

## 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, September 26, 2022.

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

Dr. John Freeman, Chairman  
Maxwell Barr, Vice-Chairman  
Adrian Calvio, Secretary – by phone  
Dr. Marisha Beck  
Raul Marquez – by phone  
Ben Zeichick

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

Others present were:

Stephanie Bissonnette, Interpreter  
Lee Bryant, Security  
David Byrd, guest  
LeAnne Byrd, guest  
Roger Cline, *Big Spring Herald*  
Emma Garcia, Executive Assistant  
Terry Hansen, Chief Special Projects Officer  
Dee Lindsey, Campus Dean Workforce Development BS  
Tara Lisle, Director Athlete & Student Support  
Christy Mikeska, District Title IX Coordinator/Dean of Students BS  
Cindy Smith, Dean Student Success/Public Information Officer  
Maydee Vande-Hey, Coordinator Residence Education SWCD

Chairman Dr. John Freeman called the meeting to order at 12:40 p.m. in accordance with Texas Government Section, 551.045 with Dr. John Freeman, Maxwell Barr, Dr. Marisha Beck, and Ben Zeichick with Dr. Sparks located in the Fireplace Room in the SUB on the Big Spring campus. Adrian Calvio and Raul Marquez participated via telephone conference. 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 a remote connection utilizing a toll-free number for audio purposes. The public was also entitled to participate and address the Board onsite. The meeting was recorded and will be available on the website.

Maxwell Barr led the invocation. Chairman Freeman welcomed guests. 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 August 29, 2022, the monthly checklist for August 2022, monthly reports of auxiliary services, and personnel matters. Mr. Zeichick made the motion to approve the routine matters. 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.

Next, Trustees considered the following resolutions recognizing gifts made to the college: Lee & Dorothy Straley Endowed Scholarship, Big Spring Area Foundation, McGary Regan Foundation, Dr. Brittany Stone Draper Vocal Scholarship, Dr. Robert P. Hayes Memorial Scholarship. Mr. Barr made the motion to approve

the resolutions. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the resolution.

Next, Dr. Freeman presented a plaque of the resolution for the Lee & Dorothy Straley Endowed Scholarship to David and LeAnne Byrd. Dr. Freeman thanked them for their support of Howard College students by donating funds that created the scholarship in memory of LeAnne's parents.

Next, Trustees heard a report from Maydee Vande-Hey, Coordinator of Residence Education at SWCD, on the history, background, and events that occurred on the SWCD and Big Spring campuses to celebrate Deaf Awareness Week. Students participated in activities and were exposed to artwork, songs, and deaf culture. Coordination between the Big Spring campus and SWCD was very successful, and they are planning to continue that coordination next year.

Next, Dr. Sparks shared the COVID-19 Response Status #29, which is on the website. Dr. Sparks was happy to report that numbers have leveled off and we are continuing to return to normalcy. There were no changes to the *Open Howard College Plan* and Alert Status this month.

Next, Trustees heard a report on Education Code 51.252 from Christy Mikeska, who serves as the District Title IX Coordinator, and Dr. Amy Burchett. They reported that Howard College had 0 incidents in the annual reporting period. This information has been reported to Dr. Sparks and updated on the Title IX webpage. They also described the various ways that students are receiving required training on subjects surrounding sexual harassment, dating violence, and other topics covered by the law.

Next, Trustees were updated on the SACSCOC Fifth Year Report by Amber Kelly Stokes, who is the SACSCOC Liaison, and Dr. Amy Burchett. They discussed that the Fifth Year Report assesses 25 of the 74 standards set by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The Fifth Year Report is the mid-point check-in of the 10-year accreditation cycle. Our report was received by SACSCOC on September 15. In January SACSCOC may ask for follow up information if there is any clarification needed. If they determine there are improvements or changes needed, they will put HC on monitoring for a period.

Trustees moved to the second item, Performance Measures/Outcomes.

Next, Trustees were updated on fall enrollment and contact hours. Dr. Sparks discussed that data was being presented differently because of various new situations, including the transition to 8-week courses. Dr. Burchett discussed census dates, standard reporting procedures, base year funding, and the impact of flex courses on enrollment numbers. A delay in receiving enrollment information from San Angelo ISD has impacted fall enrollment numbers. Those late registrations will be reflected in the Spring 2023 numbers.

