

COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for an executive session, public hearing and regular meeting in the Fireplace Room in the Student Union Building on the Big Spring site and by telephone conference call on Monday, May 23, 2022.

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

Dr. John Freeman, Chairman
Adrian Calvio, Secretary
Dr. Marisha Beck
Michael Flores (outgoing board member)
Raul Marquez (incoming board member)
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
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
Monica Castro, Lamesa Director by phone
Roger Cline, *Big Spring Herald*
Johnny Flores, guest
Emma Garcia, Executive Assistant
Brandie Grant, Leadership Big Spring
Terry Hansen, Chief Special Projects
Mary Lou Lujan, guest
Santos Lujan, guest
Brenda Madore, incoming Chief of Staff/Institutional Advancement Officer
Janie Marquez, guest
Raul Marquez, Sr. guest
Paul Norton, Attorney, Recover Howard, LLC
Cindy Smith, Dean Student Success/Public Information Officer
Bryan Stokes, Director Institutional Advancement
Mark Willis, EDC
Mallik Yeugella, Leadership Big Spring

Chairman John Freeman called the meeting to order at 10:05 a.m. in accordance with Texas Government Section, 551.045 with all Trustees located 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 at 10:05 a.m. under Personnel/551.074 to discuss personnel matters.

After a brief recess for lunch, a public hearing was held at 12:42 p.m. for the purpose of granting a Tax Abatement to Recover Howard, LLC. There were no comments.

Chairman Freeman reconvened the regular meeting at 12:43 p.m. and Michael Flores led the invocation. Dr. Sparks introduced guests Mallik Yeugella and Brandie Grant from Leadership Big Spring, Brenda Madore, new Chief of Staff/Institutional Advancement Officer, Santos and Mary Lou Lujan, and Raul Marquez, Sr.

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 April 25, 2022, financials for April 2022, monthly reports of auxiliary services, and personnel matters. Mr. Zeichick made the motion to approve the routine matters (see attached). Mr. Morgan 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 the application for tax abatement submitted by Recover Howard, LLC. Mr. Zeichick made the motion to approve the tax abatement application. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered the proposed tax abatement agreement with Recover Howard, LLC. Mr. Zeichick made the motion to approve the tax abatement agreement. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered the resolution approving the tax abatement agreement with Recover Howard, LLC and authorized Dr. Freeman to execute the tax abatement agreement on behalf of Howard College. Mr. Zeichick made the motion to approve the resolution. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Freeman presented a resolution of appreciation to Trustee Michael Flores recognizing his retirement from the Board of Trustees.

Next, Marisha Beck, Raul Marquez and Mark Morgan signed appropriate documents and took the Oath of Office for their roles as trustees recently elected.

Next, Trustees considered John Freeman, Chair; Maxwell Barr, Vice-Chair; and Adrian Calvio, Secretary for Officers of the Board. Mr. Morgan made the motion to approve the officers. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered Trustee Foundation appointments including Dr. Freeman on all three foundations, Maxwell Barr and Mark Morgan on the HC Foundation, Dr. Beck and Adrian Calvio on the Howard College at San Angelo Foundation and Raul Marquez and Ben Zeichick on the SWCID Foundation. Mr. Calvio made the motion to approve the Foundation appointments. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared the COVID-19 Response Status #25 to date that is on the website. There were no changes to the *Open Howard College* plan. The district remains in yellow status based on the level of COVID-19 penetration in the area.

The second item under New Business was Performance Measures/Outcomes. Dr. Amy Burchett reviewed official enrollment and contact hours for the second quarter with comparisons to the previous year (see attached).

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

Next, Trustees reviewed the SENSE survey results as presented by Bryan Stokes (see attached).

The third item under New Business was Monitoring. Trustees passed on purchasing. Dr. Sparks explained that due to the bidding climate only one bid was received in May for both the Music and Library Buildings projects, so the bids were rejected and returned unopened to the bidder. Bids will be delayed to August.

Next, Trustees considered Board Handbook policy 4.21 and Employee Handbook Policy 4.18 both regarding concealed carry that are updated every two years, policy 6.6 regarding faculty teaching load and pay (see policies 4.18 and 6.6 attached). Catalog changes for continuing education and transcript fees were also considered (see attached). Dr. Beck made the motion to approve the changes. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered Memorandums of Understanding with the college foundations. Mr. Calvio made the motion to approve the Memorandums of Understanding. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees were updated on construction/renovation projects. Terry Hansen shared work to date on the Big Spring/SWCD roof projects and the recent flood. Mr. Hansen also shared an update on the Library and Music Buildings renovation bidding process and plan to delay until August. Fabian Serrano updated Trustees on work to date on the two buildings concerning prep and shared timelines for the abatement. Mr. Hansen and Mr. Serrano updated Trustees on the SWCD seal coat project plus the abatement and demolition of the Diagnostic Center.

Next, Eric Hansen shared work to date on the implementation of the CAMS student information system. The project is advancing on schedule.

Next, Dr. Sparks reviewed the Board calendar of significant events and recognized Jordan Driver for winning the barrel racing event for the Southwest Region and her achievement to the NIRA finals later this summer, Lamesa High School senior and HC dual credit student, Shrey Bhakta who graduated with honors with an Associate Degree in Science and will graduate later this week with his high school diploma, softball players who were named All-Conference and All-Region, and lastly, the Dental Hygiene program for being named one of the top 15 programs in the state of Texas,

Next, Dr. Sparks shared new trustee training that Trustee Marquez will need to complete and cybersecurity training that all trustees will complete this summer.

Lastly, Dr. Sparks updated Trustees on legislative and general matters.

There being no other business, Trustees adjourned at 2:18 p.m.



Dr. John Freeman, Chairman



Adriaan Calvio, Secretary
By Julie Bailey