

## COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for a regular board meeting in the Tumbleweed Room in the Student Union Building on the Big Spring site on Monday, October 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  
Mark Morgan

Cheryl T. Sparks, Ed.D., President  
Amy Burchett, Ed.D., Vice-President Academic and Student Affairs  
Danny Campbell, Administrative Dean Instruction, SWCD  
Brenda Claxton, Chief Fiscal Officer/Controller  
Terry Hansen, Chief Athletic and Special Projects 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  
Pat Carter, Guardian Security  
Tommy Churchwell, Director, Big Spring Area Community Foundation  
Roger Cline, *Big Spring Herald*  
John Ferguson, Director, Big Spring Area Community Foundation  
Jan Foresyth, Director, Big Spring Area Community Foundation  
Greg Henry, Executive Director, Big Spring Area Community Foundation  
Jim Little, Director, Big Spring Area Community Foundation  
Cindy Pinch, *Big Spring Herald*

Trustees and directors from the Big Spring Area Community Foundation met at the youth practice fields east of the Partee Residential Complex at 11:30 a.m. to view the work completed in the area with funds donated by the Big Spring Area Community Foundation.

After lunch, Chairman Freeman called the meeting to order at 12:30 p.m. and Maxwell Barr led the invocation.

Trustees considered routine matters, including minutes of the regular meeting held September 23, 2019; checklist for September 2019; monthly reports of auxiliary services; and personnel matters. Mr. Calvio made the motion to approve the routine matters (see attached). Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Trustees moved to New Business. The first item was Visioning/Future Directions. Under special initiatives, Chairman Freeman presented a resolution to Big Spring Area Community Foundation directors for their gifts of \$25,062 in 2018, and \$28,000 in 2019.

Next, Fabian Serrano reported on the Dora Roberts Student Union Building restroom project. The restrooms are about 96% completed and are ready for usage.

Next, Dr. Sparks shared that there would be an open house at the Lamesa site on November 19, 2019, from 4:30-6:30 p.m.

Next, Trustees considered a letter of support for the San Angelo Health Foundation grant proposal for enhancements to the health professions programs at the San Angelo site. Mrs. Bennett made the motion to approve the letter. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

The second item under New Business was Performance Measures/Outcomes. Under accountability measures, Trustees reviewed the small class reports for fall according to Coordinating Board guidelines. In addition, Dr. Sparks shared the annual security and fire reports for Howard College and SWCD required by federal law.

The third item under New Business was Monitoring. Trustees considered bids for additional campus cameras and door access controls for the Big Spring site from VGI Technology for \$143,260.50 (see attached). Mr. Barr made the motion to approve the bid. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion. Trustees also considered contracted security services for the district from Guardian PI Inc. DBA Guardian Security for a bid of \$40 per hour (see attached). Mrs. Bennett made the motion to approve the bid. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered handbook and catalog changes including a Board Handbook change regarding ethics and Employee Handbook Policy 5.3 regarding employee scholarships (see attached). Mr. Barr made the motion to approve the changes. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered a resolution authorizing the auction of Howard County Trustee properties to the highest bidder for cash, without reservation. The auction will be held on November 2. Mr. Morgan made the motion to approve the resolution. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.


Next, Trustees considered an endowment transfer of three funds (Davis, ETLD, and Miller) from the college to the Howard College Foundation. Mr. Barr made the motion to approve the endowment transfers. Mrs. Bennett seconded the motion. All Trustees present voted in favor of the motion.

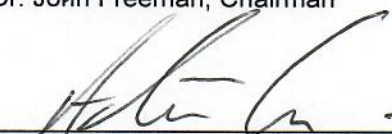
Next, Dr. Sparks reviewed the board calendar and gave a brief update on upcoming events scheduled throughout the district. She thanked Roger Cline from the *Big Spring Herald* for his service as he leaves Big Spring to pursue a position in another community. Chairman Freeman presented Mr. Cline with some Howard College memorabilia. In addition, Dr. Sparks reported excellent Associate Degree Nursing program outcomes including pass rates for the National Council Licensure Exam (NCLEX) as well as job placement recently shared with the Big Spring Advisory Committee.

The fourth item under New Business was Board Education and Development. Trustees that attended the Association of Community College Trustees Leadership Congress shared information.

Lastly, Dr. Sparks shared legislative and general updates including the addition of trustee election information to the Howard College website according to HB 305 that was passed in the 86<sup>th</sup> Legislative Session.

There being no other business, Mr. Calvio made the motion to adjourn. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion. The meeting adjourned at 1:30 p.m.

  
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Dr. John Freeman, Chairman

  
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Adrian Calvio, Secretary  
By Julie Bailey, Recorder