Next, Dr. Burchett continued from the discussion on enrollment data to discuss the conversion to 8-week courses that is underway. The data coming in from colleges that have already implemented 8-week courses is very encouraging. Retention and graduation rates at those institutions are high. HC is working with the Texas Success Center in the effort and HC has been paired with Grayson College as their mentor institution. A team recently visited Grayson College and received much helpful information.

Next, Trustees heard an update on the Rural College Promise Program from Brenda Madore, who serves as the District Chief of Staff and Institutional Advancement Officer. The Rural College Promise Program is an initiative that is being utilized in other areas of the state and addresses college affordability. Howard College is currently gathering data to determine if the program is something we want to pursue.

Next, Trustees considered resolutions for Aermotor and the San Angelo Chamber of Commerce for their support of the new Windmill Technology Workshop that has been developed on the San Angelo campus. Mr. Barr made the motion to approve the resolutions for Aermotor and the San Angelo Chamber of Commerce. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees heard a report from Dee Lindsey, Big Spring Campus Dean of Workforce Development, on the Making Dreams Real Business Partner Program. The program is a way for students to support local businesses and for businesses to support HC students. Businesses that participate provide a discount to all HC students.

Next, Dr. Sparks shared information on the most recent Fitch Bond Rating. The rating has not changed and remains at AA-.

Trustees moved to the third item, Monitoring.

Next, Trustees considered approving RFP # 22-014 for Telehealth Complete Care. Big Spring Dean of Students Christi Mikeska and Tara Lisle, Director of Student and Athlete Support Services, shared that TimelyMD will provide telehealth services for all students, with the exception of dual credit students. This service will assist in addressing the mental and physical health needs of students and will be funded by CARES Act funds and student fees. Mr. Barr made the motion to approve RFP #22-014 for Telehealth Complete Care. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered an update to the catalog and received a copy of the previously approved Employee Handbook Policy 4.8 that was updated. Mr. Zeichick made the motion to approve the catalog update. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees were updated on construction/renovation projects at Big Spring and SWCD, on roof projects, flood updates, and received information on progress being made on the library and Music Building renovations-- plus the demolition of the SWCD Diagnostic Center by Terry Hansen and Fabian Serrano.

Next, Trustees received an update on the Student Information System project implementation from Eric Hansen and Dr. Amy Burchett. Eric also discussed the third-party IT assessment that has been going on for the last few weeks. Key employees are receiving training on CAMS and how to move day-to-day activities to that platform. The implementation is on track. Documents, interviews, and other items have been provided for the IT assessment, which will be reviewed. The final report should be available in early November.

Next, Dr. Sparks discussed the President's Report. She reviewed the Board calendar of significant events. Board members decided to hold the October Board meeting on October 17 and the November meeting on November 14. Dr. Sparks recognized the Theater Department for a successful run of their first performance of the year.

Trustees moved to the fourth item, Board Education and Development.

Next, Dr. Sparks shared updates on legislative and general matters. The Texas Commission on Community College Finance will be releasing its final recommendations in October. It is anticipated that their suggestions will flip the current funding model-- whereas contact hours have historically been the main funding mechanism, it is believed that outcomes such as graduation rates and certificate completion will consist of the majority of the new formula. Dr. Sparks added that we will not know the final outcome of the Commission's work until the legislative session ends.


Next, Dr. Sparks shared that all Trustees completed the required cybersecurity training and Trustee Marquez was continuing to complete the required new board member training.

Next, Trustees discussed the upcoming Association of Community College Trustees Congress (October 26-29).

Next, Trustees discussed the Community College Association of Texas Trustees West Region Trustee Leadership Seminar on September 30, 2022. Trustee Ben Zeichick will attend either virtually or in person, along with Dr. Sparks.

There being no other business, Chairman Freeman adjourned the meeting at 2:56 p.m.

  
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Dr. John Freeman, Chairman

  
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Adrian Calvio, Secretary  
By Brenda Madore