

COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for an executive session and regular meeting in the Fireplace Room in the Student Union Building on the Big Spring site and by telephone conference call on Monday, September 28, 2020.

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

Dr. John Freeman, Chairman
Maxwell Barr, Vice-Chairman
Adrian Calvio, Secretary by phone
Patricia Bennett by phone
Michael Flores
Mark Morgan by phone
Ben Zeichick

Cheryl T. Sparks, Ed.D., President by phone
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 by phone
Brenda Claxton, Chief Fiscal Officer/Controller
Terry Hansen, Chief Athletic and Special Projects Officer
Jamie Rainey, Workforce and Community Development Officer, San Angelo by phone
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
Johnny Flores, Guest
Emma Garcia, Executive Assistant
Eric Hansen, Dean Information Technology Systems by phone
Iris Rangel, *Big Spring Herald*
Michael Smith, Attorney by phone

Dr. Sparks explained procedures of the telephonic meeting. Chairman John Freeman called the meeting to order at 11:01 a.m. in accordance with Texas Government Section, 551.045 with some Board of Trustees members positioned in remote connections and Dr. Freeman, Maxwell Barr, Michael Flores and Ben Zeichick 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.

Trustees moved into executive session under pending or contemplated litigation to consult with the attorney about the student information system confidential agreement.

After a brief recess for lunch, Chairman Freeman reconvened the meeting and Michael Flores led the invocation. Dr. Freeman recognized Iris Rangel from the *Big Spring Herald* and guest Johnny Flores.

Next, the public was given the opportunity to communicate with the board. There were no comments.

Next, Trustees considered routine matters including the minutes of the regular meeting on August 31, 2020, monthly checklist for August 2020, personnel matters, and an internal audit. Mr. Barr made the motion to approve the routine matters (see attached). Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

The Board moved to New Business. The first item was Visioning/Future Directions. Vice-Chairman Maxwell Barr presented service awards to Chairman John Freeman and Trustee Michael Flores for 25 years of service.

Next, Trustees considered the confidential Student Information System agreement. Mr. Flores made the motion to approve the agreement and give authority to the President to execute the document on behalf of the Board of Trustees. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared the final 20-21 Howard College and SWCD budgets, budget recaps and updated tax information based on the final decisions of the board at the August 31, meeting relative to the increase in the maintenance and operation tax levy decreasing from 3% to 2% for the Howard College budget.

Next, Dr. Sparks gave a brief overview on the Legislative Appropriation Request that was submitted to the state.

Next, Dr. Burchett shared information on the Title V grant awarded recently.

Next, Dr. Sparks shared the COVID-19 Response Status #6 to date (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. In addition, she shared proposed changes to the *Open Howard College* document that will be shared with the district at a later date.

Next, Dr. Sparks shared Deaf Awareness Week activities.

The second item under New Business was Performance Measures/Outcomes. Under accountability measures, Dr. Sparks presented official fall enrollment (see attached) and shared the success video with Trustees.

The third item under New Business was Monitoring. Steve Smith provided a brief overview of the purchasing policy. Trustees then discussed the pending Coliseum Chiller Request for Proposal submissions. Mr. Flores made the motion to grant authority to administration to proceed with the best proposal. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion. The decision would be shared with the Board at the October meeting.

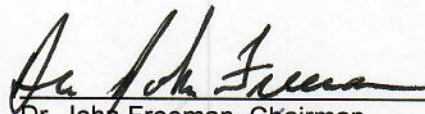
Next, Trustees considered Employee Handbook changes regarding harassment (policy 1.2), sick leave pool (policy 5.5) and the safety award program (policy 1.4) (see attached). Mr. Barr made the motion to approve the handbook changes. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees discussed the nomination process for a vacancy on the Howard County Appraisal District Board to be considered at the October meeting and Dr. Sparks reviewed the Board calendar of significant events.

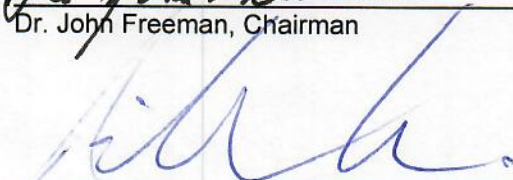
Next, Dr. Sparks updated Trustees on legislative and general matters and shared Trustees had been registered for the virtual Association of Community College Trustees Annual Congress. Trustee Zeichick shared voter registration drives had been conducted on the Big Spring and SWCD campuses with very helpful support of staff.

Lastly, Trustees were given information on BoardBook training.

There being no other business, Chairman Freeman adjourned the meeting at 2:10 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary
By Julie Bailey