

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF AUGUST 17, 2017  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 17<sup>th</sup> day of August, 2017 at 6:00 p.m., with the following members, administrative personnel, and guests present:

Mike Pyburn	Chair
Jody Droege	Secretary
Patty Hertenberger	Regent
Cheryl Knape	Regent
'Bel Sanchez	Regent
Roger Stuksa	Regent
Doyle Swindell	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
Karen Edwards	Alvin Community College
Jim Simpson	Alvin Community College
John Bethscheider	Alvin Community College
Jerry Fliger	Alvin Community College
Linda Austin	Alvin Community College
Nadia Nazarenko	Alvin Community College

Alexandria Garcia	Holly Williams	Patrick Sanger
Becky Schuenemann	Ike Hamrick	Randi Faust
Bill Lewis	Jeannette Stuksa	Rhonda Hull
Brenda Schibi	Jennifer Hopkins	Sammi Sanders
Cammy Guggisburg	John Matula	Sarah Langlois
Debbi Fontenot	John Tompkins	Seth Thompson
Dena Coots	Kam Marvel	Stacy Ebert
Dick Tyson	Kelly Klimpt	Tammy Giffrow
Dora Devery	Kyle Marasckin	Terry Sawma
Dwight Rhodes	Laurel Joseph	Vicki Marvel
Dwight Rhodes	Marby McKinney	
George Tacquard	Micki Kincaide	

**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:** *To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, and/or dismissal ACC employees, including, but not limited to, College President's evaluation and contract in accordance with Tex. Gov't Code Section 551.074.*

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

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

The meeting was called back to order by Chair Pyburn at 7:04 p.m.

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

Invocation by Mrs. Sanchez.

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

Chair Pyburn asked the Regents for any comments. Mrs. Sanchez attended the post Legislative Seminar in Austin and found it very informative and good to interact with other Board members across the state. She also thanked the marketing department for helping with the back to school fair. Mrs. Knape talked about attending the Convocation luncheon and thanked all the long time employees for their dedication and said how exciting it was to see all the new employees and STEM group. Mrs. Droege attended the final Alvin Live concert and said what a great summer series it had been. She attended the Convocation luncheon and said how great it was to see all the faculty and staff and welcomed the new employees.

### **Board Recognitions**

- Ms. Dena Coats, Retention Coordinator - was recently selected to serve on the Texas Higher Education Coordinating Board's Learning Technology Advisory Committee, which analyzes the role of technology in education and develops policy recommendations to implement technology in the classroom.
- Ms. Marby McKinney – was awarded the Gareth B. Gish Memorial Education Recognition Award by the American Respiratory Care Foundation.

### **Approval of Minutes**

Chairman Pyburn said that if there were no corrections or additions to the minutes of the Regular Board meeting of June 22, 2017 Facilities Advisement Community Team (F.A.C.T.) meeting of June 26, 2017, Board Budget Workshop of June 28, 2017 and Board Budget Workshop of August 10, 2017, he would entertain a motion to approve. A motion to approve the minutes was made by Mrs. Sanchez. Seconded by Mrs. Knape. Motion passed unanimously.

### **President's Report**

Dr. Albrecht shared the following comments:

In October, 2016 The Board of Regents gave me a goal to hold a facilities workshop to review the facilities master plan. A workshop was held in October 2016 and subsequent board workshops were held in February, March and April of 2017. The board had the opportunity to tour the campus and see first-hand the state of the physical plant and various classroom and learning support buildings.

In April, 2017, the Board directed me to call together a group of community tax payers to discuss the facility needs of the campus. That committee, called the Facilities Advisement Community Team (FACT) met in May and June of this year and some members of that committee are here this evening. The committee came to a consensus regarding its recommendations and the recommendations were presented to the board during the July 2017 Board meeting. The board subsequently considered the recommendations of the FACT committee during two workshops in August.

That brings us to tonight. We are at a critical juncture. The Board has spent a great deal of time considering all the options for renovating the campus and making improvements that would move the college forward to the 21<sup>st</sup> century.

