

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF OCTOBER 24, 2019  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 24<sup>th</sup> day of October, 2019 at 6:00 p.m., with the following members, administrative personnel, and guests present:

Mike Pyburn	Chairman
'Bel Sanchez	Vice-Chair
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
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
John Matula	Alvin Community College
Nadia Nazarenko	Alvin Community College
Jeff Parks	Alvin Community College
Jim Simpson	Alvin Community College

Amos Byington  
Charlie Lootens  
Cherlyn Crawford  
Deborah Kraft  
Esther Kemper  
Gayland Capps  
Hameedah Majeed  
Holly Williams  
Janisha Stewart

John Tompkins  
Jorge Mendoza  
Joshua Durham  
Kelly Klimpt  
Kyle Marasckin  
Laurel Joseph  
Lloyd Cox  
Lorna Craft  
Mary Jove

Matt Graves  
Michelle Cox  
Pam Shefman  
Qurencia Joshua  
Rhonda Hull  
Ronny Phillips  
Tammy Giffrow

**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 6:55 p.m.

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

The meeting was called to order by Chair Pyburn at 7:03 p.m.

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

Invocation by Dr. Crumm.

### **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 thanked everyone for the cards, flowers and the support in the passing of his wife, Jeannette.

Vice Chair 'Bel Sanchez talked about attending the play at ACC.

Mrs. Cheryl Knape wished everyone a "Bootiful" weekend!

Dr. Patty Hertenberger congratulated the group who works on the Food Bank and happy that ACC is involved in helping students with their needs.

Dr. Jim Crumm reminded everyone to get their tickets to the ACC Gala in November.

Chairman Mike Pyburn stated that on a personal note to Mr. Stuksa how Jeanette will be missed sitting in the audience at the ACC Board meetings and commended him for 56 years of marriage and the way that Mr. Stuksa took care of his wife and that thoughts and prayers are with him and his ACC family is here for him.

### **Board Recognitions**

ACC started a partnership with the Houston Food Bank to help make food available to economically disadvantaged students and recently, the ACC food bank received the Higher Education Partnership Award from the Houston Food Bank. Recognized were: Student Retention Director Holly Williams and Retention student worker Janisha Stewart who operate the ACC Food Bank.

Sgt. Charlie Lootens, a Master Peace Officer with the ACC Police Department, was recognized for utilizing her skills in assisting with a student who was contemplating suicide. After sitting and speaking with the student, she brought the student to counselors who provided much needed assistance. Sgt. Lootens was named a Hometown Hero and was honored at halftime during the Shadow Creek-Friendswood game.

All three high schools, Shadow Creek, Manvel and Alvin have hosted homecoming parades and the ACC float was proudly displayed in each one. ACC won Best Float in the Manvel High School parade. Recognized for their work on the float were: Media Technology specialist Kyle Marasckin and Theatre Design coordinator D'Carrey Stell.

The Student Government Association serves as the voice of all students at Alvin Community College and are a familiar face at Board of Regent meetings where they deliver a monthly report. The SGA recently elected officers for the 2019-20 year. Recognized were: president Lorna Craft, vice president Cherlyn Crawford and secretary Macey Parks.

### **Approval of Minutes**

Chair Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of September 26, 2019, and Board Workshop of October 14, 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.

### **Student Report – Lorna Craft, Cheryln Crawford and Macey Parks**

Ms. Lorna Craft introduced herself as the newly elected SGA President for the 2019-2020 school year. She stated that she attended Pearland High School and after 18 successful years in Healthcare Revenue Cycle, made the decision to change her career and enrolled at ACC. She is a sophomore working to attain her Associates in Mathematics and upon graduation plans to transfer to Texas A&M University in Kingsville to study geology.

Ms. Cherlyn Crawford introduced herself as the newly elected Vice President of SGA. She stated that while raising two children, she maintained a career in office management as well as bookkeeping and when her youngest daughter moved away to college, decided to follow suit and is currently completing my final pre-requisites in Pediatric Echocardiography. I am thoroughly enjoying my time here at ACC and look forward working with all of you.

Macey Parks, who was unable to attend, is the new ACC Student Government Associations' secretary for the 2019-2020 school year. She is a graduate from Columbia High School and currently a Health Science major at ACC. She plans to transfer to Texas A&M University for her Bachelors of Science in Nursing degree.

Ms. Craft talked about the officers of SGA working closely with the new Coordinator of Student Activities, Ms. Querencia Joshua to develop ideas and plans to engage the student body, improve student morale, and raise funds for the organization.

