

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 14, 2022.

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
Raul Marquez – by phone
Mark Morgan
Ben Zeichick

Dr. Cheryl T. Sparks, Ed.D., President
Dr. Amy Burchett, Ed.D., Executive Vice-President
Pam Callan, Provost, San Angelo – by phone
Danny Campbell, Provost, SWCD – by phone
Monica Castro, Executive Dean, Lamesa – 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
Bryan Stokes, Chief Institutional Effectiveness Officer
Steve Smith, Chief Business Officer/Internal Auditor

Others present were:

Stacey Brown, President of Scenic Mountain Medical Center
Todd Darden, City Manager
Chief Craig Ferguson, City Emergency Management Coordinator
Stephanie Ferguson
Emma Garcia, Executive Assistant
Terry Hansen, Chief Special Projects Officer
Andreia Medlin, *Big Spring Herald*
Robert Moore, Mayor of Big Spring
Samantha Rodriguez, SMMC Employee Health Nurse
Dr. Sara Safarzadeh-Amiri, current SMMC Chief Medical Officer
Dr. Rohith Saravanan, Chief Medical Officer at SMMC
Quintinn Stewart, District Director of Technical Support Services

Chairman Dr. John Freeman called the meeting to order at 1:04 p.m. in accordance with Texas Government Section, 551.045 with Dr. John Freeman, Maxwell Barr, Adrian Calvio, Dr. Marisha Beck, Mark Morgan, and Ben Zeichick and Dr. Sparks located in the Fireplace Room in the SUB on the Big Spring campus. 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 is 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 held on October 17, 2022, the monthly checklist for October 2022, monthly reports of auxiliary services, personnel matters, and an internal audit report. Mr. Zeichick made the motion to approve the routine matters. Dr. Beck 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, Dr. Sparks discussed the history of COVID-19 in the community and the cooperation between the City of Big Spring, Scenic Mountain Medical Center, and the community during the pandemic. She then read proposed resolutions that highlighted the admirable conduct and courage of City of Big Spring employees, specifically Chief Craig Ferguson as Emergency Management Coordinator; and health care professionals at Scenic Mountain Medical Center, specifically Chief Medical Officer Dr. Rohith Saravanan, Employee Health Nurse Samantha Rodriguez, and President Stacey Brown during those trying times. Trustees invited representatives from both entities forward to thank them.

Next, Trustees considered the resolutions for the City of Big Spring and Scenic Mountain Medical Center and gave Dr. Sparks authority to draft and present similar resolutions to the City of San Angelo and Shannon Medical Center at a later date. Mr. Barr made a motion to approve the resolutions and give Dr. Sparks authority to complete and present the other resolutions as presented. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared the COVID-19 Response Status #31, which is on the website. There were no changes to the *Open Howard College Plan* and Alert Status this month.

Next, Dr. Sparks gave a brief update on the modifications being made relative to the Board's planning calendar. These modifications are being planned to align with the proposed changes in the community college appropriation structure. The proposed changes will be presented at the December or January Board Meeting.

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

Next, Trustees heard a report relative to the Access focus of the strategic plan. Dr. Sparks discussed the Continuing Education/Workforce Training Official Enrollment and Contact Hours with Comparisons Report. She explained that the report tracked headcounts, contact hours, and course offerings over the span of four years. This data shows where the college was pre-pandemic, the impact that COVID-19 had on enrollment, and the subsequent recovery that is ongoing.

Next, continuing with the Access focus, Trustees heard a Labor Market Analytics and Economic Data update from Bryan Stokes. Bryan explained that Howard College carefully tracks local market data as part of the strategic plan. The data is used to adjust and create CTE and CE course offerings. Howard College is committed to strengthening business partnerships and ensuring that students are prepared for the local job market. This commitment will become even more important with the expected funding model changes.

Next, as part of the Performance Excellence focus of the strategic plan, Trustees heard a report from Bryan Stokes on the Community College Survey of Student Engagement (CCSSE) and Graduate Survey Results. Bryan explained that typically, we participate in CCSSE every other year, but COVID-19 disrupted that schedule. Howard College has completed two years in a row to get back on track. The college excelled in active and collaborative learning. Compared to previous years and against the Community College cohort, Howard College is doing very well.

Next, Trustees reviewed the Quarterly Investment Report as well as the Annual Investment Report.

Trustees moved to the third item, Monitoring.

Next, Trustees passed on RFP #22-013 for a commercial passenger bus.

Next, Trustees were updated by Terry Hansen and Fabian Serrano 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, as well as the recent auctions.

Next, Trustees were updated by Brenda Claxton on the financial audit that is underway.

Next, Trustees were updated on the implementation of the student information system by Eric Hansen. Data validation is underway, and training was provided to financial aid personnel. Progress is being made and software integration is beginning.

Dr. Sparks reviewed the Board calendar of significant events. The December Board meeting will be held December 12, 2022. There are many activities scheduled as we enter the holiday season.

Next, Dr. Sparks recognized the following college community members:

- Mandy Anderson and Luci Gabeheart were both recognized in the *Permian Basin Great 25 Nurses*. Howard College is very proud that we have 2 of the 25 in the area. We have outstanding faculty.
- Howard College Big Spring was also recognized as a 2023 Top Ranked Nursing School in Texas. Our RN program was ranked as #6 in the state. This ranking includes major universities.
- A former student at the Lamesa Campus, Shrey Bhakta, was acknowledged by Digitex as a grant success story in their statewide write up.
- On October 25, Mike Hemmeter at the San Angelo campus was given the rank of Honorary Commander of the 111th Training Wing at Goodfellow Air Force Base. This distinguished award was given because of his outstanding leadership in veterans education. Mike is dedicated to and serves veterans faithfully across the district.

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

Next, Dr. Sparks shared that the Texas Commission on Community College Finance will soon release its final recommendations. Colleges will begin working with their legislative teams in preparation for the upcoming session. Dr. Sparks shared that there was a webinar on the recommendations from the Texas Commission on Community College Finance November 11, 2022. Colleges are anxiously awaiting modeling from the Texas Higher Education Coordinating Board to see how funding changes may impact individual community colleges in the state. Dr. Sparks will be working with our legislative team in preparation for the upcoming session.

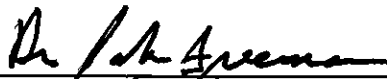
Next, Dr. Sparks reviewed the status of new trustee training. Raul Marquez has completed the investment training and will attend the THECB training in Austin next month.

Next, Trustees received a Purchasing Process update from Steve Smith.


Next, Dr. Sparks briefly discussed setting up campus tours at all sites next spring for Trustees new to the Board since 2020.

Lastly, Trustees and Dr. Sparks reported on the Association of Community College Trustees Congress (October 26-29). Five of the seven trustees attended. Trustees shared insight they received at the Congress that can be applied to governance of the College.

There being no other business, Chairman Freeman adjourned the meeting at 3:01 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary
By Brenda Madore