

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF AUGUST 17, 2023  
OFFICIAL MINUTES**

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

'Bel Sanchez	Chairman
Jody Droege	Vice-Chair
Patty Hertenberger	Secretary
Jim Crumm	Regent
Kam Marvel	Regent
Michael Hoover	Regent
Yvette Reyes-Hall	Regent
Darren Shelton	Regent
Jake Starkey	Regent
Robert Exley	President, Alvin Community College
Karl Stager	Alvin Community College
Stacy Ebert	Alvin Community College
John Matula	Alvin Community College
Nichole Eslinger	Alvin Community College
Wendy Del Bello	Alvin Community College
Kelly Klimpt	Alvin Community College

Beth Nelson  
Clay Grover  
Tammy Giffrow  
Kyle Marasckin  
John Tompkins

Alyssa Bullock  
Michael Lovaglio  
Nadia Nazarenko  
Jeff Parks  
Debra Fontenot

Alexander Marriott  
Anita Exley  
Bryan Hinshaw  
Jessica Ranero-Ramirez  
Dick Tyson

**Call to Order**

The meeting was called to order by Chair Sanchez at 6:02 p.m.

**Certification of Posting of Notice**

Certification of the posting of the notice as listed in the agenda was acknowledged. Dr. Exley certified that a notice of the meeting was posted in accordance with Title 5, Chapter 551, *Texas Government Code*.

**Executive Session**

- *For the purpose of a private consultation with its attorney when seeking the advice of its attorney about pending or contemplating litigation, in accordance with Tex. Gov't Code Section 551.071; For the purpose of deliberating the purchase, exchange, lease, or value of real property, in accordance with Tex. Gov't Code Section 551.072; Deliberate, but not limited to, the College President's goals as related to President's evaluation; appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, in accordance with Tex. Gov't Code Section 551.074; deliberate a matter regarding a student if personally identifiable information about the student will necessarily be revealed by the deliberation, in accordance with Tex. Gov't Code Section 551.0821.*

The meeting was called back into session by Chair Sanchez at 7:19 p.m.

- **Pledge**
- **Invocation**  
Invocation by Mr. Shelton.

### **Citizen Inquiries**

There were no citizen inquiries.

### **Board Comments**

Chair Sanchez noted how great convocation was and good to see all the folks back on campus.

### **Approval of the Consent Agenda**

Chair Sanchez said that she would entertain a motion of approval of the Consent Agenda that included the minutes of the Regular Board Meeting of July 27, 2023, minutes of the Board Workshop of August 7, 2023, Personnel Action (Replacement): Counselor, Personnel Action (Replacement): Faculty, History, Personnel Action (Replacement): Faculty, History, Personnel Action (Replacement): Faculty, History, Personnel Action (Replacement): Cybersecurity Faculty. A motion to approve the Consent Agenda was made by Secretary Hertenberger. Seconded by Mr. Hoover. Motion passed unanimously.

### **President's Report**

Dr. Exley gave a summary that included the following:

The Fall semester is on the horizon. Registration is still open and classes begin on Monday!

Welcome Week will kick off with the Fall semester on Monday. There will be several events including a grab and go breakfast on Monday, free giveaways, a pop-up thrift store and the Party on the Patio on Wednesday.

Monday was our Fall convocation. Guest speaker this year is entrepreneur and Gringo's Owner Russell Ybarra who talked about the importance of learning from failure. Throughout this week staff members have been attending breakout sessions and departmental meetings. The breakout session topics included artificial intelligence, student success and engagement, promoting equitable well-being, emergency response, college data as well as a legislative update.

One of our speakers in our breakout sessions was Lorena Galvan, who is from the UHCL Autism and Developmental Disabilities Center. She talked about strategies to support college students who have autism.

ACC homeschool and Dual Enrollment graduate Alyssa Burns recently graduated from the U.S. Coast Guard academy. She will soon be patrolling the seas aboard the USCGC Rollin Fritch out of Cape May, New Jersey.

The college hosted its first Back to Campus Friday on August 11. Students were able to come onto campus and take care of any last minute items to get ready for the Fall semester.

The college hosted Cybersecurity Night on August 8 here on campus. Two of our students were part of a discussion panel to discuss issues facing the industry.

This report was for information only.

**ConexEd Implementation Report**

Mr. John Matula presented an update on the ConexED that included the following information: usage data on various items, staff member data, continuous update of information, nursing applications and milestones, Welcome Center live chats, student support ribbon on the website and The POD, distribution of ConexED cards, student satisfaction data surveys with feedback, student ratings of ConexED and employee satisfaction information. This report was for information only.

**Possible Action on Student Grievance**

Mrs. Reyes-Hall moved to uphold the Level 3 Appeal decision to deny the student appeal. Seconded by Mr. Marvel. Motion passed unanimously.

