

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF OCTOBER 22, 2020  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in a regular session on the 22<sup>nd</sup> day of October at 6:00 p.m., with the following members, administrative personnel, and guests present:

'Bel Sanchez	Chairman
Jody Droege	Vice-Chair
Patty Hertenberger	Secretary - Virtual
Jim Crumm	Regent
Kam Marvel	Regent
Darren Shelton	Regent - Virtual
Jake Starkey	Regent - Virtual
Roger Stuksa	Regent
Andy Tacquard	Regent
Christal M. Albrecht	President, Alvin Community College
Jade Borne	Alvin Community College - Virtual
Wendy Del Bello	Alvin Community College
Karen Edwards	Alvin Community College - Virtual
Cindy Griffith	Alvin Community College - Virtual
Karl Stager	Alvin Community College - Virtual

Jonathan Brush  
Shirley Brothers  
Kyle Marasckin  
Tammy Giffrow  
Virtual Attendees:

Kelly Klimpt  
Akilah Martin  
Amos Byington  
Alan Phillips  
Pam Shefman

Esther Kempen  
Debbie Kraft  
Cherlyn Crawford  
Eberechi Onye Franklin  
Paloma Garcia

**1. Call to Order**

The meeting was called to order by Chair Sanchez 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**

- *For the purpose of a private consultation with its attorney when seeking the advice of its attorney, in accordance with Tex. Gov't Code Section 551.071; To deliberate the appointment of Regents and staff to the Presidential screening committee, as in accordance with Tex. Gov't Code Section 551.074.*

Executive Session ended at 6:33 p.m.

The meeting was called back into session by Chair Sanchez at 6:40 p.m.

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

### **Citizen Inquiries**

There were no citizen inquiries.

### **Board Comments/Recognitions**

The Regents thanked the staff and faculty for all their continued hard work and efforts in keeping the college operating and serving the students.

### **Recognitions**

The first line of defense in keeping the ACC campus safe during the COVID-19 pandemic is the check in team. Under the direction of Events Coordinator Robin Dahms, this group of employees and student workers check symptoms and temperatures of everyone who enters the campus.

The team members include Robin Dahms, Adebola Victoria Adebambo, Bailey Grasso, Blaine Holesovsky, Brooke Koons, Carol Fuller, Eberechi Estina Onye-Franklin, Emily Ford, Janisha Stewart, Melissa Mazzeno, Paloma Garcia, Priscila Delapaz and Sam Adamo.

### **SACS/QEP**

The team of employees led by Vice President of Instruction Dr. Cindy Griffith worked to prepare for the accreditation reaffirmation report and the site visit. The SACS team members include: Dr. Griffith, Dean of Arts and Sciences John Matula, Institutional Effectiveness and Research Executive Director Dr. Pam Shefman, Institutional Effectiveness and Research Director Pat Sanger, Institutional Effectiveness and Research Associate Tammy Braswell and Administrative Assistant Juanita Marasckin.

The accreditation reaffirmation process also includes the development and implementation of the Quality Enhancement Plan. Team members instrumental in developing the QEP include: Vice President of Student Services Dr. Jade Borne, Institutional Effectiveness and Research Executive Director Dr. Pam Shefman, Speech faculty Dr. Maria Starling, History faculty Dr. Alex Marriott, adjunct faculty Regan Metoyer.

### **Relocation Team**

The relocation team has been coordinating all employee moves over the past year, due to construction and renovations to the campus, to insure employees are able to do their job effectively in an alternate location. The team members include: Vice President of Outreach and Development Wendy Del Bello, Vice President of Fiscal and Administrative Services Karl Stager, IT Executive Director Kelly Klimpt, Network Administrator Steve Cabrera, Physical Plant Director Hameedah Majeed and Institutional Support Specialist Lori King.

### **Bookstore**

The ACC College Store was recently honored by the education technology firm Redshelf for having the largest inclusive access for the Fall 2020 term. The college store saw a 196 percent growth for the semester. Those who helped implement the Redshelf platform for the College Store include: Manager Vicki Marvel, College Store employees Carol Pounds, Mark Simpson, and David Martinez. Assisting them were: IT Analyst Ben Deadwyler, Institutional Support Specialist Lori King and Distance Education Director Daniel Gonzalez Jr.

### **Surprise Recognition**

The final recognition for the evening was presented to Dr. Christal Albrecht from U.S. Congressman Pete Olson. He surprised her with the framed Congressional record that he presented on the floor of the U.S. House in honor of her service at ACC and her upcoming retirement.

### **Approval of Minutes**

Chair Sanchez said that if there were no corrections or additions to the minutes of the Public Tax Hearing of September 17, 2020, Regular Board meeting of September 17, 2020, Called Meeting of October 2, 2020 and the Board Workshop of October 12, 2020 she would entertain a motion to approve. A motion to approve the minutes was made by Mr. Marvel. Seconded by Vice-Chair Droege. Motion passed unanimously.

### **Student Report**

SGA officers, President, Cherlyn Crawford, Vice President, Eberechi Onye Franklin, Secretary, Paloma Garcia presented a personalized introduction of themselves and a summary of what they will be presenting at the future meetings for the fall semester. Ms. Crawford reported that a call went out for students interested in becoming candidates for SGA officer positions and on September 22 candidates introduced themselves during a virtual, meet and greet and students elected officers on September 30. The SGA officers the 2020-21 academic year include: President, Cherlyn Crawford, Vice President, Eberechi Onye Franklin, Secretary, Paloma Garcia, Treasurer, Kidest Melak, Historian, Allie Lawson, Parliamentarian, Adebola Adebambo, and Chief of Staff, Octavio Najera. This report was for information only.

