

**ALVIN COMMUNITY COLLEGE  
REGULAR MEETING OF FEBRUARY 22, 2018  
OFFICIAL MINUTES**

The Board of Regents of Alvin Community College met in regular session on the 22<sup>nd</sup> day of February, 2018 at 6:00 p.m., with the following members, administrative personnel, and guests present:

James B. DeWitt	Vice-Chair
Jody Droege	Secretary
Patty Hertenberger	Regent
Cheryl Knape	Regent
'Bel Sanchez	Regent
Roger Stuksa	Regent
Doyle Swindell	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
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

Angela Dang	Jeannette Stuksa	Marmion Kalsey
Bob Reim	Jennifer Hopkins	Matt Connell
Brian Smith	Jim Crumm	Olivia Henderson
David Westmoreland	Jim Hance	Randi Faust
Debbi Fontenot	John Covington	Rex Klesel Rhonda Hull
Debbie Kraft	John Matula	Sarah Langlois
Debbie Westmoreland	John Tompkins	Sosina Peterson
Denise Aviles	Karen Salgado	Tammy Giffrow
Dora Devery	Kelly Klimpt	Terry Sawma
Eleanor Reim	Kyle Marasckin	Vicki Marvel
George Tacquard	Laura Tapp	Victoria Bitner
Holly Williams	Laurel Joseph	
Ike Hamrick	Lloyd Cox	

**1. Call to Order**

The meeting was called to order by Vice Chair DeWitt at 6:05 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; Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of ACC employees, including, but not limited to, College President's goals as related to President's evaluation, in accordance with Tex. Gov't Code Section 551.074*

The Executive Session ended at 6:55 p.m.

**3. Call to Order**

The meeting was called to order by Vice Chair DeWitt at 7:02 p.m.

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

Invocation by Regent Sanchez.

**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. George Tacquard, Alvin resident – Mr. Tacquard stated the following:

I attended the Board Workshop earlier this month on the infrastructure project and I was pleased to see the progress that the ACC staff had made in identifying the infrastructure projects. This list was quite lengthy and few projects had been identified that needed immediate attention. Prioritizing of the list will be quite challenging but necessary to match finance labor and facility availability. There is no question that when this list is made it will need to be altered over time. A good plan is a good starting point. Identifying the projects that can be done in-house and those that were on the Stantec list would be helpful to understand how many other projects have been identified. I was surprised at the estimated cost of \$13.5 M for the bond rose to \$20-25M for the ACC staff list. With this in mind, I think the list should be divided into critical needs first and then projects you would like to have. At the last board meeting I suggested Revenue Bonds for large projects, but at the workshop I learned another possibility was available and that was a Maintenance Tax Note. It appears that this would be a better choice than the Revenue Bond for large projects.

On another subject, I asked you again for a status report on the progress that is being made on the six strategic goals and that it be reported at the next Board meeting.

Dr. Albrecht stated that she or the Board normally do not address these issues when a speaker speaks, but she announced that a Strategic Plan update is planned for the next meeting in March. The updates are scheduled three times a year. She also noted that since the strategic planning process began in January of 2015, she has given 17 reports on the status of the Strategic Plan and that a great deal of attention is given to the plan at ACC. Dr. Albrecht said that Mr. Simpson will be giving a report next month and the next report will be given in early fall 2018.

**Board Regents Comments/Chairman Report**

Vice Chair DeWitt recognized:

Speech instructor Maria Starling was named the recipient of the John & Suanne Roueche Excellence Award for outstanding contributions and leadership among our nation's Community Colleges.

ACC faculty and staff and NASA joined Alvin ISD Communities in Schools for STEM Family Night on February 15 at Alvin Junior High. Staff members who assisted with this event included: Process Technology Chair - Vic Kalsey, Instructor - Don Parus, Technician - Dave Westmoreland, Biology instructor - John Matula, Grant Coordinator - Chase Burgin, Math instructor - Sosina Peterson, Math instructor - Dr. Laura Tapp, Student Recruiter - Mario Saenz, Ambassadors: Charline Wall, Scarlett Knight and Neisha Pander, Biology instructor – Dr. Nancy Fitzgerald, Biology instructor - Carol Johnson, ACC Teaching Chair - Jeanine Wilburn, Retention Assistant - Denise Aviles, Student Retention Director – Holly Williams.

