

## 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, November 25, 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  
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  
Ricky Creswell, Guardian Security  
Emma Garcia, Executive Assistant  
David Haro, Guardian Security  
Cindy Pinch, *Big Spring Herald*  
Cindy Smith, Director Information and Marketing  
Bryan Stokes, Director of Institutional Effectiveness/Title V PASS Grant Activity Director/PASS Grant Project Director

Chairman Freeman called the meeting to order at 11:30 a.m. and moved the board into executive session to discuss personnel matters. The board closed the executive session at 12:50 p.m.

After a recess for lunch, Chairman Freeman reconvened the regular meeting at 1:24 p.m. and Patricia Bennett led the invocation.

Next, Trustees considered routine matters including the minutes of the regular meeting on October 28, 2019, monthly check list for October 2019; monthly reports of auxiliary services; and personnel matters (see attached). Mr. Calvio made the motion to approve the routine matters. 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, Dr. Sparks reported on the open house held at the Lamesa site on November 19.

Trustees moved to the second item, Performance Measures/Outcomes. Under accountability measures, Brenda Claxton presented the Quarterly Investment Report and the Annual Investment Report. Mr. Flores made the motion to approve the reports. Mrs. Bennett seconded the motion. All Trustees present voted in favor of the motion.

Next, Bryan Stokes reported on the strategic planning objectives for administrative and student support areas. This report included goals and strategies from the college's strategic plan (see attached).

Trustees moved to the third item, Monitoring. Trustees passed on bids.

Next, Trustees considered Board Handbook changes regarding coliseum usage and the trustee election that will be May 2, 2020, as well as a catalog change regarding student fees (see attached). Mrs. Bennett made the motion to approve the policies and catalog fee change. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered a revision to the District Director of Business and Financial Services position that will be changed to a cabinet level position titled Administrative Services Officer-San Angelo, and will work with finance, business and operational areas for the San Angelo site. Mr. Barr made the motion to approve the position change. Mr. Flores seconded the motion. All Trustees present voted in favor of the motion.

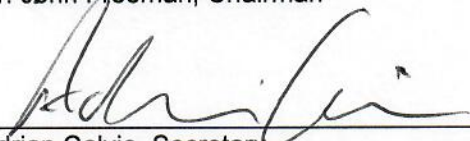
Next, Trustees considered the Howard County Appraisal District Board ballot. Mr. Morgan made the motion to approve the college's share of votes (590.63) for Mark Barr. Ms. Krabill seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks reviewed the board calendar and gave a brief update on upcoming events scheduled throughout the district. She recognized students that were named to the Texas Two-Year Choral Director All-State Choir. She also publicly recognized long-time Great Western employee Dorothy Garza that retired recently and did an outstanding job assisting students for the last 19 years.

The fourth item under New Business was Board Education and Development. Dr. Sparks shared legislative and general updates including the beginning of interim studies for the next legislative session. Fabian Serrano shared an update on the electrical outage at the Big Spring site.

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 2:07 p.m.

  
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Dr. John Freeman, Chairman

  
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Adrian Calvio, Secretary  
By Julie Bailey, Recorder