**Consider Approval of President's Goals for 2023-2024**

The motion to approve the President's Goals for 2023-2024 as presented in Executive Session was made by Secretary Hertenberger. Seconded by Dr. Crumm. Motion passed unanimously.

**Consider Approval of Contract for Updated Master Plan**

The motion to approve a to authorize the President to negotiate and possibly enter into a contract with Stantec for amount not to exceed \$ 250,000 was made by Mr. Hoover. Seconded by Dr. Crumm. Motion passed unanimously. Also noted was that in the unlikely event that the amount will need to be increased staff will request such an increase in advance.

**Consider Approval of Budget Amendment 2022-23 Request-Physical Plant**

The motion to approve the Budget Amendment 2022-2023 – Physical Plant as presented and effective as of August 18, 2023, was made by Secretary Hertenberger. Seconded by Vice Chair Droege. Motion passed unanimously.

**Consider Approval of Childcare Tuition Increase**

The motion to approve the requested Child Care tuition increase as presented was made by Mr. Marvel. Seconded by Mr. Hoover. Motion passed unanimously.

**Consider Approval of Personnel Action (Replacement): Vice President of Student Services**

The motion to approve John Matula as Vice President, Student Services was made by Mr. Marvel. Seconded by Mr. Shelton. Motion passed unanimously.

**Consider Approval of Personnel Action (New): Faculty, Faculty**

There was no action for this item.

**Consider Approval of Personnel Action (New): Faculty, Psychology**

The motion to approve Shana Sutcliffe as Psychology Faculty, pending budget approval, was made by Mr. Starkey. Seconded by Secretary Hertenberger. Motion passed unanimously.

**Consider Approval of Personnel Action (New): Polysomnography/Clinical Coordinator**

The motion to approve Amanda Moore as Polysomnography/Clinical Coordinator, pending budget approval, was made by Mr. Shelton. Seconded by Dr. Crumm. Motion passed unanimously.

**Consider Approval of Personnel Action (New – Full Time Temporary): Faculty, Economics and Faculty, History**

There was no action for these items.

**Consider Approval of Contract for Anthology/Blackboard**

The motion to authorize the President to execute a three-year agreement with Anthology/Blackboard for \$267,526.19 to be effective September 1, 2023, pending budget approval was made by Secretary Hertenberger. Seconded by Mrs. Reyes-Hall. Motion passed unanimously.

**Consider Approval of Contract Extension with Honorlock**

The motion to authorize the President to execute a one-year agreement with Honorlock for the purposes of online proctoring for \$96,000.00, pending budget approval was made by Mr. Starkey. Seconded by Mrs. Reyes-Hall. Motion passed unanimously.

**Consider Approval of Fiscal Year 2023-2024 Cooperative Purchasing Programs**

The motion to approve the utilization of purchasing cooperatives and interlocal agreements on an as-needed basis for authorized expenditures utilizing fiscal year 2023-2024 funds, pending budget approval was made by Mr. Hoover. Seconded by Mr. Marvel. Motion passed unanimously.

**Consider Approval of Fiscal Year 2023-2024 Annual Purchasing Requests In excess of \$50,000**

The motion to approve the listed purchase requests which include annual contract renewals and anticipated expenditures in excess of \$50,000.00 during the 2023-2024 fiscal year, pending budget approval was made by Vice Chair Droege. Seconded by Mr. Hoover. Motion passed unanimously.

**Consider Adoption of the 2023-2024 Fiscal Year Budget**

The motion to approve the budget Scenario # 2 as presented and adopt a 4% pay increase for eligible employees, including those who were hired on or before March 1, 2023, for the college President as agreed upon in Executive Session, and to include and confirm all previous action items noted as “approved pending budget approval” was made by Secretary Hertenberger. Seconded by Vice Chair Droege. Motion passed unanimously.

**Consideration and Approval of Proposed Tax Rate for the 2023-2024 Fiscal Year**

The motion to approve that the Board take a record vote to propose a meeting on September 28, 2023, to consider the proposal of adopting a Voter Approval Rate for fiscal year 2023-2024 with a stated proposed rate of \$.151264 was made by Vice Chair Droege. Seconded by Mrs. Reyes-Hall. Motion passed unanimously.

Chair Sanchez also read the following statement: “A public hearing will be held on September 28, 2023, at 5:30 p.m. in the Nolan Ryan Center, Alvin Community College, for consideration of this tax rate.”

**Consider Approval of Investment Policy**

The motion to adopt the Investment Policy for 2023-24 with noted amendments was made by Mr. Hoover. Seconded by Mr. Marvel. Motion passed unanimously.

**Financial Report Ending July 2023**

The motion to approve the financial and investment report for July 2023 was made by Secretary Hertenberger. Seconded by Mr. Marvel. Motion passed unanimously.

**Adjournment**

There being no further business before the Board, the meeting was adjourned at 8:05 p.m.

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**Dr. Patty Hertenberger, Secretary**

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**'Bel Sanchez, Chair**