

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF MAY 23, 2019  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 28<sup>th</sup> day of March, 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
Patty Hertenberger	Regent
Cheryl Knape	Regent
Kam Marvel	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
Jim Simpson	Alvin Community College
Karl Stager	Alvin Community College
Linda Austin	Alvin Community College
Jerry Fliger	Alvin Community College

Amos Byington  
Debbie Kraft  
Debra Fontenot  
Gayland Capps  
Hameedah Majeed  
Holly Williams  
Jason Schreiber

John Tompkins  
Kelly Klimpt  
Kristina Vinson  
Kyle Marasckin  
Laurel Joseph  
Lloyd Cox  
Matt Graves

Phillip O'Brian  
Randi Faust  
Rhonda Hull  
Sammi Sanders  
Tammy Giffrow

**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*

The Executive Session ended at 7:05 p.m.

### 3. Call to Order

The meeting was called to order by Chair Pyburn at 7:12 p.m.

- Pledge
- Invocation

Invocation by Regent Marvel.

### 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

Vice Chair Sanchez talked about how gratifying it was to watch our students, especially the first time and STRIVE students, graduate this past Saturday.

Mrs. Cheryl Knape echoed Vice Chair Sanchez's comments.

Chair Mike Pyburn stated that it was an honor to be a part of the graduation ceremony and thanked the faculty and staff for all the things they do for students.

Mr. Kam Marvel said that his son is now an ACC student and that he was excited to see how many Dual Credit students graduated on Saturday.

Dr. Patty Hertenberger congratulated the Nursing department and the Baseball team and was happy to see the impact that ACC has had on the lives of the graduates

Mrs. Jody Droege wished everyone a happy summer.

Chair Pyburn recognized the following:

Baseball head coach Jason Schreiber was recognized for several accomplishments that included serving as a leader for the National Junior College Athletic Association, being selected as the chair for the NJCAA Region 14 South Baseball conference and finally, named Coach of the Year for the division because of the team's success this season. NJCAA Conference chairs are responsible for conducting conference meetings, annually reviewing rules and regulations, submit conference schedules for approval and other administrative duties. Schreiber will serve two years as chair.

The most important student recruiting event each year is the Amazing Race to College where hundreds of local high school students are invited to the campus to tour facilities and meet with staff members to learn more about what the college has to offer. The event is a massive undertaking that requires a high degree of coordination and planning. This year's event was again a great success with more than 500 students participating. Recognized for helping coordinate the event were Digital marketing specialist Sammi Sanders, Marketing coordinator Cammy Guggisberg, Student Activities administrative assistant Kristina Vinson and Student Retention Director Holly Williams.

### **Approval of Minutes**

Chair Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of April 25, 2019 and, he would entertain a motion to approve. A motion to approve the minutes was made by Dr. Hertenberger. Seconded by Mr. Tacquard. Motion passed unanimously.

### **State of the College Report**

Dr. Albrecht updated the Board of Regents with the annual State of the College Report which included the information on the 86<sup>th</sup> Legislature challenges, SACSCOC accreditation progress, the 60x30TX state initiative, Strategic Plan and goals relating to the plan, enrollment information, the number of degrees and certificates awarded in 2018-19, the successful pass rates in various programs, the increasing number of Dual Degree graduates, new programs added this past year, the partnership between ACC and UH-CL at Pearland, Maintenance and Operations budget, ACC tax rate, Maintenance Tax projects, fiscal audit report, partnership between ACC and Western Governors University, the various grants received, Adjunct job fairs, new CEWD programs, support of the ACC Foundation, success of the Baseball team, received the Chamber Lifetime Achievement Award, various campus events, Board of Regent recognitions and finally the Founder's Day celebration recognizing the 70<sup>th</sup> year of Alvin Community College. This report was for information only.

### **Strategic Plan Report Relating to Goal #2**

Mr. Karl Stager and Dr. Cindy Griffith presented an update on Strategic Plan Goal 2. Mr. Stager talked on the first Objective 2.2 - Fund prioritized renovation projects for existing campus facilities and technology needs. He listed several construction projects and which funds would cover those projects and the ADA and Safety studies. Dr. Griffith talked about Objective 2.3 – Plan, design and construct a new campus on the west side of the college taxing district. She stated that various programs are being offered at the JB Hensler Career and Technical High School, Shadow Creek High School and at UHCL Pearland to serve Pearland and the west side of the taxing district. She shared research and data analysis for course offerings at the UHCL Pearland campus and enrollment comparison for UHCL Pearland. This report is for information only.

### **Consider Approval of 2018-2019 Budget Amendment #1**

The motion to approve the amendment #1 to the 2018-2019 budget to authorize the administration to make the budget transfers was made by Vice Chair Sanchez. Seconded by Dr. Hertenberger. Motion passed unanimously.

### **Consider Approval of Purchase of Interactive Display Boards**

Mr. Marvel made the motion to approve the purchase of the interactive displays board from LCD Concepts, Inc. Seconded by Mrs. Droege. Motion passed unanimously.

### **Consider Approval of Polysomnography and Neurodiagnostic Technology Hardware and Software**

Mr. Tacquard made the motion to approve the expenditure of funds for NDT and polysom hardware and software. Seconded by Mrs. Droege. Motion passed unanimously.

**Consider Approval of Fees for Facility Rentals**

Dr. Albrecht explained that certain fees had changed, some fees were no longer applicable, and that facility rental fees needed to be adjusted to become consistent. Vice Chair Sanchez made the motion to approve the list of fees as recommended with an effective date of June 1, 2019. Seconded by Mr. Tacquard. Motion passed unanimously.

**Personnel Action**

The following three replacement personnel items were combined into one motion.

Vice Chair Sanchez made the motion to approve Jennifer Graves as Instructor of Sociology, Daveon Gee as College Recruiter and Gabriela Leon as Financial Aid Director. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Consider Action Relating to the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline and/or Dismissal of a tenured ACC Professor**

Chairman Pyburn stated that there would be no action on this item at this time.

**Consider Approval of Board Policy Update 36, Affecting Local Policies**

Dr. Albrecht explained that certain updates were made to Local Board policies by TASB as deemed necessary. Motion was made by Mr. Tacquard to approve to add these updated and revised policies as recommended by TASB policy service, to the Alvin Community College's Local Policy Manual. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Consider Approval of Resolution of Payment for Personnel During School Closure**

On Friday May 10, 2019 the college administration closed the campus due to the threat of flooding and poor driving conditions. Vice Chair Sanchez made the motion to approve the resolution that authorizes the payment of employees for the college closure on May 10, 2019. Seconded by Mrs. Droege. Motion passed unanimously.

**Financial Report Ending April 2019**

Mrs. Knappe made the motion to approve the financial report for April 2019. Seconded by Dr. Hertenberger. Motion passed unanimously. Chairman Pyburn requested that the Board begin receiving reports on the revenue and expenses of the auxiliary accounts. Dr. Albrecht assured the Board that the information can be provided and suggested that the report be included in her goals for the 2019-2020 year.

**Adjournment**

There being no further business before the Board, the motion to adjourn was made by Vice Chair 'Bel Sanchez. Seconded by Mr. Marvel. Motion passed unanimously. The meeting was adjourned at 8:09 p.m.

---

Jody Droege, Secretary

---

Mike Pyburn, Chairman