

**ALVIN COMMUNITY COLLEGE
REGULAR MEETING OF OCTOBER 18, 2018
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 18th day of October, 2018 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
Marilyn Dement	Alvin Community College
Karen Edwards	Alvin Community College
Stacy Ebert	Alvin Community College
Jerry Fliger	Alvin Community College
Nadia Nazarenko	Alvin Community College

Adam Clapp	Hameedah Majeed	Kyle Marasckin	Vicki Marvel
Amos Byington	Ike Hamrick	Laurel Joseph	
Bill Lewis	Jeannette Stuksa	Olivia Henderson	
Deborah Kraft	Jeff Gambrell	Patrick Sanger	
Elijah Garcia	Jonathan Brush	Randi Faust	
Garrett Page	John Tompkins	Rhonda Hull	
Gayland Capps	Kelly Klimpt	Tammy Giffrow	

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 7:03 p.m.

3. Call to Order

The meeting was called to order by Chair Pyburn at 7:10 p.m.

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

Invocation by Mr. Kam Marvel.

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

Dr. Crumm reminded everyone about the upcoming Foundation Gala that will be held on November 9th. Chairman Pyburn went to the play and congratulated Dr. Burton and his staff for a job well done.

Chair Pyburn recognized the following:

Mr. Jeff Gambrell, Law Enforcement Academy Training Coordinator, was recognized for the work in helping to maintain the Academy's standard of excellence with the Texas Commission on Law Enforcement by the issuance of an excellent review of the program from the audit conducted of the ACC Academy in September.

IT Director, Kelly Klimpt was recognized for the undertaking of creating an intranet portal that will be available to students, faculty and staff. Student Brittany Cephus was recognized for having the winning entry in the naming of the intranet, which will be called the "Pod".

Approval of Minutes

Chair Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of September 20, 2018 and Board Workshop of October 1, 2018 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

Garret Page, SGA President and Elijah Garcia, SGA Vice President, presented the following Student Report for October 2018.

During the month of September, Student Activities hosted “Ask Month,” seeking to spread awareness about the topic of suicide and encouraged students to take an active role in suicide prevention. Activities included a “Student Involvement Fair,” with ACC clubs/ organizations providing information about how to get involved through membership and World Suicide Prevention Day where on-campus counselors hosted a table event where students learned about some key facts about suicide prevention and resources for support.

Therapy dogs were on campus September 11th to promote mental wellness and relieve students’ stress and a “Student Panel,” where students shared stories and had discussion on mental health and mental health illness with ACC counselor Diana Stiles.

Constitution Day was observed by providing free pocket-sized constitutions and testing students’ knowledge of the United States government and provided the opportunity to register to vote with Laura Myers, of Brazoria County.

A “Books and Beans,” event was held where free coffee and tea was given to the students. And lastly, evening dodgeball competition in the fitness center with more than 20 student’s participation.

President’s Report

Dr. Albrecht report the following:

We are celebrating our 43rd Annual Fall Festival on October 27 here on the campus grounds. This is a popular event for the college and benefits student organizations. The event will be from 5 p.m. to 8 p.m.

Spring registration will begin for students currently enrolled on November 5. It will open for everyone on November 11.

Last week our Phi Theta Kappa chapter inducted its newest members during a ceremony last Thursday.

Our Foundation Gala is scheduled for November 9 at the Southshore Harbor Hotel in League City. This year’s gala will recognize ACC’s 70th Anniversary. All proceeds benefit students and programs at ACC.

ACC will host the University Day event on November 13 in the Student Center. The event gives students the opportunity to speak with schools representatives, without visiting that school, saving students time and cost.

Throughout the month of October, our advisors are visiting different areas of campus to provide On The Spot advising.

The Astros won the West Division of the American League thanks to one of our former baseball players. While playing for the Seattle Mariners, Chris Herrmann hit a walk-off homerun against the Oakland Athletics on September 25 to clinch the division for Houston.

Alvin ISD trustees and ACC regents held a joint meeting on October 1 to discuss issues facing education today and to strengthen the partnership between our two districts.

President's Goal #1 Relating to College Strategic Plan Goal 1.2 – Implement a Data-Driven, Comprehensive Review Process to Measure Student Achievement, Progression, Success and Completion

Dr. Albrecht stated that beginning this month with goal number one, she and members of the Executive Leadership Team would give a periodic update on the Strategic Plan Goals that were approved by the Board of Regents. Goal number one being that Alvin Community College will develop itself as an evidence-based, data-driven organization to improve organizational efficiency and increase student achievement, completion and success. She presented the Board with data on first time in college students that included students who applied and that are enrolled at census date, who enrolled on census but earned no credits, who participated in new student orientation who participated in the Student Success course in the first semester, course completion rate success, persistence rate from Fall to Spring semesters and retention rate from Fall to Fall semesters. This report was for information only.

Alvin Community College Access and Affordability Report 2017-18

Mr. Patrick Sanger, Director of Institutional Research and Effectiveness, was available for questions regarding the Access and Affordability Report for 2017-2018. The Regents had no questions and commented that the report looked very positive.

