

COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for an executive session and regular board meeting in the Tumbleweed Room in the Student Union Building on the Big Spring site on Monday, January 28, 2019.

The following members of the Board and District Administration were present:

Dr. John Freeman, Chairman
Maxwell Barr, Vice-Chairman
Adrian Calvio, Secretary
Patricia Bennett
Michael Flores
Emma Krabill
Mark Morgan

Cheryl T. Sparks, Ed.D., President
Nancy Bonura, Co-Administrative Dean for Instruction and Student Services, SWCID
Amy Burchett, Ed.D., Vice-President Academic and Student Affairs
Danny Campbell, Co-Administrative Dean for Instruction and Student Services, SWCID
Brenda Claxton, Chief Fiscal Officer/Controller
Terry Hansen, Chief Athletic and Special Projects Officer
Erin MacKenzie, Administrative Dean for Instruction and Student Services, Big Spring Area
Fabian Serrano, Chief Operations and Safety/Security Officer
Steve Smith, Chief Business Officer/Internal Auditor

Others present were:

Julie Bailey, Assistant to the President
Lee Bryant, Security
Shannon Creswell, Interpreter
Sheree Crumrine, Interpreter
Roger Cline, *Big Spring Herald*
Alicia DeHart, Faculty Senate Representative
Todd Hardin, Parkhill, Smith and Cooper
Daniel Horton, Teinert Construction
Cindy Smith, District Director Information and Marketing
James Welch, Lee, Reynolds and Welch

Chairman John Freeman called the meeting to order at 11:09 a.m. and moved into executive session to discuss the Texas Commission on Environmental Quality litigation and the board self-evaluation.

After a brief recess for lunch, Trustees reconvened at 12:55 p.m. and Adrian Calvio led the invocation.

Trustees considered routine matters including the minutes of the regular meeting on December 17, 2018, monthly checklist for December 2018, monthly report of auxiliary services, personnel matters, and an internal audit. Mr. Calvio made the motion to approve the routine matters (see attached). Mr. Flores seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees moved to New Business. The first item was Visioning/Future Directions but Trustees moved to Performance Measures/Outcomes to consider the Howard College and SWCID audit for 17-18. James Welch presented an unqualified opinion of the audit on behalf of Logan, Thomas, and Johnson, LLC. stating that in all material aspects the financial statements presented fairly. He explained in great detail the changes in the accounting representation of the financials. Due to the cumulative effect of the changes in accounting principle GASB 68 (pensions) and GASB 75 (other post-employment benefits), he explained the financials would look different going forward. Dr. Sparks and Trustees expressed appreciation to Brenda Claxton, her staff and the others involved in the audit process. Ms. Krabill made the motion to approve the audit. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Trustees moved back to Visioning/Future Directions and considered the Dora Roberts Student Union Building bathroom renovation guaranteed maximum price. Todd Hardin from Parkhill, Smith and Cooper and Daniel Horton from Teinert Construction were present to discuss the proposal. College administration recommended the guaranteed maximum price for construction costs to renovate the men's and women's restrooms in the Dora Roberts Student Union Building to Teinert Construction for \$219,683 (see attached). The on-site aspect of the project will begin in May. Mr. Flores made the motion to approve the guaranteed maximum price. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered the Dora Roberts Foundation resolution. Howard College received a gift of \$239,484 from the Dora Roberts Foundation for the Big Spring campus designated for two nursing chairs for the ADN program, scholarship funding and an exterior sign display for the coliseum. Mr. Barr made the motion to approve the resolution. Mrs. Bennett seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered a resolution honoring the service of ISD Boards in the 13 county service area of the college district. Mr. Morgan made the motion to approve the resolution. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Erin MacKenzie updated Trustees on the TechTeach program for the Big Spring and Lamesa campuses.

Trustees moved back to Performance Measures/Outcomes and Dr. Sparks reviewed the fund balance report prepared by Brenda Claxton.

Next, under accountability measures, Amy Burchett reviewed success points by semester, grade distribution report by discipline and complete withdrawal report (see attached).

The third item under New Business was Monitoring. Trustees considered the Request for Proposals (RFP) submittals for student health services. Upon recommendation of the administration, Mrs. Bennett made the motion to decline the proposals received. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees passed on bids.

Next, Trustees considered Employee Handbook policy 4.8 regarding email account management, a new policy regarding assistance animals in the Student Handbook and a printing policy in the catalog (see all attached). Mr. Barr made the motion to approve the handbook and catalog changes. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks reviewed the board calendar and gave a brief update on upcoming events scheduled throughout the district. She shared a list of our student athletes who were named to the WJCAC 1st and 2nd All Academic Teams.

Next, Dr. Sparks shared information on board training requests, an update on THECB Trustee training and information on the Board of Trustees Institute that Trustees Mark Morgan and Patricia Bennett as well as Dr. Sparks plan to attend on February 5-7.

Lastly, Dr. Sparks shared legislative updates.

There being no other business, Mr. Flores made the motion to adjourn. Mrs. Bennett seconded the motion. All Trustees present voted in favor of the motion. The meeting adjourned at 2:29 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary
By Julie Bailey, Recorder