

## COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for a regular meeting in the Fireplace Room in the Student Union Building on the Big Spring site and by telephone conference call on Monday, November 15, 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  
Michael Flores  
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  
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:

Tammy Alexander, Director AEL  
Julie Bailey, Chief of Staff  
Mavour Braswell, District Librarian  
Lee Bryant, Security  
Monica Castro, Executive Director/Lamesa by phone  
Roger Cline, *Big Spring Herald*  
Emma Garcia, Executive Assistant  
Terry Hansen, Chief Special Projects  
Jenee Higgins, Big Spring Campus Dean of Instruction by phone  
Belinda Lendermon, Associate Professor/Program Chair Dental Hygiene by phone  
Cindy Smith, Dean Student Success/Public Information Officer  
Quintinn Stewart, Director Tech Support Services  
Mark Watt, Associate Professor  
Cynthia Weeks, Assistant to Dean of Instruction by phone

Dr. Sparks explained procedures of the telephonic meeting. Chairman John Freeman called the meeting to order at 12:31 p.m. in accordance with Texas Government Section, 551.045 with all Trustees and Dr. Sparks located in the Fireplace Room in the SUB on the Big Spring campus. Roll call was taken by voice response with no Board members participating virtually. 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.

Michael Flores led the invocation. Chairman Freeman welcomed guests Mavour Braswell and Mark Watt. 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 October 25, 2021, monthly checklist for October 2021, monthly reports of auxiliary services, personnel matters, and an internal audit report. Mr. Zeichick made the motion to approve the routine matters (see attached). 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. Dr. Sparks shared the schedule of accountability reports that will be taken to the board each month.

Next, Trustees considered the Notice of Deadline to File an Application for Place on the Ballot. This notice will be posted as required. The 2022 Trustee election will be held on May 7<sup>th</sup>. The positions of Trustees Michael Flores (precinct 1) and Mark Morgan (precinct 2) are up for re-election and Marisha Beck (at-large) will have to run since she was appointed in September to fill the unexpired term for Patricia Bennett. Mr. Barr made the motion to approve the notice. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared the COVID-19 Response Status #19 to date that is on the website. There were no changes to the *Open Howard College* Plan and Alert Status this month.

Next, Dr. Sparks announced that Carol Adams, daughter of former Trustee Paul Adams who served from 1956-1973 during the foundational years of the college, donated \$1 million for a major revitalization effort of the Music Building on the Big Spring campus. Earlier this year, Ms. Adams also donated \$14,470 to replace the electronic carillon in the clock tower on the campus, originally funded by her family.

Next, Dr. Sparks shared that the G.C. Broughton Foundation donated \$80,000 for computers in the Warren Center Student Computer Lab for AEL and Dental Hygiene as well as funds for several clinical dental chairs. She also shared the donations from the G.C. Broughton Foundation and Maria Hoag Estate a few years ago for renovation to the Anthony Hunt Library on the Big Spring campus had been in the Howard College Foundation generating interest. That project is ready to move forward. Last year the Broughton Foundation donated \$250,000 for nursing scholarships and equipment as well as donations for other scholarships throughout the years.

Trustees moved to the second item, Performance Measures/Outcomes. Dr. Sparks shared information concerning Continuing Education and Workforce Training enrollment and contact hour comparisons (see attached). Improvement is being made but restoration to pre-pandemic levels continues to be a goal while the impact of the GEO closure begins.

Next, Bryan Stokes shared the EMSI Labor Market Analytics and Economic Data including recent trends in our 13-county service area and the top 10 jobs with associate degrees and postsecondary training. He also shared information on peer college enrollment comparisons with small colleges and colleges in West Texas. Lastly, he shared the Community College Survey of Student Engagement (CCSSE) and graduate survey results.

Next, Trustees considered the Quarterly Investment Report. Mr. Zeichick made the motion to approve the report. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered the Annual Investment Report. Mr. Flores made the motion to approve the report. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

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

Next, Trustees considered Board Handbook policy 2.16 regarding the May 7<sup>th</sup> Trustee Election and catalog changes regarding program changes (see attached). Mr. Barr made the motion to approve the changes. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared progress with employees that were affected by the closure of GEO.

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. The SWCD roof project is completed, and work is beginning on the Big Spring campus.

Next, Trustees considered architectural services for construction projects in general for Phil Furqueron and architectural and engineering services of Parkhill, Smith and Cooper. Mr. Furqueron is focusing on the Music Building and Mr. Young on the Library Building relative to the architectural services. The total project will be put on the market so that contractors can show interest in both projects which should help with cost and timeline. Mr. Zeichick made the motion to reaffirm the architectural services for Phil Furqueron and architectural/engineering services for Parkhill, Smith and Cooper. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared an update on the progress of the audit.

Next, Dr. Sparks reviewed the Board calendar of significant events. She shared thank you notes and recognition of music student Joseph Fierro, a Howard College freshman who was chosen for the Texas Two-Year College Choral Director's All-State Choir. Joseph was the highest-ranking tenor during the Region I audition held on campus this past Saturday. He will be joining other top two-year college students from around the state for a clinic and performance at the Annual Texas Music Educator's Convention in San Antonio in February. She also commented on the recent PTK inductions.

Trustees moved to the fourth item, Board Education and Development. Dr. Sparks shared information on the Howard County Leadership Summit that will be held on December 6, in the coliseum on the Sonic floor at 6:30 p.m. Mark Willis, EDC Director suggested this meeting of the boards of all entities in Howard County. The purpose is to increase communication about the current and future plans for each entity.

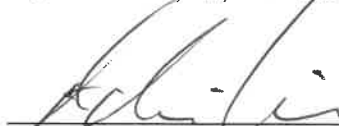
Next, Dr. Sparks shared updates on legislative and general matters including the recent town hall meeting Representative Darby held on the Big Spring campus. She also shared that the Commission on Community College Finance will examine the efficacy of community college state funding for the next legislative session.

Lastly, Dr. Sparks shared that Trustee Marisha Beck will attend the THECB Leadership Conference in Austin next month to complete her required training.

There being no other business, Chairman Freeman adjourned the meeting at 1:39 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary  
By Julie Bailey