Regent comments included:

Mrs. Droege complimented the staff for all the various successful activities around campus and beyond including the STEM Family Night at Alvin Junior High, ACC Big Band, Pearland State of the City and also congratulated Dr. Albrecht for being named the Leader of the Year by the Alvin Manvel Chamber of Commerce.

Dr. Hertenberger thanked the ACC Police Depart and Alvin Fire Department for their quick response to the fire at the Nolan Ryan Center.

Mrs. Knape agreed with Mrs. Droege in that everything going on at ACC is amazing and thanked the staff and faculty for all that they do not only for the school but for the community as well.

Mrs. Bel Sancehz said that she agreed with the other Regents and also thanked Karl Stager, Debbie Kraft, Laurel Joseph and Genesis Barrios for their great work and representation of the college at the Free Tax Day event.

### **Approval of Minutes**

Vice Chair DeWitt said that if there were no corrections or additions to the minutes of the Regular Board meeting of January 11, 2018, Special Meeting of January 29, 2018, Board Workshop of January 29, 2018, Community Advisory Committee Meeting of January 30, 2018 and Board Workshop of February 12, 2018 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.

### **Student Report**

Ms. Tori Bitner, SGA President and Karen Salgado, SGA Vice President reported that they began the spring semester by welcoming the new Student Activities Coordinator, Olivia Henderson, provided students free food, goodie bags, and planners during Welcome Week. SGA also kicked off Black History Month with Black History Trivia, free popcorn, and candy. Students, faculty, and staff were invited to celebrate Fat Tuesday for Mardi Gras with beads, Kings cake, punch, and zydeco music. On Valentine's Day, the Truth Initiative Smoke & Tobacco Grant was incorporated to help bring awareness of the dangers of smoking and how it can affect student's health. SGA volunteered as panelist for the Across the Curriculum Conference held at ACC. The President's Forum gave an opportunity for students to ask Dr. Albrecht questions about ACC. Lastly, the Dean's Reception provided the opportunity to hand out certificates to students who made the Dean's and Merits list with 244 students made the dean's list, and 428 students made the merit list.

**President's Report**

Dr. Albrecht introduced a new format for her report and shared the following comments:

Several ACC faculty and staff members participated in the STEM Family Night event on February 15 at Alvin Junior High. The staff members spoke with young students to promote careers in science and technology fields. This event was in cooperation with Communities in School, NASA and AISD.

System/Database Administrator Fred Bellows received the "Crystal Dolphin" award this month.

The Drama Department will begin performances of Godspell 2012 starting on March 3. Tickets are available at the ACC Marketplace or through the box office.

The ACC Food Bank opened its doors this week and the first distribution was sent out Wednesday. Eligible students will receive up to 60 pounds of food every two weeks. This food bank is in cooperation with the Houston Food Bank.

Students who earned a place on the Deans List and Merit list were honored on Tuesday during a reception.

Four staff members volunteered for the United Way of Brazoria County Volunteer Income Tax Assistance Program this month. Vice President of Financial Services Karl Stager, Director of Fiscal Affairs Deborah Kraft, Assistant Director of Fiscal Affairs Laurel Joseph and Fiscal Affairs cashier Genesis Barrios helped local taxpayers prepare their returns for free.

The college hosted the second annual Across the Curriculum Conference on February 16. Educators from several colleges came to the Science Building to share ideas through several seminars on how to improve instruction in the classroom. This conference was supported by ACC Foundation Innovative Grant.

Alvin Meals on Wheels will host an auction for the Art Department's Empty Bowls event on March 6. Bowls made by students, faculty and staff along with local dignitaries will be auctioned off. The auction will be held at the Nolan Ryan Center starting from 4:30 p.m. to 7 p.m. The public is invited to attend. For more information, call 281-756-3506.

The college had its annual Presidents Day Forum on Tuesday. Students spoke with Dr. Albrecht regarding several issues on campus.

The STRIVE Program hosted a fundraiser this week by selling Pizza and Cookie Dough to help support its Best Buddies program and other classroom needs.

ACC artists Emma Jimenez, Juan Lara, Luis Garca, Wayne Husband and Alex Ordonez are currently featured in an exhibit at the Brazosport Art League called the Wajabal Collective. Their works will be on display until March 11 at the Brazosport College Center for the Arts and Sciences.