What community members may not know are the many infrastructure issues we have experienced over the last year that have disrupted the learning environment on campus and caused great inconveniences to students, faculty and staff.

- We had an issue with our HVAC system where a valve allowed water from the HVAC system to back-flow into our drinking water. We had no drinkable water on the campus and had to bring drinking and cooking water into the childcare center so that food could be prepared for the children. We had to close campus food service and we couldn't teach our culinary classes.
- In January, the Chiller that serves the main areas of the campus failed. We had to dip into contingency funds and pool together the \$300,000 needed to purchase and install a new unit. We were fortunate that the failure occurred when it did and that we were able to get the new system installed in early June prior to the temperatures reaching the high nineties as they have been lately.
- In February the cast iron plumbing pipes under building E collapsed and this time for over a week we didn't have food service for the campus and were not able to teach culinary classes.
- In June we had a gas leak in our S building causing us to have to move classes out of that location for almost 2 weeks. Thanks to the quick action of our police and environmental staff, no one was injured in that potentially catastrophic event. But the disruption to instruction was huge.
- In July, Mr. C's vacated the kitchen and preparation began for our new food service provider, NW Catering, to take over and begin serving August 1. An issue with the Vent Hood was discovered and caused the kitchen not to pass inspection by the city. Because the Vent Hood is so old, parts are no longer available and we had to have parts custom made. To date we still do not have food service. We have back up plans to use the culinary kitchen at Alvin ISD to teach our culinary classes if the kitchen is not ready by Monday when classes begin.
- And finally, we started last week with no AC in buildings A-H on campus due to the failure of the chill water pump. We had a new chill water pump on campus as we knew that one of the pumps had already failed and we planned to install the new one on Saturday August 19, prior to the start of the semester. We brought in portable AC units to cool the most critical areas such as the childcare center, testing center and the IT server rooms but they were only able to cool the spaces to about 85 degrees. The repair company could not get out to campus soon enough so our staff worked round the clock and were able to install the pump overnight. Instruction was again impacted with classes having to be moved and some instructors cancelling classes. Each of these incidents disrupted instruction which is our core business operation.

In May 2016 our bond election was rejected by voters because they said they did not want to support a Westside campus. Over and over we heard from the community that they would support a bond if it was just for the ACC campus. Tonight the board will be considering a number of building options that would benefit just the ACC campus. Funds are needed to improve our facilities and provide a 21<sup>st</sup> century learning environment for our students. We need to send a message to our students that they are "worth it", that we are here to serve them, and that they deserve facilities where there is: air conditioning, drinkable water, classrooms that are free of mold and asbestos, plumbing that allows them to flush the toilets, available food service and buildings that don't have leaking gas lines.

Tonight the board has to ask itself if they are willing to go forward with a bond and counter any opposition that may be out there. Are they willing to ask the community to support the college? Will they stand up for the students they represent?

The last bond election was divisive and hurt our community. It's time for our community to rally around us in recognition of all the ACC has done to and will continue to do to be the driver of workforce competitiveness and economic development for the region. Those who have benefited from ACC should be willing to stand up and support it, not just with their words, but with their actions.

### **Citizen Inquiries**

Citizen Inquiries included the following:

Ms. Becky Schunemann – Alvin Resident, member of F.A.C.T. – Spoke about the needs and improvements for the ACC facilities and campus. She stated that she supports the building of a new Technical building. She and her family have all attended ACC and wants ACC to be competitive and offer the best for future students and family

Mr. George Tacquard – Alvin resident and ACC graduate – Asked for a list of certain criteria on programs and visits to campuses to tour other Technical buildings with findings to be reported in order for him to make a clearer decision for a bond to build a new Technical building at ACC. He stated that he could not support a bond without more information and that it should be delayed until 2018.

