

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF November 21, 2019  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 21<sup>st</sup> day of November, 2019 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
Roger Stuksa	Regent
Andy Tacquard	Regent
Christal M. Albrecht	President, Alvin Community College
Jade Borne	Alvin Community College
Wendy Del Bello	Alvin Community College
Karen Edwards	Alvin Community College
Cynthia Griffith	Alvin Community College
Karl Stager	Alvin Community College
Stacy Ebert	Alvin Community College
John Matula	Alvin Community College
Nadia Nazarenko	Alvin Community College
Jeff Parks	Alvin Community College
Jim Simpson	Alvin Community College

Amos Byington  
Charley Bevill  
Courtney Wolfe  
Deborah Kraft  
Debra Fontenot  
Dwight Rhodes  
Erin Mackenzie  
Esther Kemper  
Gayland Capps  
Haley Collins

Hameedah Majeed  
Holly Williams  
Jenifer Hopkins  
Jessica Ruppert  
John Tompkins  
Juanita Marasckin  
Kelly Klimpt  
Laurel Joseph  
Leigh Ann Moore  
Leigh Davis

Lloyd Cox  
Lorrent Smith  
Matt Graves  
Pam Shefman  
Ronny Phillips  
Sarah Currie  
Tammy Giffrow  
Terry Sawma

**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 6:56 p.m.

### 3. **Call to Order**

The meeting was called to order by Chair Pyburn at 7:06 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**

Mr. Roger Stuksa went to the BCCA meeting and was pleased to hear good comments about the college and the good job that everyone is doing.

Vice Chair 'Bel Sanchez also attended the BCCA meeting, attended the Founders Day luncheon and was pleased to see the good attendance of faculty and staff.

Mrs. Cheryl Knape wished everyone a blessed Thanksgiving.

Dr. Patty Hertenberger talked about the article in Alvin Sun on the history of ACC and how it has served the community well and hoped that the article would be a reminder of what a great place ACC is. She also talked about the good job Dr. Albrecht has done in creating a great partnership with Alvin ISD.

Mrs. Jody Droege congratulated the Faculty and staff for receiving the Aspen Award, talked about how great the Foundation Gala was, attended the Founders Day luncheon, took the tour of CEWD in which the Strive students did great job, and lastly, wished everyone a happy Thanksgiving.

### **Board Recognitions**

Faculty and staff members annually recognize their peers for excellence in their profession by nominating them for the League Excellence Award. This year's recipient was English instructor Haley Collins and Nursing instructor Mekonnen Birru. The League Award honors those for outstanding contributions and leadership among our nation's Community Colleges. Haley and Mekonnen will be honored at the annual League for Innovations Conference in March in Seattle.

Two of the Associate Degree Nursing instructors recently completed a research project which detailed how the department adjusted the curriculum to ensure that students are receiving more training in performing pediatric exams. The project placed third among 45 entrants in a national competition sponsored by the Organization for Associate Degree Nursing (OADN). Recognized were Nursing instructors Wendy Stewart and Courtney Wolfe.

Staff members who seek to develop their leadership skills go above and beyond to improve not only themselves but their level of service to ACC. Continuing Education Director of Health Programs Leigh Davis and Director of Business and Technology Sara Currie recently graduated from Chair Academy. The Academy helps educational leaders understand their personal style of leadership while also bringing

out the best in others. They completed a year-long program with the Academy which included personal assessments, two week-long training sessions, a practicum and more.

The Two-Year College English Association is a six-state organization that provides teachers and administrators of junior college English with professional development opportunities and a platform to discuss issues facing educators. ACC English lead faculty member Leigh Ann More was recently given the Susan Faulkner Excellence in Teaching Award from the TYCA during the organizations regional conference.

Every holiday season, the Texas Capitol puts up a Christmas Tree decorated with ornaments produced by artists throughout the state. ACC Art student Hannah Bates hand-painted an ornament that was selected by State Rep. Ed Thompson to represent District 29 on the Capitol Tree.

### **Approval of Minutes**

Chair Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of October 24, 2019 he would entertain a motion to approve. A motion to approve the minutes was made by Vice Chair Sanchez. Seconded by Dr. Hertenberger. Motion passed unanimously.

### **Student Report**

There was no student report this month.

### **Faculty Senate Report**

Dr. Esther Kempen, president of ACCTA, gave an update on the various activities for the Fall 2019 semester. She talked about faculty workload review, instructional leadership, presentation of the Keaton Jones scholarship, onboarding of new faculty and training by IT on the newly installed True Touch system.

### **President's Report**

Dr. Albrecht updated the Board of Regents with the following information:

Registration for the Holiday mini-semester and the 2020 Spring semester is now open. Classes will begin for the three-week Holiday semester on December 16. The Spring semester will start on January 13.

Community members filled the campus grounds on October 26<sup>th</sup> for the annual ACC Fall Festival.

For the fifth time, ACC was named among the top 150 colleges in the country by the Aspen Institute. The college is now eligible for the 2021 Aspen Prize.

Faculty and staff members celebrated 71 years of Alvin Community College during a gathering on November 15 in the Student Center.

The Baseball team will host a camp for young players on December 7. ACC players will help youngsters develop their fielding, hitting and pitching skills. The camp is free to kids ages 5-14.

