

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, March 27, 2023.

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  
Mark Morgan  
Ben Zeichick

Dr. Cheryl T. Sparks, Ed.D., President  
Dr. Amy Burchett, Ed.D., Executive Vice-President  
Pam Callan, Provost, San Angelo  
Danny Campbell, Provost, SWCD  
Monica Castro, Executive Dean, Lamesa  
Brenda Claxton, Chief Fiscal Officer/Controller  
Eric Hansen, Chief Technology Systems/Data Security Officer – by phone and in-person  
Rhonda Kernick, Chief Human Resources Officer  
Brenda Madore, Chief of Staff/Institutional Advancement 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:

Lee Bryant, Security  
Roger Cline, Big Spring Herald  
Candice Maldonado, District Dean of Financial Aid – by phone  
Emma Garcia, Executive Assistant  
Terry Hansen, Chief Special Projects Officer  
Jenee Higgins, Dean of eLearning and Instructional Design  
Cindy Smith, Dean of Student Success

Chairman Dr. John Freeman called the meeting to order at 10:02 a.m. in accordance with Texas Government Code Section, 551.045 with Dr. John Freeman, Maxwell Barr, Dr. Marisha Beck, Mark Morgan, Ben Zeichick, and Dr. Cheryl Sparks located in the Fireplace Room of the SUB on the Big Spring campus. Adrian Calvio participated via the telephonic conference line. 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.

Trustees moved into Executive Session at 10:03 a.m. under Personnel/551.074 and Security/551.076 to discuss cabinet leadership and receive the IT Security Audit Report from Eric Hansen, Chief Information Technology Officer. Chairman Freeman closed the Executive Session at 12:17 p.m.

After a brief recess for lunch, Chairman Freeman reconvened the regular meeting at 12:51 p.m. Mr. Barr led the invocation and then 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 February 27, 2023, financials for February 2023, monthly reports of auxiliary services, and personnel matters. Mr. Barr made the motion to approve the routine matters. Mr. Zeichick 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 cabinet members as presently constituted: Amy Burchett, Executive Vice-President; Brenda Claxton, Chief Fiscal Officer/Controller; Steve Smith, Chief Business Officer/Internal Auditor; Fabian Serrano, Chief Operations and Safety/ Security Officer; Rhonda Kernick, Chief Human Resources Officer;

Eric Hansen, Chief Technology Systems/Data Security Officer; Brenda Madore, Chief of Staff/Institutional Advancement Officer; Bryan Stokes, Chief Institutional Effectiveness Officer; Pam Callan, Provost-San Angelo; Monica Castro, Executive Dean-Lamesa. Danny Campbell, current SWCD Provost is retiring at the end of the year. Trustees also considered Jeff Anderson as the interim Provost upon Danny's departure for the upcoming year. The Board thanked Danny for his many years of service. Mr. Zeichick made a motion to approve the cabinet appointments as presented. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared the COVID-19 Response Status #35 to date that is on the website. There were no changes to the *Open Howard College Plan*. Reports will continue until the state of emergency has been ended by the Governor.

Next, Trustees discussed scheduling meetings to be held on each campus over the course of the next year. As part of the Board self-evaluation, Trustees had determined that they would like to visit each of the campuses for a focused event spotlighting each campus. Regular meetings will be held in the taxing district for the spotlight on the Big Spring and SWCD campuses. Special meetings will be held at San Angelo and Lamesa for those focused events. Each of these meetings will focus on the individual campus and provide a time for Trustees to tour the facilities and receive information specific to each campus.

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

Next, Bryan Stokes gave Trustees a short overview of the upcoming 1<sup>st</sup> Annual Data Summit that will be held Friday, March 31. Departments and units will review data pertinent to their areas, use that data to evaluate and plan for the upcoming year, and use that planning to inform budget requests.

Next, Dr. Amy Burchett gave Trustees an update on the Texas Success Center/Implementing & Scaling 8-Week Courses Initiative. She presented a PowerPoint that reviewed the history and development of the initiative, as well as the various work that has been done to provide for a successful implementation. She reported that it has been challenging and rewarding work and that many improvements across the system have resulted. It is projected that this initiative will increase student success metrics based on research and the success of other institutions.

Next, Dr. Burchett informed Trustees that Howard College applied for and has been accepted by the Texas Success Center into the Talent Strong Texas Pathways Program as a member of Cadre 2. This is the next iteration in the Pathways work by community colleges in the state.

