

**ALVIN COMMUNITY COLLEGE
REGULAR MEETING OF NOVEMBER 29, 2018
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 29th day of November, 2018 at 6:00 p.m., with the following members, administrative personnel, and guests present:

Mike Pyburn	Chairman
Jody Droege	Secretary
Jim Crumm	Regent
Patty Hertenberger	Regent
Cheryl Knappe	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
Stacy Ebert	Alvin Community College
Nadia Nazarenko	Alvin Community College

Adam Clapp	Elijah Garcia	Kyle Larson	Olivia Henderson
Adam Clapp	Garrett Page	Kyle Marasckin	Pat Sanger
Alexa Mull	Gayland Capps	Laurel Joseph	Randi Faust
Alexander Swezer	Hameeda Majeed	Leigh Ann Moore	Rhonda Hull
Alexis Barton	Hayley Collins	Leslie Bartosh	Savannah Jones
Alexis Farris	Holly Williams	Lloyd Cox	Seth Thompson
Aliana Garcia	Ike Hamrick	Madison McDonald	Sha'la McDaniel
Amos Byington	Irene Robinson	Marby McKinney	Sheila Woods
Ashley Gonzales	Isabella Hernandez	Marlene Baxter	Shirley Brothers
Aundna Glycenter	Jeannette Stuksa	Mary Wahond	Tamala Capp
Bill Lewis	Jeff Gambrell	Matt Graves	Tammy Giffrow
Brittany Hazlewood	John Nuche	Moslemabad Bowers	Terry Sawma
Celina Saenz	John Tompkins	Najat Bavdaweel	Tori Lopez
Charley Bevill	Jonathan Brush	Nancy Fitzgerald	Traci Elliott
Clarissa Gibson	Jonathan Contreas	Nanushkka Kellogg	Vicki Marvel
Debbi Fontenot	Julie Pyburn	Natalie Bavdaweel	Victoria Garza
Deborah Kraft	Kathryn Tacquard	Natalie San Miguel	
Dick Tyson	Kelly Klimpt	Nina Tamez	
	Kristina Patterson	Norma Lahart	

1. Call to Order

The meeting was called to order by Chair Pyburn at 6:00 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 Deliberate the evaluation of ACC employees, including, but not limited to, College President's goals as related to President's evaluation, 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 7:01 p.m.

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

Invocation by Chair Pyburn.

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.

Mr. Dick Tyson – Alvin resident – Spoke to the subjects of the College's 70th anniversary, how ACC has done wonderful things for the community and need to keep a good attitude and that we keep the college in a positive and helpful way for the people and community and keep it moving forward. His other comment was that the campus has the best College leadership we have ever had in this community. He also asked why is it that we have to thank the Chamber of Commerce for everything in the city and can't figure out how to help the pedestrians. He thanked the police for stopping traffic at different times to help cross the roads, to help find ways to access and safely walk and ride a bike on and around Alvin – intersections Hwy 6 and Hwy 35. He stated that the political system works and wants it to keep working.

Board Chairman Report/Comments/Board Recognitions

Regents Stuksa and Tacquard wished everyone a Merry Christmas and happy new year.

Mrs. Knappe wished everyone a beautiful holiday and that the new year bring happiness and that she is looking forward to the College's Christmas play and concerts.

Chair Pyburn wished everyone a Merry Christmas, happy new year and hoped that everyone enjoys rest.

Mr. Marvel gave Vice Chair, Bel Sanchez's gratitude of employee's service through the season, namely Jason Nichols, and Mr. Marvel spoke about how awesome the Foundation gala was.

Dr. Hertenberger wished a happy 70th anniversary to the college and happy holidays to everyone.

Mrs. Droege said that she was happy to take part in the 70th anniversary celebration and that the Foundation gala was prenominal and well attended and wished all a blessed and safe holiday.

Dr. Crumm wished everyone a happy holiday and happy new year and was very happy with the success of the Foundation gala.

Chair Pyburn recognized the following:

The Softball team started its Softball Sisters initiative that included a series of camps where the Lady Dolphins shared their skills with young players. More than 200 local students attended the camps which were held in Alvin, Pearland and Santa Fe. Head Coach Jerri Torres Farmer and players were honored.

Respiratory Care Director Marby McKinney will be recognized as Site Visitor of the Year by the Commission on Accreditation for Respiratory Care. She will be honored during a ceremony on December 4 in Las Vegas.

ACC launched the literary journal called "The Fifth Plinth" that includes short stories, poems, original artwork and essays written and edited by students and staff. The journal was supported by a grant from the ACC Foundation. Charlie Beville, Faculty Advisor and members of the Fifth Plinth's editorial staff were honored.

The ACC English Department hosted the 53rd annual South West regional conference for the Two-Year College Association at the San Luis Hotel Resort in Galveston and was supported by an ACC Foundation grant and provided best practices to use in the classroom. Coordinators, English instructors Thomas Parker and Leigh Ann Moore were honored.

