

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF JANUARY 9, 2020  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 9<sup>th</sup> day of January, 2020 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
Cheryl Knape	Regent
Kam Marvel	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
Nadia Nazarenko	Alvin Community College
Jeff Parks	Alvin Community College
Jim Simpson	Alvin Community College

Amos Byington  
Brian Allen  
Charlie Lootens  
Deborah Kraft  
Gayland Capps  
Hameedah Majeed  
Joshua Durham

Juanita Marasckin  
Kelly Klimpt  
Kyle Marasckin  
Laurel Joseph  
Lloyd Cox  
Matt Graves  
Mike Brotherton

Pam Shefman  
Ronny Phillips  
Shirley Brothers  
Sheila Olson  
Karina Lovas  
Tammy Giffrow

**1. Call to Order**

The meeting was called to order by Chair Pyburn at 6:01 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:**

- *Private consultation with its attorney, when seeking the advice of its attorney about pending or contemplating litigation 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; To deliberate a matter regarding a student if personally identifiable information about the student will necessarily be revealed by the deliberation in accordance with Section 551.0821.*

The Executive Session ended at 7:00 p.m.

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

The meeting was called to order by Chair Pyburn at 7:09 p.m.

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

Invocation by Dr. Crumm.

### **Citizen Inquiries**

There were no Citizen Inquiries.

### **Board Chairman Report/Comments**

Mr. Roger Stuksa shared that he enjoyed attending the Frisbee Golf Opening at Briscoe Park.

Vice Chair 'Bel Sanchez talked about how impressed she was with the positive marketing that ACC's Radio station and Police Academy received by Channel 13 news.

Mrs. Cheryl Knape welcomed everyone back to the Spring semester and talked about how excited she was to see all the new marketing branding around town.

Mr. Andy Tacquard welcomed everyone back to the Spring semester.

Mr. Kam Marvel noted that he was happy to see how hard ACC is working to serve our community by all the diversity at the various graduation and pinning ceremonies in December.

Mrs. Droege agreed with Mr. Marvel and noted that the City of Alvin recognized Mrs. Stuksa for her dedicated attendance and support throughout the years with a very nice ceremony and seat dedication.

Dr. Jim Crumm noted that if anyone missed Mr. Pete Olson as the speaker at the Commencement ceremony, they should certainly go back and watch the recording.

Chairman Mike Pyburn welcomed everyone back and is looking forward to a great 2020.

### **Board Recognitions**

On December 6, the college hosted a delegation of 11 educators from China to learn about the many different programs offered at ACC. The visit was part of a program to help the Nanjing teachers learn more about education in the community, the culture of education in schools and how instruction is implemented in the region. Events Coordinator Robin Dahms and Dean of Professional, Technical and Human Performance programs Jeff Parks coordinated the event to make it a success.

ACC was given the Partnership Award for Community College Engagement from the Texas Workforce Commission during the commission's annual conference. The honor recognizes ACC's work with local employers to help meet the demands of a global economy and aligning workers' skills with workforce needs. Grants coordinator Gayland Capps has worked with TWC on several grants to benefit ACC students and since 2011, he has helped generate more than \$11 million grant funds from TWC and \$18 million in grant funds overall.

### **Approval of Minutes**

Chair Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of November 21, 2019 he would entertain a motion to approve. A motion to approve the minutes was made by Mrs. Knape. Seconded by Dr. Crumm. Motion passed unanimously.

### **President's Report**

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

Channel 13 was on the campus Wednesday with our Law Enforcement Academy to watch firearm training with some recent graduates while also get some hands on experience in high speed pursuits. The segment aired Wednesday as part of the Channel 13 ABC Plus program. Channel 13 also did a feature segment on the KACC radio station featuring interviews from ACC Communications students.

Registration is open for the Spring semester. Classes start on January 13.

On Tuesday the faculty and staff had its Spring Convocation. Throughout the week we have had division meetings and workshops on a variety of topics including BlackBoard, Career Pathways, the Quality Enhancement Plan, professional development and more.

The 21st annual Big Band Concert will be on Saturday, February 8 here at the Nolan Ryan Center. Funds raised at the event will go directly to the Music Department and alumni scholarships.

The college will host the 4th annual Across the Curriculum Conference on February 21 at the Science/Health Science Building. The conference provides local educators with an opportunity to share their methods in the classroom while also learning about how to make improvements.

Approximately 1,300 people were treated to breakfast and approximately 450 families were nominated to receive donated food and toys during the annual Breakfast with Santa event on December 7.

In December we had several graduation ceremonies including Commencement on December 14. The Nursing program hosted its pinning ceremony on December 11 and the Police Academy graduated its 113th class on December 9.

Before the break our Lab School students had their annual Snow Day. The event is funded by an Adopt A Grant through the ACC Foundation.

The Library recently launched a new application on their website called Ask A Librarian. The new app provides online assistance 24 hours a day with an accredited librarian.

#### **Status Update Regarding Regular Maintenance and Renovation Projects – AGCM**

Mr. Amos Byington, AGCM, presented an update regarding projects that happened over the Winter Break that included Theatre stage rigging, taking the campus offline to isolate buildings from the grid, installation of new chill water valves, underground work for chillers, replacement of some electrical switches and conductors, and that the primary construction bid went out for bid. Bid evaluations were finalized for the four bid submissions, with O'Donnell/Snider Construction being chosen, coming in approximately \$80,000 under budget. He also stated in the future, after all the work, buildings will now be able to be isolated for any work that will be needed.