Kam Marvel – Alvin resident and ACC graduate – stated that he came with one goal and that was to thank the Board, Dr. Albrecht and Administration for their hard work. He thanked Chairman Pyburn, after watching for the last year and a half, with the division after the bond election, for bringing a Board of diverse opinions and experience together to work well and thanked the President for working so well with the Board. Thanked Mr. George Tacquard for his conversations that have given him more information regarding ACC and that he also thanked him for being able to differ and disagree on certain issues. He also stated that he is a tax payer with children who are attending ACC and taking Dual Credit classes. He stated that as long as the board members are looking in the mirror and sleeping at night knowing that they are making their decisions based on what is the best for the students, he will stand behind those decisions and if they differ, he will respect those decisions.

### **Administrative Services Area Report**

Mr. Karl Stager presented an update on the Administrative areas which included: Information Technology, Business Office, College Store, Physical Plant departments, Purchasing, Mailroom/Campus Telephone Operators, Vending and Campus Cafeteria. He listed the various projects in the IT department and Physical Plant area have been completed or that is ongoing, the College Store's revenue and what that money is used for, total postage use and cost in the Mailroom, the processes implemented by the Purchasing department and the responsibilities and challenges of the Business Office. This report was for information only.

### **Personnel Action: Network Security Administrator**

The motion was made by Mrs. Sanchez to approve Harold Wicker as Network Security Administrator. Seconded by Mr. Tacquard. Motion passed unanimously.

**Consider Approving the Written Evaluation Instrument of the College President**

Ms. Sarah Langlois presented the Board of Regents the instrument by which the President would be evaluated based upon performance goals given by the Regents and performance of general job responsibilities. The motion was made by Mrs. Droege to approve the written evaluation instrument of the College President. Seconded by Mrs. Knape. Motion passed unanimously.

**Revision to Board Policy CF (Local)**

A motion to approve a revision to policy CF (LOCAL) to delegate authority in the event of a catastrophe, emergency, or natural disaster affecting the College District to the President or her designee to contract for the replacement, construction, or repair of school equipment or facilities if emergency replacement, construction, or repair is necessary for the health and safety of district students and staff was made by Mrs. Sanchez. Seconded by Mrs. Droege. Motion passed unanimously.

**Investment Policy Update for August 2017**

In August of each year, the College's Investment Policy update is required by the Public Funds Investment Act. The motion was made by Mr. Tacquard to approve that the Board of Regents approve the investment policy update for August 2017. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Release of Board Approved General Service Fee Project Balances**

Mr. Karl Stager presented a balance remaining on three projects that were completed and came in under budget. The motion to approve the release of the remaining balances to the fund balance of the General Services Fee account was made by Mrs. Sanchez. Seconded by Mrs. Knape. Motion passed unanimously.

**IFB 17-05 Bank Depository Services**

Two responses to procure bank depository services were received and the bid by First National Bank of Alvin was the lowest bid and met solicitation requirements. Motion was made by Mr. Tacquard to approve a contract with First National Bank of Alvin for bank depository services. Seconded by Mr. Stuksa. Motion passed unanimously.

**Consideration of Hugh Adams Park Lease Agreement**

Dr. Albrecht stated that the ten-year lease agreement with Hugh Adams Park was due and was updated to include two additional five-year periods. Motion to approve the extension of the Hugh Adams Park lease agreement for a ten-year period with two (2) additional five-year (5-year) periods by Mr. Swindell. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Fiscal Year 2017-2018 Annual Purchasing Requests**

Mrs. Randi Faust stated that it is time to approve the annual purchasing requests which represents estimates only of anticipated contract renewals and expenditures in excess of \$50,000. Motion was made by Mr. Swindell to approve the purchase requests which include annual contract renewals and anticipated expenditures in excess of \$50,000 during the 2017-2018 fiscal year. Seconded by Mrs. Knape. Motion passed unanimously.

**Fiscal Year 2017-2018 Cooperative Purchasing Programs Request**

Mrs. Randi Faust stated that ACC participates in various cooperative purchasing programs and that it is again time to approve their utilization for the 2017-18 fiscal year. Motion to approve utilization of purchasing cooperatives and interlocal agreements on an as-needed basis for authorized expenditures utilizing fiscal year 2017-2018 funds was made by Mrs. Sanchez. Seconded by Mr. Tacquard. Motion passed unanimously.

