

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF August 16, 2018  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 16<sup>th</sup> day of August, 2018 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
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
John Bethscheider	Alvin Community College
Jerry Fliger	Alvin Community College
Nadia Nazarenko	Alvin Community College

Adam Clapp	Gayland Capps	Laurel Joseph	Terry Sawma
Amanda Stephens	Holly Williams	Lloyd Cox	Tori McTaggart
Amos Byington	Ike Hamrick	Melissa Reeves	Vicki Marvel
Bill Lewis	Irene Robinson	Patrick Sanger	
Danielle Thomas	Jeannette Stuksa	Paul Lamp	
Debbi Fontenot	John Tompkins	Randi Faust	
Deborah Kraft	Joshua Truksa	Rhonda Hull	
Dick Tyson	Kelly Klimpt	Stacy Ebert	
Dwight Rhodes	Kyle Marasckin	Tammy Giffrow	

**1. Call to Order**

The meeting was called to order by Vice Chair Sanchez 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:**

- *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 Vice Chair Sanchez at 7:02 p.m.

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

Invocation by Mr. 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.*

Mr. Lloyd Cox – Alvin resident – Spoke on the subject of the Tax Maintenance Note and provided the Regents a handout with the information about which he had concerns.

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

Mr. Stuksa – Attended the Convocation luncheon and couldn't believe how many faculty and staff were there.

Mrs. Knape – Welcomed back everyone and thanked the new employees for choosing ACC. Enjoyed Convocation and congratulated Dr. Bethscheider on his Retirement.

Mr. Tacquard – Apologized for not being at the Convocation luncheon and thanked Dr. Bethscheider for his years of service.

Mrs. Sanchez - Enjoyed Convocation and was excited for the new year to begin and was nice to hear that staff/faculty appreciate the Board and congratulated Dr. Bethscheider on his retirement.

Mr. Marvel – Congratulated John Duke, Dora Devery and John Bethscheider on their retirements and thanked them for their years of service to the college and hoped that the college could use them as a great source of input in the future.

Dr. Hertenberger – Echoed the other Regents regarding retirements and Convocation. She also stated how important this Tax Maintenance Bond is and that the Board owes it to the students and community.

Mrs. Droege – Attended the Convocation luncheon and said it was wonderful and so nice see all the faculty and staff. She also spoke to the importance of the Maintenance Tax note.

Dr. Crumm – Stated that Alvin Live finished up August 9 with Elvis Impersonator, Jack Sullivan, and was a lot of fun. He also informed everyone about the ACC Foundation Gala on November 9 which will feature the Fab Five.

### **Approval of Minutes**

Vice Chair Sanchez said that if there were no corrections or additions to the minutes of the Regular Board meeting of July 26, 2018 and Board Workshop of August 6, 2018 he would entertain a motion to approve. A motion to approve the minutes was made by Mr. Marvel. Seconded by Mrs. Knape. Motion passed unanimously.

### **President's Report**

Dr. Albrecht reported on the following:

Late registration is now open for fall. Classes will begin on August 20. Registration for the Second Start semester is now open. Classes will start September 17.

This week we closed out our Fall convocation. Our faculty and staff attended workshops, attended division meetings and recognized their colleagues during the Service Awards Luncheon yesterday.

To help students who can't make it to campus during the week, we hosted the Super Saturday Registration Blitz on August 11. Students were able to take required tests, meet with an advisor, learn about Financial Aid and much more.

We recently completed installation of a new air handling unit and air ducts in Building G.

Elvis impersonator Jack Sullivan closed out the Foundation's Alvin Live Summer Concert Series last week. The annual series raises money for student scholarships, grants and the Communications Department.

Students and staff affected by Hurricane Harvey can now apply for assistance through the Rebuild Texas Grant. Students enrolled for the 2018 Fall semester can seek assistance for tuition, books and other materials. Students and staff can also apply for support through a child care program to allow students with children to attend courses. The ACC Foundation received an \$87,000 grant from the Rebuild Texas Fund in June.

