

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, October 26, 2020.

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

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

Cheryl T. Sparks, Ed.D., President
Amy Burchett, Ed.D., Vice-President Academic and Student Affairs
Danny Campbell, Administrative Dean Instruction, SWCD by phone
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
Vernon Dunagin, AIA Architect by phone
Phil Furqueron, Architect
Emma Garcia, Executive Assistant
Eric Hansen, Dean Information Technology Systems by phone
Iris Rangel, *Big Spring Herald*
Cindy Smith, Director Information and Marketing
Quintinn Stewart, Director Network Administration

Dr. Sparks explained procedures of the telephonic meeting. Chairman John Freeman called the meeting to order at 11:18 a.m. in accordance with Texas Government Section, 551.045 with Maxwell Barr and Mark Morgan positioned in remote connections and Dr. Freeman, Patricia Bennett, Adrian Calvio 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 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 Personnel/551.074 concerning organizational changes.

After a brief recess for lunch, Chairman Freeman reconvened the meeting at 12:32 p.m. and Ben Zeichick led the invocation.

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

Trustees considered routine matters including the minutes of the regular meeting on September 28, 2020, monthly checklist for September 2020, and personnel matters. Mr. Zeichick made the motion to approve the routine matters (see attached). Mr. Calvio 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 organizational changes for the district Cabinet as presented by Dr. Sparks. Mrs. Bennett made the motion to affirm the changes. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared Richard Miller had been hired as the new Chief Appraiser for the Howard County Appraisal District. Since the Howard County Appraisal District Board had a resignation, Howard College Trustees could provide a nomination but passed on this item. Dr. Sparks further shared that the appraisal board had another resignation and nominations could be made at the next board meeting for that position on the appraisal board.

Next, Dr. Sparks shared the COVID-19 Response Status #7 to date. She also discussed proposed changes to the *Open Howard College* document.

Next, Dr. Sparks shared updates on the scoreboards for the baseball and softball fields funded by private donors. She also shared that the Big Spring campus Construction Trades program would be constructing a field house for the softball field as a program project utilizing donated funds and program project supplies monies. It will be a two-year project.

The second item under New Business was Performance Measures/Outcomes. Under accountability measures, Trustees reviewed the small class reports according to Coordinating Board guidelines. Dr. Sparks shared the 2020 Texas Higher Education Coordinating Board almanac. Cindy Smith presented the annual Quality Enhancement Plan report that is available to view on the website.

The third item under New Business was Monitoring. Steve Smith provided a report on the coliseum chiller Request for Proposal (see attached). Mr. Calvio made the motion to ratify the decision of administration. Mrs. Bennett seconded the motion. All Trustees present voted in favor of the motion.

Next, Terry Hansen, Phil Furqueron and Vernon Dunagin presented results from the hail damage roof repair or replacement Request for Proposal. There were five submissions. Mr. Zeichick made the motion to approve WCR Construction as the contractor based on the proposal and price and additional roofing projects utilizing insurance monies. The motion died for lack of a second. Mrs. Bennett made the motion to approve WCR Construction as the contractor based on the proposal and price (see attached) and consider additional roofing projects after some additional review utilizing insurance monies at the November meeting. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

Next, Steve Smith presented a DIR contract for the Blackboard outcomes module that will be funded by the Title V REAL grant (see attached). Mr. Calvio made the motion to approve the contract. Mrs. Bennett seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered handbook and catalog changes regarding sub-grants (policy 4.11) and a catalog change regarding fees for TSI assessment (see attached). Mrs. Bennett made the motion to approve the handbook and catalog changes. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks reviewed the Board calendar of significant events and recognized the LVN to RN transition students on the Big Spring and San Angelo sites on their recent graduations. She also reminded trustees of the November Board meeting changed to November 16.


The last item under New Business was Board Education and Development. Dr. Sparks updated Trustees on legislative and general matters.

Next, Trustees that participated in the 2020 virtual Association of Community College Trustees Annual Congress shared information.

Lastly, Trustees were updated on upgrades to BoardBook. There being no other business, Trustees adjourned at 2:03 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary
By Julie Bailey