**Consideration of Approval of Programs to be Offered in an Online Format**

Dr. Albrecht informed the Regents that 21 programs had already been approved the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to be offered in a face-to-face format and online format. These same programs had also been approved by Texas Higher Education Coordination Board (THECB) for approval to offer in a face to face format and require further approval from the THECB to be offered in an online format, which requires the Board of Regents to approve the offering of the programs in an online format. Motion to approve offering the 21 programs in which a student may complete a majority (more than 50%) of the credit hours in an online format was made by Mrs. Sanchez. Seconded by Mr. Stuksa. Motion passed unanimously.

**Campus Consortium Mobile App Grant**

Dr. Albrecht explained that at the June 22, 2017 Board of Regents meeting the Board approved the college to submit for the Campus Consortium Mobile App Grant for Ellucian Colleague Intuitions in the amount of \$100,000. Since then, ACC was awarded a total of \$252,465 for five years in which there is a match of \$7,181. This expenditure will be funded by the Technology Fee Fund. Motion to accept the increased award for the Campus Consortium Mobile App Grant and authorize the \$7,181 to be expended from the Technology Fee fund as a match was made by Mrs. Droege. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Consideration of Proposed Maintenance and Operations Rate and Debt Services Rate**

Mrs. Droege made the motion to adopt the effective tax rate for the 2017-2018 year and that the effective rate is \$.180750 per \$100 in value which includes the M&O rate of .0163608 and the debt service tax rate of .017142. The effective tax rate is a 0% tax increase. Seconded by Mr. Swindell. Motion passed unanimously.

**Consideration and Approval of Orders Calling a Bond Election**

Chairman Pyburn stated that the Board had spent a great deal of time since last October (2016) in multiple workshops and the F.A.C.T. team had looked at what went wrong with the last bond election and tried to find a path forward to consensus to try to see what could be done to benefit the students on this campus. There were several options on the table that the Regents talked about in the workshop prior to this meeting and received information from ACC's financial advisor and bond council. The Board looked at three different alternatives and could talk about them more if need be, but to stay in order, he entertained an order for one of the alternatives.

Regent Droege made the motion to approve Alternate One in the amount of \$48.5 million dollars and approval of the orders calling a bond election. Second by Regent Knape.

Chairman stated that there was a motion to approve Alternate One in the amount of \$48.5 million dollars that would be on the November 7<sup>th</sup> ballot for this year.

He also stated to be clear, and it was confirmed, that Alternate One would include an 80,000 sq. ft. Technology building, demolition of Building G, \$12 million worth of campus infrastructure upgrades and \$1.5 million for safety and security upgrades.

Chairman Pyburn called for any questions or discussion. Regent Tacquard commented that he was going to vote against it. His concern was to the tax payers in that he felt that not enough research was done to know what is going to be put in the building and stated that he knows that it could possibly be developed afterwards, but had an issue with asking the public for \$28 million for a building that is still not clear on exactly what is going to be put in it.

There were no other comments.

Vote for: Regents Stuksa, Sanchez, Knappe, Hertenberger, Droege, Swindell and Chairman Pyburn.  
Vote against: Mr. Tacquard.

Chairman Pyburn stated that the motion passes and will move forward with the bond issue this November. This is the first step of many and he is counting on everyone here to help us. He said that he believed that the Board has listened to the public and has done everything possible in the amount of time that they had to address the concerns that were expressed from the last bond election. He appreciated the F.A.C.T. committee's work and appreciated the time, the effort and the work of the consultants and the ACC staff.

### **Resale of Trust Property**

The following property was brought before the Board of Regents for resale consideration:

1. Account # 3690-0431-120, Brazoria County suit # 42071.

The motion was made to reject the resale of trust property was made by Mr. Tacquard. Seconded by Dr. Hertenberger. Motion passed unanimously.

### **Financial Report Ending July 2017**

The motion was made by Mr. Tacquard to approve the financial report ending July 2017. Seconded by Mrs. Droege. Motion passed unanimously.

### **Adjournment**

There being no further business before the Board, the meeting was adjourned at 8:14 p.m.

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Jody Droege, Secretary

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Mike Pyburn, Chair