The Texas Workforce Commission issued a \$243,556 Jobs and Education for Texans Grant to the Alvin Community College Associate Degree Nursing program to for patient simulation. The funds will be used to purchase equipment to be used in patient simulation scenarios with an emphasis on interdisciplinary care. The grant was issued through the Workforce Commission's Jobs and Education for Texans program.

### **Consideration and Approval of a Resolution Authorizing the Issuance of Alvin Community College District Maintenance Tax Notes, Series 2018; Specifying the Terms and Features of Said Notes; Providing for the Payment of Said Notes; and Resolving Other Matters Incident and Related to the Issuance, Sale, Payment and Delivery of Said Notes, Including the Approval and Execution of a Paying Agent/Registrar Agreement and the Approval and Distribution of an Official Statement**

Mr. Dave Gordon, Estrada and Hinajosa Investment Bankers, presented an overview of the current conditions for the Maintenance Tax Note. He stated that the rates are lower and that ACC has had an increased assessed value rating from the various agencies. He also stated, that if the Maintenance Tax Note was approved, the closing would be scheduled on August 30, 2018. The motion was made by Mrs. Droege to approve the Resolution Authorizing the Issuance of Alvin Community College District Maintenance Tax Notes, Series 2018; Specifying the Terms and Features of Said Notes; Providing for the Payment of Said Notes; and Resolving Other Matters Incident and Related to the Issuance, Sale, Payment and Delivery of Said Notes, Including the Approval and Execution of a Paying Agent/Registrar Agreement and the Approval and Distribution of an Official Statement. Seconded by Dr. Hertenberger. Vice Chair Sanchez called for the vote at 7:26 p.m. at which time Chairman Pyburn entered the room and was present for the vote.

Voted For: Mr. Stuksa, Mrs. Knape, Vice Chair Sanchez, Mr. Tacquard, Chairman Pyburn, Mr. Marvel, Dr. Hertenberger, Mrs. Droege, Dr. Crumm,

Voted Against: None

Motion passed unanimously.

### **Consideration and Approval for Proposed Tax Rate for 2018-19**

The Board of Regents considered a \$32,922,206 Maintenance and Operations Budget for Fiscal Year 2018-2019 on August 16, 2018, after having multiple discussions in meetings and workshops. Included in the budget discussions was a proposal to adopt the Rollback Tax Rate of \$.187775 for the 2018-19 fiscal year. This tax rate supports a revenue of \$17,215,129. The breakdown of the tax rate is as follows:

Debt Rate:	\$.015973 (must adopt)
M & O Rate:	\$.171802
TOTAL RATE	\$.187775

The proposed tax rate would require two tax hearings which are currently scheduled for Monday August 27, 2018 and Tuesday September 11, 2018, each at 6 p.m.

The motion to propose a tax rate of \$.187775, which is a tax increase of 6.85% above the Effective Tax Rate, to be adopted at a future meeting was made by Mrs. Knape. Seconded by Mr. Marvel.

Voted For: Mr. Stuksa, Mrs. Knape, Vice Chair Sanchez, Mr. Tacquard, Chairman Pyburn, Mr. Marvel, Dr. Hertenberger, Mrs. Droege, Dr. Crumm,

Voted Against: None

Motion passed unanimously.

### **Consideration and Approval of 2018-19 Maintenance and Operating Budget**

Chairman Pyburn stated that after discussions from the Board workshops on June 18, 2018 and July 16, 2018 and discussions at the June 28, 2018 Board meeting, the proposed 2018-2019 budget is \$32,922,206. Mrs. Deborah Kraft, Director, Fiscal Affairs, answered questions from the Board of Regents regarding the 2018-19 budget. Vice Chair Sanchez made the motion to approve the budget of \$32,922,206 as presented with funds allocated to the payment of the maintenance tax note for campus renovations and repairs. Seconded by Dr. Crumm. Motion passed unanimously.