Each year ACC faculty and staff nominates its fellow members for the John & Suanne Roueche Excellence Award. The nominees honored were: English instructor Leigh Ann Moore, STRIVE instructor Mary Vlahovich, Respiratory Care instructor Norma Lahart, Accounting instructor Sheila Woods, Psychology instructor Traci Elliott, English instructor Haley Collins, Biology instructor Nancy Fitzgerald, Culinary Arts chair Leslie Bartosh and History instructor Johanna Hume.

Approval of Minutes

Chair Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of October 18, 2018 he would entertain a motion to approve. A motion to approve the minutes was made by Dr. Hertenberger. Seconded by Mr. Marvel. Motion passed unanimously.

Student Report

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

Student Activities held numerous events during the month of October in honor of Breast Cancer Awareness Month, Hispanic Heritage Month, and Mental Health Awareness Week.

Mental Health Awareness week was held October 8-11, 2018. Student Activities collaborated with the Student Government Association, the Assessment and Care Team, and the University of Texas Medical Branch Psychiatry Department to bring awareness events for students and offered free resources regarding mental health and awareness. The Student Government Association distributed mental health kits to help students destress. Dr. Miller from the UTMB Psychiatry department shared mental health information. Students practiced stress relief by creating homemade slime, stress balls, coloring, and creating positive affirmation jars.

In recognition of Breast Cancer Awareness, the following activities occurred: Wearing of pink on Wednesday and participants received a free Breast Cancer shirt from Student Activities; cookie decorating in the Student Center to display support and awareness by decorating a sweet treat and received a breast cancer ribbon.

Student Activities hosted a Coffee Break for students attending evening class to allow a break during the week of mid-terms, held a game of Loteria in the Student Center, made homemade candy apples and s'mores in the Student Center and students decorated pumpkins.

October 27th, student clubs and organizations and community partners teamed together to host the 43rd annual Fall Festival. SGA hosted laser tag, provided a bounce house and student clubs provided photo booths, cotton candy, popcorn, informational booths, games and a costume contest.

October 31st and November 1st, Student Activities partnered with the Art Department in the celebration of Día de los Muertos. Students decorated Calaveras – also known as sugar skulls, played Loteria – Spanish version of bingo, and listened to music and enjoyed food.

President's Report

Dr. Albrecht reported the following:

The Foundation celebrated the 70th Anniversary of the college during its annual gala on November 9. The event is the Foundation's largest fundraiser of the year and proceeds go towards student scholarships and college programs.

Spring registration is now open. Classes will begin on January 14. Registration for the three-week Holiday Mini Semester is also open and will close on December 6. Classes begin on December 10.

On November 14 we launched the ACC intranet site called "The Pod." The portal includes points of access for software platforms used by students including Microsoft Office 365, BlackBoard and WebAccess. It is available to students, faculty and staff.

For students who can't make it to our Admissions Office during the week, we are hosting the Super Saturday Registration Blitz on January 5 from 8 a.m. to 1 p.m. Students can come by and get advising, register for classes, take testing, buy books and more.

Two of our baseball players signed letters of intent on National Signing Day on November 13. Pitchers Gerrit Zijl and Hunter Murray signed to Texas Tech and Sam Houston State University respectively.

Two weeks ago I had the pleasure of visiting with our local Congressmen in Washington D.C. as part of the Business Leaders Union Fly-in on behalf of the National Council for Workforce Education. Alongside Ashlea Quinonez of Memorial Hermann and David King with INEOS, we visited with representatives Randy Weber and Pete Olson as well as with staff members for senators John Cornyn **and Ted Cruz**. Our discussions were focused on how best to help students learn in demand skills for their careers.

We had 30 recruiters from many colleges and universities on campus on November 13 for University Day. The annual event allows our students to visit with recruiters and receive assistance in transferring to another school once they finish at ACC.

We have many performances coming up in December from our Drama and Music programs. Every Christmas Story ever told will be performed on December 1,2 and 6-8 at the ACC Theatre. Tickets are available at the ACC website. Our Choir will have its Christmas Concert on 4 at 7:30 p.m. at the First United Methodist Church in Alvin. The ACC Community Band will perform its Christmas concert on December 9 at 3:30 p.m. in the Theatre. The concerts are free and open to the public.

On November 17 members of the ACC Baseball and Softball teams spent the day working with the City of Alvin on the Kaboom Playgroud! Our students were true lifesavers helping move many loads of mulch! I appreciate their willingness to volunteer.

The Executive Leadership Team had a chance to tour the Port of Freeport on Tuesday morning.

Today we have been sorting pallets of cans for the Annual AISD/ACC Can Food Drive. Saturday morning over 350 families will be coming to ACC or to Manvel High School to receive boxes of Food, pancake breakfast, toys and a visit from Santa.

Today I also got to take a ride with our Law Enforcement Driving Test. What a ride!

President's Goal #2 –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 reported on the President's Goal #2, relating to College Strategic Plan Goal 1.2 – Implement a data driven comprehensive review process to measure student achievement, progression, success and completion. The highlights included percentage of students who successfully completed English Composition, completed credit hours in a chosen major both full time and part time, graduation rates, and the number of students who transfer to a university after credit hours or a degree. This report was for information only.