#### **Consider Approval of CSP 20-02, 2018 Maintenance Bond Campus Improvements**

Motion to approve a contract with O'Donnell/Snider Construction for the 2018 Maintenance Bond Campus Improvements Construction Project. was made by Mr. Marvel. Seconded by Mrs. Knappe. Motion passed unanimously.

#### **Consider Approval of 2018 Maintenance Bond Campus Improvements Contingencies and Allowances**

Motion to approve the construction contingencies and allowances to be managed by AGCM on ACC's behalf for the construction contract was made by Mrs. Droege. Seconded by Mr. Stuksa. Mr. Amos Byington spoke about the various items that would be purchased or rented during construction and that if any monies aren't spent, that money would go back into the project fund. Chair Pyburn confirmed that

the items would be brought before the staff prior to purchasing or renting and not before the Board. Chairman also had a concern about handing over the spending of such large amounts of contingencies without the Board having some form of input or the staff approving with accountability of the spending. Dr. Albrecht stated that the Board could delegate authority to her to work with AGCM on any contingencies or allowances. Mr. Byington was in agreement with any changes that the Board would like to make and that any change order made would have to be brought to the College President for approval. After all discussion concluded, a second motion was made to amend the first motion to delegate to staff the authority to give approval before any of the contingency or allowances are spent, specifically the College President, was made by Mr. Marvel. Seconded by Mr. Tacquard. Motion passed unanimously. The vote for the original motion, as amended, passed unanimously.

**Consider Acceptance of the 2018-19 Audit (Annual Financial Report- AFR) Approval Annual Audit Report**

Mr. Mike Brothers, Belt, Harris, and Pechacek, gave the Board of Regents a brief overview and highlights of the financial audit for 2018-2019. He stated that a clean and modified opinion of the financials and required disclosures had been issued. The motion to accept the 2018-2019 annual audit was made by Vice Chair Sanchez. Seconded by Mrs. Knape. Motion passed unanimously.

**Consider Acceptance of Audited Fund Balance Available to Transfer to Institutional Reserve**

Mr. Tacquard made the motion to authorize the College to make the transfer of the Unrestricted Fund Balance of \$1,142,745.22 for fiscal year ending August 31, 2019 to the Institutional Reserve. Mrs. Droege seconded the motion. Motion passed unanimously. Dr. Albrecht stated that if in the future the Board wishes to direct some of these funds to additional repair and renovation projects, not covered by the maintenance Tax Note, it may take separate action at that time.

**ACC Foundation Report**

Ms. Shirley Brothers, ACC Foundation President, presented the Foundation report for 2018-2019. She talked about the various events, annual gala, grants, scholarships, employee recognitions, employee giving, and their amounts given. Scott Bolton, RBC Wealth Management, also gave the annual financial report stating that the amount in the account was at an all-time high of approximately \$3.5 million dollars in December. Shirley Brothers presented a check for \$131,520 representing the support given to Alvin Community College for the 2018-19 academic year. This report was for information only.

**Consider Approval of Appointment of Election Clerk**

The motion was made by Mrs. Droege to approve the appointment of Mr. John Tompkins as the Election Clerk and the custodian of the election records. Seconded by Mr. Tacquard. Motion passed unanimously.

**Consider Approval of Personnel Action (Replacement): Government Faculty**

The motion to approve Karina Lovas as Government faculty was made by Mr. Stuksa. Seconded by Mrs. Droege. Motion passed unanimously.

**Consider Approval of Jobs and Education for Texans Grant – ADN Program**

Motion to approve the college's submittal of the Jobs and Education for Texans Grant – ADN Program was made by Mr. Tacquard. Seconded by Vice Chair Sanchez. Motion passed unanimously.

**Consider Approval of Jobs and Education for Texans Grant – ACC-Danbury ISD Welding Programs**

Motion to approve the college's submittal of the Jobs and Education for Texans Grant – ACC-Danbury ISD Welding programs was made by Mr. Tacquard. Seconded by Vice Chair Sanchez. Motion passed unanimously.

**Consider Approval of May 2020 Board Meeting Date Change**

Mr. Marvel made the motion to change the Board of Regents May meeting date from May 21, 2020 to May 12, 2020. Seconded by Dr. Crumm. Motion passed unanimously.

**Consider Approval of Resolution for Bus Lease**

The motion to approve that the Board of Regents, as represented by Chairman Mike Pyburn, sign the Authorizing Resolution, and further designate the President and Vice President, Administrative Services, to act as the authorized representatives of the College was made by Mr. Tacquard. Seconded by Mrs. Knape. After several questions about the lease were answered, the motion passed unanimously.

**Consider Approval of Resale of Property**

Dr. Crumm made the motion to approve the resale of property - Account # 0420-0103-130, Brazoria County Suit # 73209. Seconded by Mr. Tacquard. Vote for: Dr. Crumm, Mrs. Droege, Mr. Marvel, Mr. Tacquard, Mrs. Knape, Vice Chair Sanchez, and Mr. Stuksa. Abstained: Chairman Pyburn. Motion passed 7-1.

**Financial Report Ending November 2019 and Audited Financial Report for August 2018-19**

Mr. Marvel made the motion to approve the financial report for November 2019 and the Audited Financial Report for August 2018-19. Seconded by Mrs. Droege. Motion passed unanimously.

**Adjournment**

There being no further business before the Board, the motion to adjourn was made by Mr. Marvel. Seconded by Dr. Crumm. Motion passed unanimously. The meeting was adjourned at 8:29 p.m.

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**Jody Droege, Secretary**

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**Mike Pyburn, Chairman**