Students from our Nursing and Respiratory Care programs underwent interdisciplinary training on November 6.

The college hosted a Veterans Day Ceremony on November 11 at the Memorial Wall. Texas Veterans Commission education liaison Anthony Williams served as the guest speaker for the event.

The ACC Foundation hosted its annual Gala on November 8. The event raised money for student scholarships, college programs and more.

Representatives from more than 30 colleges and universities spoke with students about their future after finishing at ACC during University Transfer Day on November 12.

Eight players signed letters of intent to play softball at ACC during a ceremony on November 4.

The Continuing Education Workforce Development Department hosted an open house event on November 14. Representatives from different programs were on hand to speak with potential students.

Three Baseball sophomores signed letters of intent to play college baseball once they finish their careers at ACC.

**President's Report on Goal #3 Relating to Strategic Plan Goal #3 – "Alvin Community College will develop branding that will be an effective representation of the institution and its mission, and will be used to market the college."**

Dr. Christal Albrecht presented on President's Goal #3 which is "Integrate CEWD into the college's Marketing Plan, budget, and other areas as needed" as relating to Strategic Goal #3 which states "Alvin Community College will develop branding that will be an effective representation of the institution and its mission, and will be used to market the college." She summarized the plan and the agreement reached with a chargeback system, appointment of a CEWD marketing liaison, and inclusion of the CEWD marketing liaison in all marketing meetings. This report is for information only.

**Report on President's Goal #8 – Core Values**

Dr. Albrecht presented the President's Goal #8 report that states "Develop and present to the Board a set of ACC Core Values to accompany the Vision and Mission Statements". She talked about the steps taken to develop the Core Values which included various surveys and meetings and then presented the statement to the Regents. After completing the report and presentation of the statement, Mrs. Knape made the motion to approve the Core Values Statement as written. Seconded by Mr. Tacquard. Motion passed unanimously.

**Consider Approval to Construct a New Elevator**

The motion was made by Vice Chair Sanchez to approve the construction of a new centrally located elevator. Seconded by Mrs. Droege. Motion passed unanimously.

**Compensation Study Presentation by Evergreen Solutions, LLC**

Dr. Jeff Ling, Evergreen Solutions, LLC, gave a brief presentation on the Compensation Study that will be conducted on campus. This report was for information only.

**SACSCOC and QEP Update**

Dr. Pam Shefman, Executive Director of Institutional Research and Effectiveness, updated the Regents on the current implementation of the Quality Enhancement Plan (QEP) that included created Pathways student flags, ability to assign advisors based on Pathways, generated timelines for implementation, created the advising curriculum for use in Spring 2020, established faculty mentorship expectations and moved the scheduled meeting model. She also stated that the plan and narrative for SACSCOC is due on February 14, 2020. This report was for information only.

**Annual College Data Report – 2018-2019**

Dr. Pam Shefman, Executive Director of Institutional Research and Effectiveness, presented the college's annual Data Report based on data from the 2018-2019 academic year that included student data, enrollment by location, enrollment by course type and a five-year comparison of certified enrollment headcount. This report was for information only.

**Brazoria County Appraisal District – Resolution to Cast Votes**

Mr. Tacquard made the motion to cast Alvin Community College's 115 votes for Mr. Tommy King. Seconded by Vice Chair Sanchez. Motion passed unanimously.

**Annual Report on Required Board Member Trainings**

Dr. Albrecht reported on the required Board of Regents annual training, as per Education Code 61.084. This report was for information only.

**Consider Approval of Personnel Action: Biology Faculty, Mathematics Faculty, Health Information Management Faculty and Chief of Campus Police**

The motion was made by Vice Chair Sanchez to approve personnel hires collectively. Seconded by Mrs. Knape. Motion passed unanimously. The personnel approved included Biology faculty, Erin Mackenzie; Math faculty, Manuela Imthurn; Health Information Management faculty, Dr. Viseeta Brown; and Chief of Campus Police, Brian Allen.

**Consider Approval of Increasing the Contribution Rate to Employees with ORP Accounts**

The motion to approve the option of increasing the contribution rate for employees enrolled in the ORP by 0.9% to 7.5% and that those who are grandfathered remain at 8.5% was made by Dr. Hertenberger. Seconded by Mr. Stuksa. A second motion was made to accept the original motion and that the rate be made retroactive, effective as of September 1, 2019, by Mr. Tacquard. Seconded by Vice Chair Sanchez. Motion passed unanimously.

**Consider Approval of Tuition and Fees Recommendations for 2020-2021**

The motion to approve the recommended tuition and fees for the 2020-2021 year was made by Dr. Hertenberger. Seconded by Dr. Crumm. Motion passed unanimously.

**Financial Report Ending October 2019**

Dr. Hertenberger made the motion to approve the financial report for October 2019. Seconded by Mrs. Droege. Motion passed unanimously.

**Adjournment**

There being no further business before the Board, the motion to adjourn was made by Dr. Hertenberger. Seconded by Vice Chair Sanchez. Motion passed unanimously. The meeting was adjourned at 8:24 p.m.

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Jody Droege, Secretary

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Mike Pyburn, Chairman