### **Data Report – New Student Success Report**

Mr. Patrick Sanger, Director of Institutional Effectiveness and Research, presented the Student Success Points Report, which provides three years of information on ACC's students' success in eleven areas and compares ACC to the state average. This report was for information only.

### **Personnel Action**

Mr. Tacquard made the motion to approve Dr. Stacy Ebert as the Dean of Health and Legal Studies, Thomas Burke as Mathematics Instructor, and Darron Garner as Human Services Instructor. Seconded by Dr. Hertenberger. Motion passed unanimously.

### **President's Goals for 2018-2019**

Chairman Pyburn explained that the Board of Regents met in a workshop in early August in which they reviewed the Strategic Plan and identified Presidential goals that were directly related to the plan. Motion to approve the nine goals established for the President for the 2018-19 year by Mrs. Knape. Seconded by Mr. Stuksa. Motion passed unanimously.

**RFP for Campus Food Services**

Mrs. Randi Faust, Director of Purchasing, answered questions from the Regents and confirmed that in the proposal from Medic Pharmacy, a local restaurant, that they will provide and staff appropriately to serve a large student population with consistent pricing. Mr. Tacquard made the motion to approve a contract with Medic Pharmacy, LLC for food service management. Seconded by Mrs. Droege. Motion passed unanimously.

**Fiscal Year 2018-19 Cooperative Purchasing Programs**

Mrs. Randi Faust, Director of Purchasing, explained that the College participates in various purchasing cooperatives, organizations alliances and interlocal agreements for the purpose of providing lower prices and better quality products for institutions and must submit for annual utilization approval. Vice Chair Sanchez made the motion to approve the utilization of purchasing cooperatives and interlocal agreements on an as-needed basis for authorized expenditures utilizing fiscal year 2018-2019 funds. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Annual Purchasing Requests for Fiscal Year 2018-2019**

Mrs. Randi Faust, Director of Purchasing, explained that the Regents approve various purchase requests that in excess of \$50,000 each year. Dr. Hertenberger made the motion to approve the purchase requests which include annual contract renewals and anticipated expenditures in excess of \$50,000 during the 2018-2019 fiscal year. Seconded by Mrs. Droege. Motion passed unanimously.

**Jobs and Education for Texans (JET) Grant**

Mr. Gayland Capps, Grant Coordinator, presented information on a \$300,000 grant proposal that would be used for the purchase of software supplies and equipment for the welding program. Mrs. Knape made the motion to approve the submittal of the Jobs and Education for Texans (JET) grant. Seconded by Mr. Marvel. Motion passed unanimously.

**Proposed Changes to Local Board Policy DJ (Local)**

Dr. Albrecht explained that after review of policy language, changes to the Local Board Policy DJ (Local) would reflect specification of the number of contact hours in addition to the number of credit hours in the faculty workload along with clarifying language around academic and technical program areas. The motion to approve the revision to Local Board Policy DJ (Local) clarifying faculty workload was made by Dr. Hertenberger. Seconded by Mrs. Knape. Motion passed unanimously.

**Investment Policy**

Mr. Karl Stager, Vice President of Administrative Services, provided information on the ACC investment strategy, designated investment officers and investment providers and stated that the date of the investment strategy has been updated to 8/16/18. The following have been added to the list: Investment Provider - First Southwest Asset Management (A Hilltop Holdings Company), the Bank - JSC Federal Credit Union and the Investment Pool - TexSTAR Investment Pool. The motion to approve the investment strategy which will supplement Policies CAK Legal and Local was made by Vice Chair Sanchez. Seconded by Mr. Tacquard. Motion passed unanimously.

**Financial Report Ending July 2018**

Motion was made by Mrs. Knape to approve the financial report for July 2018. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Adjournment**

There being no further business before the Board, the meeting was adjourned at 7:48 p.m.

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**Jody Droege, Secretary**

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**Mike Pyburn, Chairman**