**Briscoe Park Emergency Egress Road**

City of Alvin Fire Chief Rex Klesel spoke to the Regents in regards for the need of an emergency egress road. He stated that the events at Briscoe park have grown in attendance over the years thus presenting a need for an emergency entrance. The Board stated that they would like to meet with the City of Alvin in a

Workshop to discuss other ideas for a solution rather than the original proposal. Dr. Albrecht asked the Regents if they would want to add the Briscoe Park emergency egress road as an agenda item to the scheduled Board Workshop of April 9, 2018 and it was agreed that this be added to the agenda and that the city is encouraged to bring back viable options at that time.

The motion to consider the city's request at a future workshop was made by Mrs. Sanchez. Seconded by Mr. Stuksa. Motion passed unanimously.

#### **Property and Casualty Insurance**

Mr. Bob Reim, Robert V. Reim Company, discussed the evaluation of the various insurance proposals and concluded that Gallagher Victory Insurance would provide the best value to the college. The motion to approve the purchase of property and casualty insurance from Gallagher Victory Insurance was made by Mrs. Droege. Seconded by Dr. Hertenberger. Motion passed unanimously.

#### **Personnel Action: Director of Advising Services**

Mrs. Droege made the motion to approve Regan Metoyer Peterson as Director of Advising Services. Seconded by Mrs. Sanchez. Motion passed unanimously.

#### **Recommendation to Modify the Dental Assisting Program Length**

Dr. Albrecht explained and recommended to the Board that the Dental Assisting program hours be adjusted to 512 total before submitting to the Texas Higher Education Coordinating Board (THECB) as opposed to the 504 hours originally brought before the Board in order for the program to comply with the THECB requirements. Mrs. Knape made the motion to approve the length of program as 512 contact hours in order for the program to comply with THECB protocol of "mirror" courses. Seconded by Dr. Hertenberger. Motion passed unanimously.

#### **Joint Election Agreement and Contract for Election Services**

Motion was made by Mr. Swindell to approve the Joint Election Agreement and Contract for Election Services. Seconded by Mrs. Knape. Motion passed unanimously.

#### **Resolution of Payment for Personnel During Closure – January 2018 Ice Storm**

The motion to approve the resolution to authorize payment of employees for the time period of Tuesday and Wednesday January 16 and 17, 2018 for closure due to ice storm was made by Dr. Hertenberger. Seconded by Mr. Stuksa. Motion passed unanimously.

#### **Data Report – Census Day Internal Enrollment by Location Report**

Mr. Pat Sanger, Director of Institutional Research, presented the Census Day Internal Enrollment by Location report for the Spring 2018 semester. This report was for information only.

#### **Grant – TWC Summer Coding Camp for Girls**

The motion was made by Dr. Hertenberger to approve the TWC Summer Coding Camp for Girls. Seconded by Mrs. Droege. Motion passed unanimously.

**Academic Affairs Report – Carl Perkins Grant**

Dr. Linda Austin, Dean of the Professional, Technical and Human Performance division, presented an update with background information on the Carl Perkins grant that included results of asite visit, budgets, the marketing of the various programs and the successes at and benefits to ACC. This report was for information only.

**Board Policy Update 33, Affecting Local Policies**

The motion to approve the addition of updated and revised policies, as recommended by TASB Policy Service, to the Alvin Community College’s Local Policy Manual was made by Mrs. Knappe. Seconded by Mrs. Droege. Motion passed unanimously.

**Contracts for Disability Services**

Motion to approve the contracts with Universe Technical to provide interpreting services and QuickCaption to provide CART services was made by Dr. Hertenberger. Seconded by Mrs. Droege. Motion passed unanimously.

**Funds for Hurricane Harvey Roof Repairs**

Mrs. Randi Faust, Director of Purchasing, presented information regarding the roof repair needs and bids for Buildings E, F, J, K, H, R, S and T. The motion to approve the expenditure of funds for roof repairs from Atlas Universal, Inc. was made by Mrs. Sanchez. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Financial Report Ending February 2018**

Motion was made by Mr. Swindell to approve the financial report for February. Seconded by Dr. Hertenberger. Motion passed unanimously.

**Adjournment**

There being no further business before the Board, the meeting was adjourned at 8:26 p.m.

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**Jody Droege, Secretary**

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**Mike Pyburn, Chair**