will continue with Once Upon a Wolf which will be performed July 24-27.

The ACC Foundation started its Summer Concert Series on June 8 with Radney Foster. The series continues on July 13 with classic rock group Pee Wee Bowen Band.

The Foundation also assisted the Athletic Department with a Top Golf Tournament last week.

The ACC Community Band will perform its Independence Day concert on July 4 at 7:30 p.m. at Briscoe Park. It will be followed by the fireworks display after dark.

Speaking of the Band, our Band Director David Griffith along with instructor Debbie Benoist and band member Geri Swanzy presented "Musical Instruments at the Petting Zoo" at the Pearland library this week. The music program will have five more presentations at various Brazoria County Library locations throughout the summer.

One of our Nursing alumni Cindy Jordan was named one of the top three nurses in the region by the Houston Chronicle in May. Cindy is currently working at the Texas Children's Hospital.

We had another record number of Alvin, Manvel, Dawson and Turner high school walked across the stage at ACC just weeks ahead of getting their high school diplomas. 131 students successfully earned 60 hours of college coursework through participation in the Dual Credit-Dual Degree program and completed their Associate Degree in General Studies.

Strategic Plan Update

Mr. Jim Simpson gave a summary on the progress of the 2016-2021 Strategic Plan and stated that the planned activities for 2016-2017 Level 1 goals were 91% completed and on track and that 9 % were slightly behind by only 30 days. This presentation was for information only.

Proposed Board Meeting Schedule for 2017-2018

The motion to approve the Board Meeting schedule 2017-18 and was made by Mr. Swindell. Seconded by Mr. Tacquard. Motion passed unanimously.

Personnel Action (Replacement): Math Instructor

The motion was made by Mrs. Sanchez to approve Mr. Leon Weathersby as an instructor for Math. Seconded by Mr. Stuksa. Motion passed unanimously.

Mobile App Grant for Ellucian Colleague® Institutions

Mr. Gayland Capps talked about some of the advantages of the Mobile App for Ellucian Colleague® Institutions including the ability for students to access their accounts from anywhere in the world and that it would bring ACC in line with other colleges and universities. The motion was made by Mrs. Sanchez to approve the college's submittal of the Mobile App Grant for Ellucian Colleague® Institutions. Seconded by Mr. Tacquard. Motion passed unanimously.

Consideration of RFP for Food Services Management

Mrs. Randi Faust reported on the food service request for proposals and that two vendor submittals were received. Students and staff were invited to participate in a food tasting of the two vendors and that Northwest Catering Services was the chosen vendor. She also answered several questions regarding the vendor's location, school service experience, contract information and financial comparison. The motion was made by Mrs. Sanchez to approve a contract with Northwest Catering Services for food service management, pending successful contract negotiations and securing proper permits. Seconded by Mr. Tacquard. Motion passed unanimously.

Modification of the Calculation Method of Two CEWD Fees

Mr. Jim Simpson stated that the purpose of the decreased CEWD fees, both Student Service fee and Technical fee, is to prorate the fees and not penalize those taking short program courses. The motion was made by Mrs. Sanchez to approve the adjustment to the calculation of CEWD Technical Course fees and Student Services fees. Seconded by Mr. Stuksa. Motion passed unanimously.

Initial Presentation of the Fiscal Analysis and Proposal 2017-18 Budget

Mr. Karl Stager gave a general overview of the combination of information received that gave the starting point for the 2017-18 budget. He met with the Brazoria County Appraisal District in May and received the estimated tax income for the upcoming year. He also spoke about the state funding that will be received for the next two years and that we will have a larger amount due the higher enrollment numbers and that we are the 7th fastest growing college in the state of Texas. He asked that the Board of Regents direct any questions they may have to Dr. Albrecht and that he would research before the Board Budget Workshop on June 28, 2017. This presentation was for information only.

Budget Revision for Fiscal Year 2016-2017

There was a request for a budget revision to move \$50,000 from Web Contract Services to Information Technology software. The funds will be used toward an Intranet portal and Intelligent Learning Platform software license, which will come to the board at the July 27, 2017 meeting. The motion was made by Dr. Hertenberger to approve the budget revision for Fiscal Year 2016-17. Seconded by Mrs. Knape. Motion passed unanimously.

Financial Report Ending May 2017

The motion was made by Dr. Hertenberger to approve the financial report ending May 2017 and the audited financial statements. Seconded by Mr. Swindell. Motion passed unanimously. Other discussion included the timing

Adjournment

There being no further business before the Board, the meeting was adjourned at 8:20 p.m.

Jody Droege, Secretary

Mike Pyburn, Chair