

**ALVIN COMMUNITY COLLEGE
REGULAR MEETING OF SEPTEMBER 20, 2018
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 20th day of September, 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
Cheryl Knape	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
Jim Simpson	Alvin Community College
Linda Austin	Alvin Community College
Stacy Ebert	Alvin Community College
Jerry Fliger	Alvin Community College

Adam Clapp	Gayland Capps	Kyle Marasckin	Stephanie Limon
Amanda Stephens	Holly Williams	Laura Gonzalez	Tammy Giffrow
Amos Byington	Ike Hamrick	Laurel Joseph	Terry Sawma
Buddy Wilson	Irene Robinson	Lloyd Cox	Topacio Sanchez
Danielle Thomas	Jeannette Stuksa	Marty Schmitt	Vicki Marvel
Dante Villarreal	Jeff Gambrell	Natalie Limon	
Debbi Fontenot	Jonathan Brush	Olivia Henderson	
Deborah Kraft	John Tompkins	Randi Faust	
Dewitt Kendrick	Jose Higuera	Rhonda Hull	
Elijah Garcia	Keith Vyvial	Seth Thompson	
Garrett Page	Kelly Klimpt	Sharmeal Archie	

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:

- *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 6:57 p.m.

3. Call to Order

The meeting was called to order by Chair Pyburn at 7:02 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

Mrs. Nape – Welcomed and thanked everyone for attending and wished the faculty and staff a good semester.

Mrs. Sanchez – Talked about recruiting for ACC with a family member.

Dr. Crumm – Stated that the Foundation received a thank you card from a recently graduated, first grade teacher thanking the Foundation for the grant she received back in 2013 and reminded everyone of the Foundation Gala on November 9, 2018.

Chair Pyburn recognized the following:

Cadets Dante Villareal and Buddy Wilson for coming to the aid of Ms. Vicki Marvel when she had a flat tire on campus.

Upward Bound advisor Sharmeal Archie, Advising Director Regan Metoyer-Peterson and Vice President of Student Services Marilyn Dement were recognized for the staff's diligent work with the grant application and savings that afforded the out of state college visit for Upward Bound students.

Dr. Debbie Fontenot, Nursing Director, for overseeing the purchase of the ADN nursing equipment that will help in simulation scenarios with an emphasizes on interdisciplinary care.

Mr. Keith Vyvial, PTK Advisor, in the achievement of recognition at the state and national level for PTK's excellence in completing the curriculum for the PTK's Five Star Advisor Plan.

Approval of Minutes

Chair Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of August 16, 2018 and Board Tax Hearings of August 27, 2018 and September 11, 2018 he would entertain a motion to approve. A motion to approve the minutes was made by Vice Chair Sanchez. Seconded by Mrs. Knape. Motion passed unanimously.

Student Report

Garret Page, SGA President and Elijah Garcia, SGA Vice President, presented the first Student Report for 2018-19.

During the first week of the fall semester, Student Activities hosted “Splash Week,” which acted as the welcome week for new and returning students. Several events held included a Welcome Week Breakfast, where breakfast was served in the Student Center. Later that afternoon there was an Ice Cream Social. On Wednesday, karaoke was held inside the Student Center and free 2018-2019 academic planners and sandwiches from Chick-Fil-A were passed out. Student Activities organized a Dark Dodgeball competition in the fitness center for students to visit the gym and eat healthy snacks.

During the fourth day of Splash Week on Thursday, August 23rd, Student Activities held a Party on the Patio where popcorn, cotton candy, and pizza were served, and played games.

On Tuesday, August 28th, Student Activities hosted an event called Tacos and Ten in collaboration with the Office of Technology and The ACC Bookstore. Additionally, students also received information about the Student Success Series events taking place during the semester from the Director of Retention, Holly Williams. The purpose of the event was to encourage students to add their student emails on their devices and learn more about Office 365.

The final event for the month of August, Student Activities hosted a Mug Art program where students were able to use their creativity and paint coffee mugs.

President’s Report

Dr. Albrecht’s report was deferred to October 2018.

Personnel Action

Mr. Tacquard made the motion to approve Hameedah Majeed as the Director of Physical Plant. Seconded by Mrs. Knape. Motion passed unanimously.

Personnel Action

Mr. Marvel made the motion to approve Dameria Boston as Academic Advisor. Seconded by Mrs Knape. Motion passed unanimously.

Data Report – Census Day Internal Enrollment by Location Report

Dr. Albrecht presented the Fall 2018 census day internal enrollment by location report. The report compared contact hours and headcount from the Fall 2017 census to the Fall 2018 census data by the various locations in which ACC provides courses. This report was for information only.

Continuing Education Workforce Development Update

Mr. Jim Simpson, Dean/Executive Director of Continuing Education and Workforce Development, presented the annual updates of the CEWD division. This report was for information only.

Proposed Changes to Local Board Policy DEA (Local)

Dr. Albrecht explained that corrected language was necessary in order for the Board Policy DEA (Local) to be in compliance with Board Policy DECA (Legal). Dr. Hertenberger made the motion to approve the revision to Local Board Policy DEA (Local) clarifying FMLA for spouses working for the same employer. Seconded by Mrs. Droege. Motion passed unanimously.

Governor's Summer Merit Grant

Mr. Gayland Capps, Grant Coordinator, presented information on a \$100,000 grant proposal that would be used for STEM training activities to youth ages 14-21 and exploration for youth in STEM careers. Mr. Tacquard made the motion to approve the submittal of the Jobs and Education for Texans (JET) grant. Seconded by Mrs. Knape. Motion passed unanimously.

The following three items were considered and voted upon collectively by the Board of Regents: Consider Approval of Purchase of Medical Equipment for the JET Grant, Consider Approval of Purchase of STEM Grant Purchases – Interactive Display Boards, and Consider Approval of RFQ for Construction Management Company

Mrs. Droege made the motion to approve the contracts with Covidien Sales LLC, a Medtronic company and GE Healthcare for medical equipment; to approve a contract with LCD Concepts, Inc. to purchase interactive display boards; and lastly, to approve a contract with AGCM for construction program management services with a completion date of December 31, 2020 for an amount not to exceed \$899,480. Seconded by Dr. Hertenberger. Motion passed unanimously.

Consider Approval of Tax Rate for 2018-19 Fiscal Year

The Board of Regents considered a \$32,922,206 Maintenance and Operations Budget for Fiscal Year 2018-2019 on September 20, 2018, after having multiple discussions in meetings and workshops. Included in the budget discussions was a proposal to adopt the Rollback Tax Rate of \$.187775 for the 2018-19 fiscal year. This tax rate supports a revenue of \$17,215,129. The breakdown of the tax rate is as follows:

Debt Rate:	\$.015973 (must adopt)
M & O Rate:	\$.171802
TOTAL RATE	\$.187775

The proposed tax rate required two tax hearings which were held on Monday August 27, 2018 and Tuesday September 11, 2018, each at 6 p.m. The motion to propose a tax rate of \$.187775, which is a tax increase of 6.85% above the Effective Tax Rate, to be adopted at a future meeting was made by Dr. Hertenberger. Seconded by Mr. Stuksa. Motion passed unanimously.

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

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

Financial Report Ending August 2018

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

Adjournment

There being no further business before the Board, the meeting was adjourned at 7:49 p.m.

Jody Droege, Secretary

Mike Pyburn, Chairman