Presentation by AGCM

Mr. Amos Byington, AGCM, presented the first report on the construction planning of the Maintenance Tax Note project. He explained that the first two weeks has been spent getting familiar with the campus and to begin to prioritize the projects. He also stated that a weekly meeting would be held to review and define the next phases of the project with the architects and team and plan accordingly. This report was for information only.

SACS COC Update

Dr. Cindy Griffith, Vice President of Instruction, presented the update on SACSCOC stating that the faculty and staff completed the information needed for the fifth year monitoring report and that it was submitted on September 1, 2018. She shared that the report was requested after the review of the fifth year interim report submitted in 2017 on Standard 3.3.1 – Institutional Effectiveness and that an action plan was submitted and that the implementation and progress have begun. Faculty and staff are working on the preparation of the self study for the site visit in Fall 2020, including the development of the Quality Enhancement Plan (QEP). This report was for information only.

Personnel Action

Mrs. Droege made the motion to approve Jerri Torres-Farmer as the Instructor of Human Performance/Softball Coach. Seconded by Dr. Hertenberger. Motion passed unanimously.

Grant Updates

Mr. Gayland Capps, Grant Coordinator, presented updates and any changes in information on the grants for 2017-2018. This report was for information only.

Consider Approval of Texas Emergency Aid Mini-Grant

Mr. Gayland Capps, Grant Coordinator, presented information on a grant proposal that would be used for effectively helping to manage and track the aid that is provided to students each year. Those who were impacted by Hurricane Harvey, the use of food bank, assistance for books, tuition and fees, childcare and

transportation are examples of situations that would be monitored. Mr. Tacquard made the motion to approve the submittal of the Texas Emergency Aid Mini-Grant. Seconded by Mr. Marvel. Motion passed unanimously.

Consider Approval of IT Consulting Services

Mrs. Randi Faust, Purchasing Director, explained that IT consulting services requests for qualifications had three qualified responses that were chosen to be used as services were needed. Vice Chair Sanchez made the motion to approve the contracts with approve professional services contracts with CampusWorks, Inc., Dynamic Campus Solutions, Inc., and Robert Ferrilli, LLC for IT consulting services. Seconded by Mr. Marvel. Motion passed unanimously.

Consider Approval of IFB# 19-04 Bookstore Resale Goods

Mrs. Randi Faust, Purchasing Director, explained that invitations for bids for the various vendors that the Bookstore uses for items for resale and that nineteen bids that were submitted and it was requested that all vendors be used. The motion to approve the list of nineteen vendors for resale goods in the College Store was made by Mr. Marvel. Seconded by Mrs. Droege. Motion passed unanimously.

Consider Approval of RFP # 19.05 Market Research and Brand Awareness Services

Mr. Lorrent Smith, Marketing Director, answered questions regarding the need, impact and opportunities that the services of Stamats could provide for ACC's marketing. The motion to approve a contract with Stamats for Market research and brand awareness services was made by Mrs. Droege. Seconded by Dr. Hertenberger. Motion passed unanimously.

Consider Action Relating to the Appointment, Employment, Evaluation, Reassignment, Duties, Disciplines and/or Dismissing of an ACC Contractual Employee

Chairman Pyburn stated that the matter of business regarding an ACC contractual employee had been resolved and that no action would be taken.

Consider Approval of Tuition and Fees for 2019-20 Year

Dr. Albrecht explained that the Tuition and Fees Committee periodically reviews the current tuition and fees to insure that ACC is competitive and brings any recommendations forward for approval. The committee did not recommend a tuition increase. The motion to approve the list of tuition and fees as recommended, noting that some go into effect in the Spring 2019 semester and some go into effect in the Fall of 2019 semester was made by Vice Chair Sanchez. Seconded by Mr. Stuksa. Motion passed unanimously.

Consider Approval of Budget Amendment for 2017-18

Mr. Karl Stager, Vice President of Administrative Services, presented a summary of the different accounts that comprised the year-end budget amendment. Vice Chair Sanchez made the motion to approve the year-end budget amendment for 2017-18 as presented. Seconded by Mr. Tacquard. Motion passed unanimously.

Consider Approval of De-obligated Fund 61 Softball Fieldhouse Project

Mr. Karl Stager, Vice President of Administrative Services, informed the Regents that after the completion of the Softball Fieldhouse project, there was a balance remaining in the Fund 61 account. Vice Chair Sanchez made the motion to approve that the Board of Regents de-obligate the \$17,821 of savings back into the General Service Fee account to be used for future projects. Seconded by Dr. Hertenberger. Motion passed unanimously.

Financial Report Ending September 2018

Mr. Tacquard made the motion to approve the financial report for September 2018. Seconded by Mr. Marvel. Motion passed unanimously.

Adjournment

There being no further business before the Board, the meeting was adjourned at 8:21 p.m.

Jody Droege, Secretary

Mike Pyburn, Chairman