College Data Annual Report - 2017-18

Mr. Pat Sanger, Director of Institutional Effectiveness and Research, gave the College Data Annual report for 2017-18, highlighting enrollment numbers, average age of students, percentage of out of district students, number of part time students, dual credit students, percentage that are new to ACC and the fact that the college has joined to the minority majority status. This report was for information only.

Annual Report from Alvin Community College Foundation, Inc.

Mr. David Jircik, President of the ACC Foundation, presented the annual update on Alvin Community College Foundation. Mr. Scott Bolton talked about the financial health of the Foundation. He spoke about the amount of money that was raised through various events held by the Foundation throughout the year to fund scholarships for students, departments on campus and other needs of the college. This report was for information only.

Consider Approval of MOU between the Foundation and Alvin Community College

Chairman Pyburn explained that the MOU between the college and the Foundation was written years and ago and had not been updated and with recent changes with SACSCOC standards require a modification of the document to clarify the relationship between ACC and the Foundation. Wendy Del Bello stated that Legal and the Foundation Board had reviewed and approved the MOU. Mrs. Knape made the motion to approve the updated MOU between ACC and the Foundation. Seconded by Mr. Tacquard. Motion passed unanimously. Dr. Albrecht stated that this document would be reviewed by the SACSCOC liaison in preparation for the future site visit and if something was missed, then the MOU would be brought back before the Board.

Presentation by AGCM

Mr. Amos Byington, AGCM, presented a report on the construction planning of the Maintenance Tax Note project. He noted that the design team will be brought in approximately four and a half months earlier than expected and that the priority list will be ready in early February and that questions will be addressed at the January 28, 2019 Board Workshop. Also, over the Winter Break many tests would be conducted for electrical, HVAC, generators, transformers and other systems, so as not to interrupt the regular business of the college, and that temporary sidewalk repairs may begin. Other tests will be conducted throughout January 2019. This report was for information only.

Personnel Action

Mr. Tacquard made the motion to take both personnel action requests together and approve Chakoa Jefferson as Academic Advisor, TDCJ and Daniel Gonzalez as Coordinator, Distance Education. Seconded by Mrs. Droege. Motion passed unanimously.

Consider Approval of Accenture Workforce and Economic Development Initiative Grant

Mr. Gayland Capps, Grant Coordinator, presented information on a \$13,200 grant proposal that would be used for beta testing an online job readiness system and its implementation into classroom applications. Mr. Tacquard made the motion to approve the submittal of Accenture Workforce and Economic Development Initiative grant. Seconded by Mr. Marvel. Motion passed unanimously.

Consider Approval of Metallica Scholars Initiative Grant

Mr. Gayland Capps, Grant Coordinator, presented information on a \$100,000 grant proposal that would be used for tuition and fees for CDL training and direct student support for course materials if awarded. Mr. Stuksa made the motion to approve the submittal of the Metallica Scholars Initiative grant. Seconded by Mrs. Knape. Motion passed unanimously.

Consider Approval of Board Policy CLA (LOCAL) Naming of College District Facilities

Dr. Crumm made the motion to approve the addition of Board Policy CLA (LOCAL) Naming of College District Facilities to the College Board Policy Manual. Seconded by Dr. Hertenberger. Motion passed unanimously.

Annual Report on Board Member Trainings

Dr. Albrecht stated that each year in November, a report is given on Board Member training and that the report should be updated as Mr. Marvel completed his online training. Dr. Crumm will have until May to complete the required first year training. This report was for information only.

Consider Approval of Reimbursement for Two Employees

The motion to authorize the President, or her designee, to make reimbursement payment so staff of up to \$500.00 per occurrence for damages sustained to an employee-owned motor vehicle, provided that the President determines, in the President's sole discretion, that sufficient evidence exists to conclude that the damage was caused by a College employee while action within the course and scope of his or her duties, and to find that the public purposes of avoiding (1) unfair financial hardship to affected employees for circumstances beyond their control, (2) harm to employee morale, and (3) harm to the college's ability to recruit and retain employees is served by such action was made by Mr. Marvel. Seconded by Mrs. Knape. Motion passed unanimously.

Resale of Trust Property

Action Items:

1. Account # 3940-0058-000, Brazoria County suit # 93T5270
2. Account # 3940-0059-000, Brazoria County suit # 93T5270
3. Account # 3940-0060-000, Brazoria County suit # 93T5270
4. Account # 3940-0061-000, Brazoria County suit # 93T5270

Dr. Hertenberger made the motion to accept the resale of trust properties as submitted. Seconded by Mrs. Droege. Vote for: Mr. Stuksa, Mrs. Knape, Mr. Tacquard, Mr. Marvel, Dr. Hertenberger, Mrs. Droege and Dr. Crumm. Vote against: Chair Pyburn. Motion passed.

Financial Report Ending October 2018

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

Adjournment

There being no further business before the Board, the meeting was adjourned at 8:27 p.m.

Jody Droege, Secretary

Mike Pyburn, Chairman