

## COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for an executive session and regular board meeting in the Fireplace Room of the Student Union Building at Howard College on Monday, June 27, 2022.

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

Dr. John Freeman, Chairman  
Max Barr, Vice Chairman  
Adrian Calvio, Secretary  
Dr. Marisha Beck  
Raul Marquez  
Mark Morgan  
Ben Zeichick

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

Others present were:

Julie Bailey, Chief of Staff (outgoing)  
Lee Bryant, Security  
Hanna Carter, Leadership Big Spring  
Monica Castro, Lamesa Director by phone  
Roger Cline, *Big Spring Herald*  
Emma Garcia, Executive Assistant  
Terry Hansen, Chief Special Projects  
Cindy Smith, Dean Student Success/Public Information Officer  
Bryan Stokes, Director Institutional Advancement  
Mark Willis, Executive Director of Big Spring Economic Development Corporation

Chairman John Freeman called the meeting to order at 11:02 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 11:02 a.m. under Personnel/551.074 to discuss personnel matters.

After a brief recess for lunch, Chairman Freeman reconvened the regular meeting at 12:44 p.m. and Max Barr led the invocation. Dr. Sparks introduced guests Mark Willis from the Big Spring EDC and Hanna Carter from Leadership Big Spring.

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 May 23, 2022, financials for May 2022, monthly reports of auxiliary services, and personnel matters. Mr. Marquez made the motion to approve the routine matters (see attached). Dr. Beck 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. Dr. Sparks shared the COVID-19 Response Status #26 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.

Next, Trustees considered extending Dr. Sparks' authority to make amendments to the tax abatement agreement with Recover Howard, LLC. Dr. Sparks and Mark Willis relayed that commencement of commercial operations are now estimated to begin March 31, 2026, and construction estimated to begin December 31, 2023. Mr. Marquez made the motion to approve the tax abatement agreement. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Burchett notified the Trustees that the Upward Bound Grant had been approved. It will begin September 1, 2022, and Cindy Smith will provide oversight. The grant provides \$287,537.00 per year for five years. They will be hiring two positions to support the program.

Next, Dr. Burchett updated Trustees on the Finishers Club with West Texas A&M. Dr. Burchett and team have been meeting with West Texas A&M to discuss creating a support group for students who are at risk of not completing a bachelor's degree. There will be a meeting for interested individuals on July 14 at 6:00pm.

The second item under New Business was Performance Measures/Outcomes. Bryan Stokes, District Director of Institutional Research, provided Trustees with a program and student learning outcomes update (see attached).

Next, Bryan Stokes, District Director of Institutional Research, provided Trustees with an update on performance excellence as related to SACSCOC Student Achievement standard 8.1 (see attached).

Next, Dr. Sparks informed the Trustees of the positive outcome of the State Auditor's Office Compliance Report. (see attached)

The third item under New Business was Monitoring. Trustees passed on purchasing.

Next, Trustees considered presented updates of the handbook and catalog, as well as the submission of a new Plumbing Certificate Level 1 to the Texas Higher Education Coordinating Board. Work has been completed to better align part-time faculty pay with the overall faculty pay changes in policy 9.4. Catalog changes included fee modifications and program updates. (See all attached.) Mr. Morgan made the motion to approve. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered new positions as follows: Director and Coach positions for the new Upward Bound program on the Big Spring campus (grant funded), an HVAC part-time to full-time position for Big Spring (budgeted funds for a part-time person, changing it to full-time), and an AEL instructor for San Angelo (grant funded). Mr. Barr made the motion to approve the motion. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees were updated on construction/renovation projects. Terry Hansen, Chief Special Projects Officer, shared work to date on the Big Spring/SWCD roof projects. Completion is anticipated by fiscal year end. He also shared an update on the negotiations with insurance companies in regard to the flood earlier this year. Mr. Hansen also shared an update on the Library and Music Building renovations. Fabian Serrano, Chief Safety/Security and Operations Officer updated Trustees on an upcoming sealcoat and patching project at SWCD.

Next, Eric Hansen, Chief Technology System/Data Security Officer 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, all campuses will be closed for one week for the Summer Break. Summer 2 begins on July 13. San Angelo Registered RMA pinning will take place on July 28. The next Board Meeting will be August 1, 2022. Tax appraisal information will be available for review prior to that meeting. August 15 will be the budget workshop. August 29 will be the budget hearing and adoption of the tax rate.

Next, Dr. Sparks recognized John Overton for being recognized by the Texas State Athletic Trainers Association. He will be inducted into the Hall of Honor on July 21st. He is well respected in his field and an asset to Howard College. She also recognized Julie Bailey for her outstanding service to the Board as she retires.

Next, Dr. Sparks shared that Trustee Marquez has completed the THECB short course of the required new Board Member training, updates will continue until he has completed all required training. She discussed that all Trustees will need to complete cybersecurity training this summer.

Lastly, Dr. Sparks updated Trustees on legislative and general matters, including an update on the Commission for Community College Finance.

There being no other business, Trustees adjourned at 2:08 p.m.



---

Dr. John Freeman, Chairman



---

Adrian Calvio, Secretary