

**ALVIN COMMUNITY COLLEGE
REGULAR MEETING OF AUGUST 25, 2016
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 25th day of August, 2016 at 5:00 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
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
Nadia Nazarenko	Alvin Community College

Amanda Smithson
Charlotte Lootens
Charles Bourgeois
Curtis Crabtree
Debbi Fontenot
Debbie Kraft
Dena Coats
Dwight Rhodes
Emily Sohlden
George Tacquard
Holly Williams
Ike Hamrick
Janet Schwebel

Jay Burton
Jay Bok
Jeannette Stuksa
Jennifer Hopkins
Jimmie Stewart
John Tompkins
Juanita Marasckin
Kevin Jurek
Kyle Marasckin
Laurel Joseph
Lynette McAfee
Mark Putnam
Patrick Sanger

Pete Nash
Randi Faust
Rhonda Hull
Stephanie Havemann
Tammy Giffrow
Dr. Terry Sawma
Toby Herzog

1. Call to Order

The meeting was called to order by Chairman Pyburn at 5:06 p.m.

• **Pledge**

• **Invocation**

Invocation by Chair Pyburn.

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.

Board Regents Comments/Chairman Report

Chair Pyburn asked the Regents for any comments. Mr. Stuksa requested more information regarding the agenda items on the Theatre Sound System and additional Blackboard Services. Ms. Sanchez commended the departments that attended the Back to School Health Fair at the Alvin Family Community Center for the scans and readings. She stated that two different people thanked her for having ACC there as serious issues were discovered via the scans in which they needed to attend to. Ms. Sanchez said it's great that ACC is out in the community, displaying and highlighting the services and programs that are available to the public - a wonderful representation of ACC! Ms. Knape said that she liked the ACC Instagram and is enjoying seeing all the fun things going on at the campus. Ms. Droege gave a big thanks to ACC Officer Breau for helping a lady who ran out of gas and how he went to get donuts for the lady's children. Very nice and generous.

Chair Pyburn recognized the Glass Dolphin Winners for the 2015-2016 year. The recipients of the employee recognition award (nominated by peers for their work and dedication to the college) included: Jessica Barrios, Steve Cabrera, Toby Herzog, Lynette McAfee, Amanda Smithson and Mike Vincent. Secondly, TXU representative Emily Sohlden presented Karl Stager with a check for \$11,500 from the Greenback program – an incentive program for customers to cut energy use. ACC has purchased LED lighting which has increased our electricity savings.

Chair Pyburn stated that he attended the Employee Recognition Luncheon during Convocation last week and thanked the staff for the nice luncheon and how great it was to see the number of folks who received their awards for 10, 15, 20, 25 and up to 45 years of service.

Approval of Minutes

Chair Pyburn said that there were no corrections or additions to the minutes of the Regular Board meeting of July 28, 2016. A motion to approve the minutes was made by Mr. Tacquard. Seconded by Ms. Droege. Motion passed unanimously.

President's Report

Dr. Albrecht shared the following comments:

The Fall semester kicked off on Monday. Both our headcount and contact hours are up. She stated that she would provide more detail in the data report.

The Fall 12 week course will begin on Sept. 19, followed by Mini 2 on October 13 and Holiday Mini on December 12.

Once again, our Diagnostic Cardiovascular Sonography students and faculty helped identify a potentially, life-threatening condition from a volunteer who came for a free heart scan recently. During the patient's scan, students spotted blockage in an artery. He later went to the hospital where he had surgery to remove it and he is now home recovering. This is one of many times where our students and faculty have found serious conditions in volunteers and directed them to get help.

We held our fall convocation last week with all faculty and staff. Our Leadership Team gave updates on their respective areas. Faculty were also presented with the Faculty Performance Program.

We recognized many of our staff members for their years of service to ACC during the staff luncheon on August 18. Employees were honored for working 10, 15, 20, 25, and 35 years. Psychology instructor Nancy Lobb received a service award for working at ACC for 45 years.

Throughout this week, many local petrochemical professionals were at the Nolan Ryan Center attending a seminar on Practical Distillation Technology. The event was sponsored by Ascend Performance Materials and will provide expertise on troubleshooting issues with distillation technology.

The Alvin Live Summer Concert series closed out with a fun performance by the Beatles tribute band The Fab 5. The ACC Foundation had a successful series this summer as all three concerts this summer were sold out or close to it. Proceeds from the concerts go to scholarships or equipment purchases for the Communications department.

To close out the Presidents report I did want to share an e-mail written by a former student to our administration this week. I feel that this e-mail highlights how important this college is to our students and their future:

The end of this semester marks the end of my studies at ACC. The journey has been great, along the way I've had the wonderful opportunity of getting to know and befriend a great many people whom I consider friends and mentors. "That's y'all, folks!" Maybe I've said this a time or two, but I'm saying it again. You guys are the best and I am deeply grateful for everything you've done and the light you guys have shined in my life. I grew up like many others, dirt poor with little to no opportunity, life was hard and where I'm from after high school there were only so many opportunities for guys like me, the military or welfare. I've struggled my whole life, especially pulling myself back from the ledge I found myself standing upon after the war in Iraq and it has not been easy. I found myself in trouble with the law and honestly, I struggled with depression and suicide for years. It is because of wonderful people like all of you and the love of family, my children and my beautiful wife that I have achieved and accomplished something I am very proud of. I am now a college graduate! I am an honor student, I've finished college with another semester of straight A's and a 3.7 GPA. For the first time in my life I'm starting to see the light, have faith in myself and believe that I am something and I can do great things and I am so thankful to all of you for everything you've helped me understand I can do. Thank you from the bottom of my heart. Thank you, thank you! With great respect and admiration.

