

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF MAY 12, 2020  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met virtually in a regular session on the 12<sup>th</sup> day of May 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
Cheryl Knape	Regent
Kam Marvel	Regent
Darren Shelton	Regent
Jake Starkey	Regent
Roger Stuksa	Regent
Andy Tacquard	Regent
Christal M. Albrecht	President, Alvin Community College
Wendy Del Bello	Alvin Community College
Karen Edwards	Alvin Community College
Cindy Griffith	Alvin Community College
Karl Stager	Alvin Community College

Rick Morris  
Matt Graves

Amos Byington  
Tammy Giffrow

Kelly Klimpt  
Alan Phillips

**1. Call to Order**

The meeting was called to order by Chair Pyburn at 6:12 p.m.

Chair Pyburn went on to say that on March 16, 2020, Governor Gregg Abbott granted a request by Attorney General Ken Paxton to temporarily suspend a limited number of open meetings laws to the extent necessary to allow telephonic or videoconference meetings in response to the Coronavirus (COVID-19). In accordance with those suspended rules, the board certifies the following:

- a) Although members of the Board are not gathered in a central, physical location, we do have a quorum in attendance at this meeting by video conference.
- b) This meeting is being held by video conference because the convening at one location of a quorum of the governmental body is not appropriate during the COVID-19 Public Health Emergency.
- c) Based on current guidance from federal, state, and county authorities concerning large gatherings and social distancing during the COVID-19 public health emergency, there is no established location for an audience to observe the meeting, however, the live meeting is accessible through a web link that was timely and appropriately provided to the public and media as part of the meeting posting and via the district's website.

d) As we would at any in-person meeting, members of the public who have followed the standard instructions for registering to speak during the public comment portion will be allowed 5 minutes to speak.

e) All other meeting procedures will adhere to board-adopted procedures to the extent practicable.

f) A video recording of this meeting is being made and will be available to the public on the College's website.

Tammy Giffrow took a roll call for attendance.

## **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.

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

Invocation by Dr. Crumm.

## **Citizen Inquiries**

There were no citizen inquires.

## **Board Comments**

The Regents thanked Chairman Pyburn and Regent Knape for their dedicated years of service and great leadership to the college. Dr. Albrecht thanked Chair Pyburn and Regent Knape for their leadership and noted that once the Nolan Ryan Center renovations have been completed, there will be a celebration for the outgoing Regents. Chairman Pyburn stated that he enjoyed serving and this had been one of the great honors in life to be a Regent and that he had come to appreciate ACC more in these past few years and that Dr. Albrecht has the best team he has seen. He said he will miss the relationships and knows that lots of work is still left to be done. Regent Knape said that she was thankful for ACC and the opportunity serve. She was also happy to be a part of the team that reached so many goals. She left with the parting words of deep peace of the quiet earth to you, deep peace of the gentle night to you, deep peace of the shining stars to you, and deep peace of the light of the world to you.

## **Oath of Office and Election of Officers**

Mrs. Tammy Giffrow administered the Oath of Office to the incoming Regents – Mrs. Jody Droege, Mr. Darren Shelton, and Mr. Jake Starkey.

## **Executive Session**

- *Private consultation with its attorney, when seeking the advice of its attorney in accordance with Section 551.071; for the purpose of deliberating the purchase, exchange, lease or value of real property in accordance with Section 551.072.*

The Executive Session was moved up in the agenda and was announced that the Regents would only be meeting in Executive Session once. Executive Session ended at 7:29 p.m.

The meeting was called back into session by Vice Chair Sanchez at 7:31 p.m. and announced that there would be no need for another executive session.

### **Election of Officers – Chair, Vice Chair and Secretary**

The nomination of Vice Chair ‘Bel Sanchez for Board Chairman was made by Mrs. Droege. Vice Chair Sanchez consented to the nomination. The nomination of Dr. Hertenberger for Board Chairman was made by Mr. Stuksa. Dr. Hertenberger consented to the nomination. Vote for Vice Chair Sanchez: Dr. Crumm, Mrs. Droege, Mr. Marvel, Vice Chair Sanchez, Mr. Shelton, Mr. Starkey and Mr. Tacquard. Vote against: Dr. Hertenberger and Mr. Stuksa.

Legal Counsel, Mr. Morris stated that since Vice Chair Sanchez received the majority of votes, this would close the vote and Vice Chair Sanchez would be declared the Board Chairman.

The nomination of Mrs. Jody Droege for Vice Chairman was made by Mr. Starkey. Mrs. Droege consented to the nomination. The nomination of Dr. Patty Hertenberger for Vice Chairman was made by Mr. Stuksa. Dr. Hertenberger consented to the nomination. Vote for Mrs. Droege: Dr. Crumm, Mrs. Droege, Chair Sanchez, Mr. Shelton and Mr. Starkey. Vote against: Mr. Marvel, Dr. Hertenberger, Mr. Stuksa, and Mr. Tacquard.