Next, Dr. Sparks gave a brief recap of the Howard County Leadership Summit that was held February 28, 2023, in the Coliseum. Trustee Calvio also reported that it was productive and efficient meeting building on last year's event.

Next, Trustees reviewed the Small Class Report as required each semester by the Texas Higher Education Coordinating Board (THECB).

Trustees moved to the third item, Monitoring.

Next, Dr. Sparks and Eric Hansen gave an update on RFP #23-001 Audio Visual Upgrades for Distance Learning Rooms. Trustees gave Dr. Sparks authority to proceed with this at the last Board Meeting. Proposals have been received and there is negotiation going on with prospective vendors. It is anticipated that it will be finalized in the upcoming week and the Board will be updated accordingly.

Next, Trustees considered a Resolution Authorizing the Auction of Howard County Trustee Properties to the Highest Bidder for Cash, Without Reservation. Mr. Zeichick made a motion to approve as presented. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

There were no handbook or catalog changes.

Next, Terry Hansen gave an update on the Library and Music Building renovations. Work is progressing on both projects; however, supply chain issues are causing some delays.

Next, Fabian Serrano updated Trustees on Food Service Kitchen Updates at the Big Spring and SWCD campuses. All equipment has been installed and the project is nearly complete.

Next, Trustees were updated on the implementation of the student information system by Eric Hansen, Bryan Stokes, and Dr. Amy Burchett. Data validation continues and they are beginning to run reports. The implementation team is meeting regularly, and they continue to progress towards a full implementation in the fall of 2023.

Next, Dr. Sparks reviewed the Board calendar of significant events. The April Board Meeting will be held April 24, 2023. She related that this is a very active time with sporting and fine arts events occurring, and graduation events that will be happening in the next two months.

Next, Dr. Sparks recognized the following:

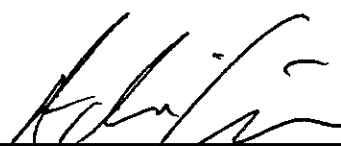
- The Howard College Theater Department received a Bronze Rating overall at the TCCSTA 23 Festival. Several students also received individual awards. In addition, the department, April Langehennig, and students received a rating of Excellence in Projection (Addison Smith), Makeup (Emery Young) and Costume (Madi Armstrong) Design, Fight Choreography (Cory Lawson), and Acting (Niall Connell) in the Kennedy Center American College Theater Festival (KCACTF) Region 6 awards. Two students, Mia Martinez and Zach Sawyer, were nominated for the Irene Ryan Acting Scholarship.
- San Angelo student Rachel Deller was selected as the 2023 New Century Workforce Pathway Scholar for Texas. The New Century Pathway Scholarship program is sponsored by the Coca-Cola Foundation and Phi Theta Kappa. More than 2400 applications were received, and Rachel received the highest score in Texas.
- San Angelo student Hailey Lowden was selected for the 2023 Coca-Cola Academic Team Silver Scholar.
- Lorenzo Fort was selected for the Region V Men's Basketball All-Conference and WJCAC Men's All-Conference Teams. Kwo Agwa was also selected for the WJCAC Men's All-Conference Team.
- Five Hawks were selected for JUCOREcruiting.com's TOP 100. Trey Fort, Kwo Agwa, Kavion McClain, Deng Mayar, and Dontae Horne received this honor.
- Ann Zachariah was selected for the WJCAC Women's All-Conference Team.
- Howard College received the prestigious Billy Hibbs Safety Award for exemplary safety practices resulting in lowest loss ratio in 2021-2022 by Claims Administrative Services, Inc. This honor was received due to the district's track record and dedication to a safe work environment. As a result of this award, Howard College was also awarded the Annie Ozella Jones Memorial Scholarship for the district's dedication to safety. The \$500 scholarship will be awarded to a student of the district's choice.

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

Lastly, Dr. Sparks shared legislative updates on the committee substitute for House Bill 8. It is anticipated that the bill will be on the floor of the House as early as next week and prior to the budget getting on the floor of the House around April 5. She also shared that Brenda Claxton has been invited to serve on the Texas Higher Education Coordinating Board Community College Finance Advisory Committee. This committee will strategize the implementation of the anticipated changes in community college funding.

There being no other business, Chairman Freeman adjourned the meeting at 2:16 p.m.

  
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Dr. John Freeman, Chairman

  
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Adrian Calvio, Secretary  
By Brenda Madore