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.

There were no citizens inquires.

Data Report –Unofficial Enrollment Fall 2016

This month's report was the presentation of the unofficial enrollment numbers for Fall 2016. Dr. Albrecht stated that the preliminary unofficial enrollment of 5,665 (10.7% increase) and contact hour numbers (10.3% increase) are showing growth over the Fall 2015 semester. These numbers will change by the census date due to various factors, but was very encouraged at the reported increase to date. This report was for information only.

Personnel Action: Nursing Instructor, Process Technology Instructors, and History Instructor

The motion was made by Dr. Hertenberger to combine and approve personnel items 3-6. Seconded by Ms. Droege. Motion passed unanimously.

Theatre Sound Upgrade RFP

Dr. Jay Burton answered Ms. Sanchez's question regarding the age of the current system. He stated that none of the equipment is newer than 15 years old and some much older. The motion was made by Mr. Tacquard to approve the contract with Hi Fi Doc, LLC to purchase Theatre sound upgrade equipment and installation services. Motion was seconded by Ms. Knape. Motion passed unanimously.

Budget Amendment to Support Additional Blackboard Services

Ms. Dena Coats, Director of Distance Education/Instructional Design, explained the details of the need to support additional Blackboard services. The personnel budget for 2016-17 (due to resignation in August 2016) would be used to cover part of the costs of the services for this year, however the position would remain in the 2017-18 to hire the replacement personnel as redefined for Blackboard needs. She also stated that converting to a Cloud based storage system would provide a savings of several thousand dollars that would usually go toward the routine upgrade of servers, be more efficient in times of weather emergencies and that there would be no system downtime. The motion was made by Ms. Sanchez to approve the budget amendment to allow the purchase of the upgraded Blackboard services. Seconded by Mr. Stuksa. Motion passed unanimously.

Cooperative Purchasing Agreement with College of the Mainland

The motion was made by Mr. Tacquard to approve the Cooperative Purchasing Agreement and Resolution with College of the Mainland. Seconded by Ms. Knape. Motion passed unanimously.

Sewer Line – Two Proposals to Accommodate Softball Fieldhouse and Procurement Method

Jim McSherry from SBWV gave an explanation of two options for running the sewer line for the Softball Fieldhouse. A city ordinance requires all city properties be tied into the main sewer line. Option 1 would provide a more direct route with a lesser amount of line with a lower cost. Option 2 would give an opportunity to prepare for the future with a longer run of line around the perimeter of the property with a larger cost. Discussion included the various options and how it would affect the current budget. Karl Stager spoke to the fear of lowering of the reserve/general service budget (also used for emergencies) if Option 2 were to pass. Chair Pyburn talked about how the cost of the expansion of the sewer line would be covered in a bond at which time it would be needed when expansion on campus would occur.

Part One - The location of the sewer line. A motion was made to by Mr. DeWitt to approve Option 2 - a longer run of sewer line around the perimeter of the property with a larger cost. Seconded by Ms. Sanchez.

Vote for: Ms. Sanchez, Mr. DeWitt and Dr. Hertenberger. Vote against: Mr. Stuksa, Ms. Knape, Mr. Tacquard, Chair Pyburn, and Ms. Droege. Motion fails.

A motion was made by Ms. Droege to approve Option 1 – more direct route with a lesser amount of line with a lower cost. Motion was seconded by Mr. Tacquard.

Vote for: Mr. Stuksa, Ms. Sanchez, Ms. Knape, Mr. Tacquard, Chair Pyburn, Dr. Hertenberger, and Ms. Droege. Vote against: Mr. DeWitt. Motion passes.

Part Two – Motion to approve the Competitive Sealed Proposal (CSP) procurement methodology for infrastructure improvements and construction of a new field house at the softball fields was made by Ms. Knape. Seconded by Ms. Sanchez. Motion passed unanimously.

Investment Policy for 2016-2017

The motion was made by Ms. Sanchez to approve the Investment Policy for 2016-2017. Seconded by Dr. Hertenberger. Motion carried unanimously.

Consideration of Proposed for Maintenance and Operations Budget and Debt Services Tax Rate

The motion was made by Ms. Sanchez that Alvin Community College adopt the effective tax rate for the 2016-2017 year. The effective tax rate is .191744 per \$100 in value which includes the M & O rate of .172848 and the debt service rate of .018896. The effective tax rate is a 0% tax increase. Seconded by Mr. Stuksa. Motion passed unanimously.

Consideration of Change of Date for January 2017 Board Meeting

The motion was made to change the Board Meeting date in January 2017 to January 12 by Ms. Sanchez. Seconded by Dr. Hertenberger. Motion passed unanimously.

Financial Report

The motion was made by Ms. Sanchez to approve the financial report ending July 2016. Seconded by Ms. Knape. Motion passed unanimously.

The Board of Regents went into Executive Session at 6:25 p.m.

- **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 8:25 p.m.

Adjournment

There being no further business before the Board, the meeting was adjourned at 8:29 p.m.

Jody Droege, Secretary

Mike Pyburn, Chair