

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 25, 2021.

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

Dr. John Freeman, Chairman
Maxwell Barr, Vice-Chairman
Adrian Calvio, Secretary
Dr. Marisha Beck
Mark Morgan
Ben Zeichick

Cheryl T. Sparks, Ed.D., President
Amy Burchett, Ed.D., Executive Vice-President
Danny Campbell, Executive Dean, SWCD
Pam Callan, Executive Dean, San Angelo by phone
Brenda Claxton, Chief Fiscal Officer/Controller by phone
Eric Hansen, Chief Technology Systems/Data Security Officer by phone
Rhonda Kernick, Chief Human Resources Officer
Fabian Serrano, Chief Operations and Safety/Security Officer
Steve Smith, Chief Business Officer/Internal Auditor

Others present were:

Julie Bailey, Chief of Staff
Lee Bryant, Security
Roger Cline, *Big Spring Herald*
Emma Garcia, Executive Assistant
Terry Hansen, Chief Special Projects
Cindy Smith, Dean Student Success/Public Information Officer
Michael Smith, Attorney, Fowler Law Firm by phone
Quintinn Stewart, Director Tech Support Services

Dr. Sparks explained procedures of the telephonic meeting. Chairman John Freeman called the meeting to order at 10:30 a.m. in accordance with Texas Government Section, 551.045 in the Fireplace Room in the SUB on the Big Spring campus. 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 to discuss the Student Information System and roof project in consultation with attorney Michael Smith.

After a brief recess for lunch, Chairman Freeman reconvened the regular meeting at 12:35 p.m. and Adrian Calvio led the invocation. The public was invited to address the Board. There were no comments.

Next, Trustees considered routine matters including the minutes of the regular meeting on September 27, 2021, monthly financials for September 2021, personnel matters, monthly reports of auxiliary services and an internal audit report. 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.

Trustees moved to New Business. The first item was Visioning/Future Directions. Dr. Sparks shared the COVID-19 Response Status #18 to date that is on the website. There were no changes to the *Open Howard College Plan*.

Trustees moved to the second item, Performance Measures/Outcomes. Trustees reviewed the small class reports according to Coordinating Board guidelines.

Next, Dr. Sparks shared the annual security and fire reports for Howard College and SWCD that were prepared by Fabian Serrano.

Trustees moved to the third item, Monitoring. Steve Smith presented an overview of the district purchasing process.

Next, Trustees passed on handbook and catalog changes.

Next, Trustees considered a faculty retirement resolution for Billy McMahon. Mr. Zeichick made the motion to approve the resolution. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared new and realigned positions, as a result of the closure of the GEO prisons, under consideration with the Federal Correctional Institution as well as transfers within the district to open positions as well as new grant-funded positions.

Next, Trustees considered allocation of their share of votes for the Howard County Appraisal District Board. Mr. Zeichick made the motion to allocate all 561 votes for Howard College for Mark Barr. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees were updated on construction/renovation projects on the Big Spring/SWCD roof projects and the status of the insurance claim for hailstorm #3. Michael Smith, college attorney presented an update on the Attorney General opinion and emergency purchase option to address change order #4 for the roofing project. Based on emergency purchase guidelines, he recommended approval of the change order to exceed the 25% cap on change orders allowed. Mr. Barr made the motion to approve the change order based on emergency purchase guidelines. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks reviewed the Board calendar of significant events and discussed possible dates for the November and December board meetings. It appeared November 15 and December 13 were the best dates. She shared thank you notes.


Trustees moved to the fourth item, Board Education and Development. Dr. Sparks shared that the 3rd legislative session ended, and community colleges were given \$15 million for competitive TRUE grants. Universities and other four-year colleges were given \$3.3 billion for capital construction projects.

Lastly, Dr. Beck reported that she had completed required trustee training related to the Public Funds Investment Act on October 22, the Texas Higher Education Coordinating Board short course training on September 28, the Open Meetings Act on October 21, and Cyber Security Awareness on September 28, 2021. She shared plans to attend the Texas Higher Education Coordinating Board New Trustee Training in Austin on December 2-3, 2021.

Under Meeting Evaluation and Future Agenda Items, Trustee Zeichick asked if future Executive Sessions begin as early as 10:00 a.m. based on the number of items to be discussed. There being no other business, Chairman Freeman adjourned the meeting at 1:30 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary
By Julie Bailey