Legal Counsel, Mr. Morris stated that a simple majority carried the vote and Mrs. Droege would be declared the Board Vice Chair.

The nomination of Dr. Patty Hertenberger as Board Secretary was made by Mr. Stuksa. Dr. Hertenberger consented to the nomination. Vote for was unanimous.

The officers for the 2020-2022 term are Chair ‘Bel Sanchez, Vice Chair Jody Droege and Board Secretary Dr. Patty Hertenberger.

### **Approval of Minutes**

Chair Sanchez said that if there were no corrections or additions to the minutes of the Regular Board meeting of April 23, 2020 she would entertain a motion to approve. A motion to approve the minutes was made by Dr. Crumm. Seconded by Vice Chair Droege. Motion passed unanimously.

### **President’s Report – State of the College Report**

Dr. Albrecht gave the annual State of the College Report for 2019-2020 that included the SACS COC update, Quality Enhancement Plan implementation delay and final submission scheduled for August 2020, current campus construction, highest Fall enrollment ever, budget and tax rate over the last several years, outstanding audit review for the college, the Health Information Management program start in the Fall 2019 semester and the SACS COC approval of a Cyber Security program which will begin in January 2021. The onset of the COVID 19 pandemic brought many changes that included the immediate response and movement of student’s classes and services to online, telecommuting for staff, TEAMS meetings, safety procedures, the support of the ACC Foundation for students, student financial and technical support, CARES Act financial funding, ACC helping the community with the loaning of medical equipment and food donations, virtual ceremonies, and the planning for moving forward into the summer and fall semesters. This report was for information only.

**President's Goal #6 Report on Campus Renovations**

Dr. Albrecht presented the report on Goal #6 regarding the renovations that have taken place on campus. Her update included pictures and current status of buildings B, G, H, E and the Nolan Ryan Center, the communications with employees in regards to their moving schedules, the regularly scheduled meetings with AGCM for their guidance and information from contractors, the complexity of contractor's movement of equipment onto campus, the requirements of PPE protocol and safety for contractors, and the scheduled timelines for the various summer projects. This report was for information only.

**Information Regarding Distribution of CARES Act Emergency Financial Aid to Students and Distribution of the Institutional Portion of the CARES Act Fund**

Dr. Albrecht informed the Regents of the ongoing distribution of the CARES Act Emergency Financial Aid to students and that to date over 250 ACC students have received approximately \$125,000. Criteria is continuing to be gathered for the remainder of the first distribution to students, along with parameters for the second distribution that will be forthcoming to the institution. This report was for information only.

**Contract Recommendations 2020-21**

The motion to approve to the recommended annual appointments or tenured appointments for 2020-2021 as presented was made by Dr. Hertenberger. Seconded by Mr. Marvel. Motion passed unanimously. These appointments may also be impacted by the need to reduce financial expenditures, if the College faces a situation of financial exigency, Board of Regents Policy Manual, DMC (LOCAL) .

**Consider Approval of A-Rocket Moving & Storage for Moving Needs on Campus**

The motion to approve the utilization of A-Rocket Moving & Storage for moving services on campus was made by Mr. Shelton. Seconded by Mr. Starkey. Motion passed unanimously. These services will be used to move large building contents to and from the storage location on campus.

**Consider Approval of Corestone Paving & Construction for 2018 Maintenance Bond Parking Lot and Drainage Renovations**

The motion to approve a contract to Corestone Paving & Construction for the parking lot and drainage renovations was made by Mr. Tacquard. Seconded by Dr. Crumm. Motion passed unanimously.

**Financial Report Ending April 2020**

Vice Chair Droege made the motion to approve the financial report for April 2020. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Consider Approval of Revision to Board Policy DEA Local Regarding Pay for Employees Working During Time of College Closing (Holiday and Emergency Closings)**

Mr. Marvel made the motion to table the motion until Dr. Albrecht brings information requested by the Board of Regents. Seconded by Mr. Shelton. Motion passed unanimously.

**Consider Approval of Tuition and Fees Recommendations**

Mr. Starkey made the motion to approve the list of tuition and fees as recommended, noting that some are in effect only for the Summer 2020 semesters, some go into effect in the Summer 2020 and some go into effect Fall 2020 semester and one goes into effect in Spring 2021. Seconded by Mr. Stuksa. Motion passed unanimously.

**Adjournment**

There being no further business before the Board, the motion to adjourn was made by Mr. Tacquard. Seconded by Dr. Crumm. Motion passed unanimously. The meeting was adjourned at 8:57 p.m.

**Note: Chair Sanchez took a roll call for every vote after providing each Regent the opportunity to ask any questions.**

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Dr. Patty Hertenberger, Secretary

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Bel Sanchez, Chairman