### **President's Report**

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

The college will be hosting the annual Fall Festival on Saturday, October 26 here on the campus grounds. This is a popular event for the college and benefits student organizations. The event will be from 5 p.m. to 9 p.m.

Spring registration will begin on November 13.

This week the college has been hosting Transfer Week, highlighting the importance of students transferring to other institutions once they complete their education here.

ACC was awarded the Mobile Go Grant, which will fund a mobile computer lab to act as a recruiting station for prospective ACC students.

The Community Advisory Committee met on October 15. We worked with our community partners to discuss the college's core values.

Angleton High School students came to the college on October 4 to make recordings of their performances.

The Mu Upsilon chapter of Phi Theta Kappa inducted its newest members during a ceremony on October 10.

ACC Geology instructor Philip O'Brien spoke with children about the Rock Cycle during the Earth Science Celebration at the Houston Museum of Natural Science on October 12.

Our Foundation Gala is scheduled for November 8 at the Southshore Harbor Hotel in League City. This year's theme is Get Your Groove On. Music will be provided by local band Nick and the Groove. All proceeds benefit students and programs at ACC.

ACC will host the University Transfer Day event on November 12 in the Student Center. The event gives students the opportunity to speak with school's representatives, without visiting that school, saving students time and cost.

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

Mr. Amos Byington, AGCM, presented the monthly report on the construction planning of the Maintenance Tax Note project. He reported on the design team update, large construction projects, a budget update, possible elevator located in the center of the campus in front of Building C, and the minor Infrastructure Package approved by the Contractor for different projects that would be moving forth over the Winter Break. This report is for information only.

#### **Report on President's Goal #7 – Report on College Auxiliary Accounts**

Dr. Albrecht presented a status report on the President's Goal #7 relating to the Auxiliary accounts of the Fitness Center, Childcare Center, Security, Student Activities, Bookstore and Vending and Mr. Karl Stager answered various questions. This report was for information only.

#### **Access and Accountability Report (AFA)**

Dr. Albrecht presented the Access and Accountability report that is required to be given by November 1<sup>st</sup> each year that provides information on certain criteria (ethnicity, gender, median family income, and admitting of students and awarding of financial aid) for the preceding fall, spring and summer semesters that examines the affordability and access of the college. This report was for information only.

#### **Grants Update**

Mr. Gayland Capps provided the bi-annual grants update report that included currently awarded and future planned discretionary competitive grants, submitted discretionary competitive grants awaiting review, formula or non-competitive grants awarded and any sub-recipient grants awarded. This report was for information only.

#### **Consider Approval of Mobile Go Grant Trailer**

Vice Chair Sanchez made the motion to approve a contract with Magnum Trailers and Banner Sign Graphics to provide the purchase of the Mobile Go Center and marketing wrap. Seconded by Mr. Marvel. Motion passed unanimously.

#### **Consider Approval of H-GAC/City of Alvin Recycling Grant Project for ACC**

The motion to approve the college's acceptance of the funds in the event that the City of Alvin is awarded the H-GAC/City of Alvin Recycling grant was made by Mr. Tacquard. Seconded by Vice Chair Sanchez. Motion passed unanimously.

**Consider Approval of Network Infrastructure Refresh**

Dr. Hertenberger made the motion to approve a contract with DataVox to provide IT infrastructure network refresh equipment and services. Seconded by Mr. Marvel. Motion passed unanimously.

**Consider Approval of Minor Campus Infrastructure Package**

The motion was made by Dr. Hertenberger to approve a contract with Structure Tone for the minor campus infrastructure services project. Seconded by Vice Chair Sanchez. Motion passed unanimously.

**Consider Approval of Resale of Trust Property**

Mr. Tacquard made the motion that the Board accept the offer of the Brazoria County Resale of Trust Property Account # 8301-0000-110, Brazoria County suit # 56718. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Consider Approval of 2018-19 Budget Amendment**

The motion to approve the second revision to the 2018-2019 Budget was made by Vice Chair Sanchez. Seconded by Mr. Marvel. Motion passed unanimously.

**Financial Report Ending September 2019**

Dr. Hertenberger made the motion to approve the financial report for September 2019. Seconded by Mr. Stuksa. Motion passed unanimously.

**Adjournment**

There being no further business before the Board, the motion to adjourn was made by Dr. Hertenberger. Seconded by Mr. Tacquard. Motion passed unanimously. The meeting was adjourned at 8:20 p.m.

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**Jody Droege, Secretary**

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**Mike Pyburn, Chairman**