### **Faculty Senate Report**

Faculty Senate President, Dr. Esther Kempen, presented the fall semester update. She thanked the SACSCOC team for working so hard on the successful accreditation visit, thanked the Distance Education Committee along with the ELT and the Board of Regents for approving the use and purchase of the Honorlock Proctoring software system for the use with students and thanked Dr. Griffith for being such a great advocate for the Faculty Senate. She also reported that their group will be providing a \$250 scholarship and will continue to raise funds this semester through a decorating contest in lieu of their usual Fall Festival booth. This report was for information only.

### **President's Gaol #1 Report on SACSCOC Virtual Site Visit**

Dr. Albrecht informed the Regents that the SACSCOC site visit occurred October 13-15, 2020 and reported the good news that the college was found in compliance for all 104 standards and that there were no recommendations. The Quality Enhancement plan was also found in compliance with no recommendations as well. An in person site visit may be scheduled for the SACSCOC committee later in 2021. This report was for information only.

### **Consider Approval of Resolution of Payment for Personnel during Closure – Tropical Storm Beta**

The motion to approve the formal resolution that authorizes the payment of employees for the three-day period, noting that many employees were able to work remotely on Tuesday and Wednesday September 22nd and 23rd. was made by Dr. Crumm. Seconded by Mr. Tacquard. Motion passed unanimously. The resolution also included one and a half times premium pay for Police Officers for Monday September 21.

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

Dr. Pam Shefman provided the annual Access and Accountability report to the Board of Regents. The report included affordability of tuition and fees, statistical information on gross family income required to pay tuition and fees, criteria for admission to the college, awarding of financial aid guidelines, race or ethnicity and gender of students, in and out of district region comparison and finally a comparison of where Alvin Community College ranks in affordability amongst Gulf Coast region peer intuitions.

**Grant Report**

Mr. Gayland Capps presented the annual grant update detailing all grants that the college has awarded, future planned grants, submitted grants, formula or non-competitive grants award and sub-recipient grants awarded. This report is for information only.

**Consider Approval of the Executive Search Firm and Contact**

The motion to approve Greenwood/Asher and Associates to conduct the search for the seventh President of Alvin Community College and delegate authority to the President to sign the contract was made by Mr. Starkey. Seconded by Mr. Stuksa. Motion passed unanimously.

**Consider Approval of the Composition of the Screening Committee for the Selection of the Next President**

The motion to approve the committee membership and authorize Chair Sanchez to appoint the members was made by Mr. Marvel. Seconded by Mr. Tacquard. Motion passed unanimously.

**Consider Approval of Personnel**

The motion was made to approve Dr. Karen White-Goyzueta as the Dean of Continuing Education and Workforce Education, Akilah Martin as the Dean of Student Support Services and Marcolin Eakins as Computer Information Technology faculty by Mr. Tacquard. Seconded by Vice Chair Droege. Motion passed unanimously.

**Consider Approval of Door Control System and Hardware**

Mr. Marvel made the motion to approve a contract with TouchNet for the provision of software, equipment and related services to provide and automated building door access control system utilizing OneCard badges. Seconded by Dr. Crumm. Motion passed unanimously.

**Consider Approval of Purchase of Kitchen Equipment for the Nolan Ryan Center**

Vice Chair Droege made the motion to approve the purchase of commercial kitchen equipment in the amount of \$67,336.32 from ISI Commercial Refrigeration. Seconded by Mr. Starkey. Motion passed unanimously.

**Consider Approval of Consolidation and Upgrade of Existing Blackboard Contracts**

Mr. Tacquard made the motion to approve the multi-year Blackboard contract and approve payment according to the payment scheduled outlined and presented. Seconded by Mr. Marvel. Motion passed unanimously. Discussion included that the usage of Blackboard had increased significantly due to the movement of courses to an online format caused by the pandemic.

**Consider Approval of Simtronics Software**

The motion to approve the purchase of licenses from Simtronics in the amount of \$80,000.00 was made by Mr. Tacquard. Seconded by Mr. Marvel. Motion passed unanimously. Discussion included that the money to pay for the licenses for the Process Technology department software would be funded by the Perkins Basic grant fund.

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**Consider Approval of Proposed Fees for 2020-2021 Fiscal Year and 2021-2022 Fiscal Year**

The motion to approve the fees as proposed for the 2020-2021 and 2021-2022 fiscal years was made by Dr. Crumm. Seconded by Mr. Marvel. Motion passed unanimously.

**Consider Approval of Budget Amendment for 2019-2020 and Budget Amendment for 2020-2021**

The motion to approve the budget amendment for Fiscal Year 2020 and Fiscal Year 2021 as presented was made by Mr. Tacquard. Seconded by Vice Chair Droege. Motion passed unanimously.

**Financial Report Ending September 2020**

Mr. Marvel made the motion to approve the financial report ending September 2020. Seconded by Mr. Starkey. Motion passed unanimously.

**Adjournment**

There being no further business before the Board, the motion to adjourn was made by Mr. Tacquard. Seconded by Mr. Marvel. Meeting was adjourned at 8:10 p.m.

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**Dr. Patty Hertenberger, Secretary**

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**'Bel Sanchez, Chair**