

COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for a regular board meeting in the Fireplace Room in the Student Union Building on the Big Spring site and by telephone conference call on Monday, June 8, 2020.

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

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

Cheryl T. Sparks, Ed.D., President
Amy Burchett, Ed.D., Vice-President Academic and Student Affairs
Danny Campbell, Administrative Dean Instruction, SWCD
Pam Callan, Administrative Dean for Instruction and Student Services, San Angelo
Brenda Claxton, Chief Fiscal Officer/Controller
Terry Hansen, Chief Athletic and Special Projects Officer
Jamie Rainey, Workforce and Community Development Officer, San Angelo
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
Emma Garcia, Executive Assistant
Ray Rivera, Campus Dean Adult, Continuing, and Career Tech Education by phone

Dr. Sparks explained procedures of the telephonic meeting. Chairman John Freeman called the meeting to order at 1:30 p.m. in accordance with Texas Government Section, 551.045 with some Board of Trustees members positioned in remote connections and Dr. Freeman, Maxwell Barr and Michael Flores with Dr. Sparks located in the Fireplace Room in the SUB on the Big Spring campus. Roll call was taken by voice response. Based on the suspended proceedings of the Open Meetings Act in accordance with Section 418.016 of the Texas Government Code, the meeting was open to the public through remote connection utilizing a toll-free number for audio purposes and visual presentation available through GoToMeetings and on the website. The public was also entitled to participate and address the Board onsite. The meeting was recorded and will be available on the website. Chairman Freeman led the invocation.

Next, Trustees considered routine matters including the minutes of the regular meeting on May 4, 2020, monthly financials for April 2020, monthly report of auxiliary services, personnel matters, an internal audit and Education Code 51.252/Spring 2020 report. Mr. Barr 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, community members that were on the telephonic call were given the opportunity to communicate with the board. There were no comments.

The Board moved to New Business. The first item was Visioning/Future Directions. Dr. Sparks shared organizational dates for the Trustee Election that will be held on November 3.

Next, Dr. Sparks shared the COVID-19 Response Status #3 (see attached). She shared that new information is in blue and after each meeting, the reported information will be turned to black. At the next meeting, new information will be reported in blue again. When we move out of the altered operations status, we will have this information compiled for future reference. In addition, she shared the current *Open Howard College* document.

Next, Dr. Sparks discussed the timeline for the planning strategy for the district that has been altered due to COVID-19. She then shared the steps in budget preparation, summer and fall enrollment to date and related contact hour generation in the Base Year, state budget projections and our focus for the budget for next year. She shared administration is trying to make decisions that prepare us this year to lay a foundation going into what is emerging as a tough two years at the state and local levels with the downturn in the energy sector and the evolving impact of the pandemic. Trustees did not have any other suggestions relative to the budget.

Next, Terry Hansen and Fabian Serrano shared updates on projects at the Big Spring site, including the SUB renovation projects that include the Cactus Room and vent-a-hood in the kitchen, the pruning/removal of trees on the Big Spring and SWCD campuses and upgrades to the irrigation system on the Big Spring campus.

Next, Trustees considered a resolution of thanks to the Permian Basin Association of Pipeliners who donated \$7,500 for workforce scholarships for 20-21. Mr. Flores made the motion to approve the resolution. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered a resolution honoring Tom Early who has served as the President/Executive Director for the San Angelo Health Foundation for 24 years and was instrumental in assisting Howard College with numerous grants. Mr. Barr made the motion to approve the resolution. Mrs. Bennett seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared information on a proposal to the Governor's Committee on People with Disabilities for the SWCD campus prepared by SWCD leadership.

The second item under New Business was Performance Measures/Outcomes. Trustees considered faculty retirement resolutions for Curtis Bruns (SWCD), Earl Diddle (Big Spring), and Roger Nielsen (San Angelo) who are retiring this year. Mr. Flores made the motion to approve the resolutions. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, under accountability measures, Brenda Claxton presented the Financial Condition Report from the Texas Higher Education Coordinating Board.

The third item under New Business was Monitoring. Trustees considered a bid for mannequins at the San Angelo site and affirmation of the bid for the purchase of the automated A1 temperature screening systems for all sites. Steve Smith recommended the bid for three mannequins from Gaumard Scientific Co., Inc. for a total of \$102,130.61 (\$94,174 from grant funds and \$7,965.61 from college funds) and the purchase of the screening system was from Can-Am Wireless, LLC; contract #200105 for a total of \$75,952.50 (see attached). Mr. Flores made the motion to approve the bid and affirm the purchase. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered catalog changes. Mr. Barr made the motion to approve the catalog changes (see attached). Mr. Flores seconded the motion. All Trustees present voted in favor of the motion.


Next, Dr. Sparks reviewed the board calendar and shared notes of appreciation.

The fourth item under New Business was Board Education and Development. Dr. Sparks shared legislative and general updates to include a statement being prepared for release by the Texas Association of Community Colleges on the behalf of all the 50 community colleges in regard to the tragic events in our country and the active roles the community colleges will play to address needed changes. Finally, she shared that the Board may be required to complete cyber security awareness training and will be informed when confirmed.

There being no other business, Chairman Freeman adjourned the meeting at 2:56 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary
By Julie Bailey