

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, February 25, 2019.

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

Dr. John Freeman, Chairman
Adrian Calvio, Secretary
Patricia Bennett
Michael Flores
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
Pam Callan, Administrative Dean for Instruction and Student Services, San Angelo
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
Jamie Rainey, Workforce and Community Development Officer
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
Monica Castro, Lamesa Site Director
Brad Cox, Coahoma ISD Superintendent
Shannon Creswell, Interpreter
Roger Cline, *Big Spring Herald*
Keeley Grant, Texas Tech Representative
Stacy Gumula, Texas Tech Representative
Dr. Doug Hamman, Texas Tech Representative
David Hankins, Texas Tech Representative
Dr. Melanie Hart, Texas Tech Representative
Dr. Bret Hendricks, Texas Tech Representative
Randy Johnson, Forsan ISD Superintendent
Amber Kelly, Associate Professor/Dean General Studies
Dr. Justin Louder, Texas Tech Representative
Melissa Miller, Teacher Coordinator
Renee Porter, Interpreter
Cindy Smith, District Director Information and Marketing
Bryan Stokes, Director Institutional Effectiveness/Title V PASS Grant Activity Director
Raemi Thompson, BSISD Assistant Superintendent
Jay McWilliams, BSISD Superintendent

Chairman John Freeman called the meeting to order at 11:07 a.m. and moved into executive session to discuss the Texas Commission on Environmental Quality litigation and the president's evaluation.

After a brief recess for lunch, Trustees reconvened at 12:41 p.m. and Patricia Bennett led the invocation. Dr. Sparks welcomed guests from Texas Tech University and Howard County ISD Superintendents.

Trustees considered routine matters including the minutes of the regular meeting on January 28, 2019, monthly checklist for January 2019, monthly report of auxiliary services, personnel matters, and an internal audit. Mr. Flores made the motion to approve the routine matters (see attached). Mrs. Bennett 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. Trustees considered the Student Access and Success Articulation Agreement between Texas Tech University and Howard College for the TechTeach program. Dr. Sparks gave a brief overview of our longstanding relationship with Texas Tech and the recent efforts relative to TechTeach. She shared how the Board has shown support for the program with the redirection of funds to advance this program. Mr. Morgan made the motion to approve the agreement (see attached). Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion. Dr. Bret Hendricks, Associate Dean for Academic and Student Affairs for the College of Education and Dr. Sparks signed the official document.

Next, Trustees considered the affirmation of the Early College High School Memorandum of Understanding with Eden ISD. Mrs. Bennett made the motion to affirm the MOU (see attached). Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered the Howard College Commitment to Action for Student Success. Trustees Mark Morgan and Patricia Bennett as well as Dr. Sparks attended the 2019 Texas Success Center Board of Trustees Institute recently and shared information from the meeting. Mrs. Bennett made the motion to approve the commitment to action (see attached). Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered a resolution in support for House Bill 1101/Senate Bill 828 relative to changing the name of the SouthWest Collegiate Institute for the Deaf (SWCID) to the SouthWest College for the Deaf (SWCD). Mr. Flores made the motion to approve the resolution (see attached). Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

The second item under New Business was Performance Measures/Outcomes. Trustees considered the Quarterly Investment Report. Mrs. Bennett made the motion to approve the report. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, under accountability measures, Dr. Sparks reviewed spring enrollment and contact hours for spring with an analysis of trends.

The third item under New Business was Monitoring. Trustees considered the extension of the President's contract and changes to the job description to include student success focus. Mr. Calvio made the motion to extend Dr. Sparks' two-year contract as President of the Howard County Junior College District to the last day of August 2021 and include changes to the job description. Mr. Flores seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees passed on bids.

Next, Trustees considered personnel changes. Dr. Sparks explained the refocus and strategy for student success in the personnel changes. In addition the part-time administrative assistant position in the Academic and Student Affairs area would be transitioning to a full-time position. Mrs. Bennett made the motion to approve the personnel changes. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered Board Handbook policy 4.1 regarding student success; Employee Handbook policy 1.3 regarding service assistant animals (see attached); and a fee change in the catalog (see attached). Mr. Flores 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 the success of the theater students at the TCCSTA Festival and specific awards they received.

The fourth item under New Business was Board Education and Development. Dr. Sparks shared an update on The Higher Education Coordinating Board Trustee training for new trustees. As a result of the Board of Trustees Institute, trustees requested an update on the Pathways effort and how various initiatives relate for alignment focus. Lastly, Dr. Sparks shared legislative updates.

There being no other business, Mr. Calvio made the motion to adjourn. Mr. Flores seconded the motion. All Trustees present voted in favor of the motion. The meeting adjourned at 1:47 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary
By Julie Bailey, Recorder