

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, April 24, 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  
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  
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  
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:

Tracy Overstreet, Security  
Emma Garcia, Executive Assistant  
Terry Hansen, Chief Special Projects Officer  
Cindy Smith, Dean of Student Success

Chairman Dr. John Freeman called the meeting to order at 12:32 p.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 and Raul Marquez 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.

Mr. Zeichick 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 March 27, 2023, financials for March 2023, monthly reports of auxiliary services, personnel matters, and an internal audit report. 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, Dr. Sparks shared the COVID-19 Response Status #36 to date that is on the website. There were no changes to the *Open Howard College Plan*.

Next, Trustees considered naming the Big Spring Refinery Ballpark/Jack Barber Field Press Box after John Weeks. John was the "voice of Howard College Baseball" for many years. The naming of the press box complies with approved policy and is appropriate for the impact that John had on the college community. Dr. Beck made a motion to approve the proposed name for the Press Box. Mr. Morgan seconded the motion. All trustees present voted in favor of the motion.

Next, Trustees considered the naming of spaces in the Anthony Hunt Library. There have been two significant donors who have contributed to the extensive renovation of the library, the G.C. Broughton Jr. Foundation and the Maria Hoag Estate. Dr. Sparks has worked with both parties to determine an appropriate name for spaces in the library that will show appreciation for the donations that have made the renovation possible. The proposal to Trustees was to name the new Teaching and Learning Center in the Library after Jean Broughton, who was an educator in Howard County, and the new Reading Nook area after Maria Hoag. Mr. Barr made a motion to accept the naming of spaces in the Anthony Hunt Library as proposed. Dr. Beck Seconded the motion. All trustees present voted in favor of the motion.

Next, Trustees considered a resolution thanking SWCD donor Lloyd Curley. Mr. Curley is a former Howard County resident who is deaf and also attended Howard College. He has made a significant donation to support students at the SWCD campus. Mr. Zeichick made a motion to approve the resolution as presented. Mr. Barr seconded the motion. All trustees present voted in favor of the motion.

Next, Dr. Sparks discussed the dates of focused Board 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 Board Meeting 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 meetings. 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. The dates for these meetings are: Regular Meeting at Howard College Big Spring, November 13/Big Spring Campus Focus; Lamesa Special Meeting at Lamesa Campus, November 1/Lamesa Campus Focus; San Angelo Special Meeting at the San Angelo Campus, June 14/San Angelo Campus Focus; Regular Meeting at SWCD Campus, October 23/SWCD Campus Focus.

Next, Trustees considered awarding a posthumous degree to Christie Feland. Christie was a San Angelo student who unexpectedly passed away in the fall semester. Christie had already completed her Certificate, Level I in Cosmetology, she then returned to HC after some time away and earned a Certificate, Level I, as a Cosmetology Instructor, graduating *Ampla Cum Laude*. Christie then continued her studies in pursuit of an Associate of Applied Science, Cosmetology, which she earned in 2022, again graduating with honors. She was on track to graduate with an Associate of Science in Business in the Fall of 2022. Trustees discussed that it is fitting to award the posthumous degree, which will allow her family to receive it in her honor at the Spring graduation ceremony. Mr. Barr made a motion to approve awarding a posthumous degree to Christie Feland. Mr. Morgan seconded the motion. All trustees present voted in favor of the motion.

Next, Dr. Sparks noted that Roger Cline, a long-time friend of Howard College and editor of the Big Spring Herald had unexpectedly passed away. He will be missed.

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

Next, Bryan Stokes gave Trustees a recap of the Data Summit that was held Friday, March 31. Departments and units reviewed data pertinent to their areas, and then used that data to evaluate, plan, and set goals for the upcoming year. The event was a success and Bryan is analyzing the data that was collected. The College is preparing for another data summit that will occur in the fall. These summits assist in the loop of assessment and continuous improvement.

Next, Dr. Sparks gave a detailed report on the recent Student Roundtables. She explained that Roundtables are held at each campus and in a virtual format once each semester. Students are given a short presentation on items that have been addressed from the last Roundtable and then are solicited for input and suggestions for improvements. Immediately following the Roundtables, the campus administrator will gather data and assign needed improvements to appropriate personnel. Concerns of students vary by campus because of varying demographics. Dr. Sparks discussed specific examples of items collected from the recent meetings. Trustees were provided with the complete report in their materials.

Trustees moved to the third item, Monitoring.

Next, Trustees considered RFP #21-012 for Bookstore services as presented. Steve Smith reported that a 2-year contract with Texas Books had been determined to be most advantageous for the College. Mr. Barr made a motion to approve RFP #21-012. Mr. Morgan seconded the motion. All trustees present voted in favor of the motion.

Next, Steve Smith gave an update on RFP #23-001 Audio Visual Upgrades for Distance Learning Rooms. Trustees had given Dr. Sparks authority to proceed with this at a past meeting. Upon much consideration it was determined that Taurus Technology's proposal best aligned with the needs of the project. The project is moving forward.

Next, Trustees considered proposed handbook and catalog changes. Trustees also considered affirming the current catalog. Proposed changes included updates to tuition and fees, and room and board (increases were based on rising costs), a new policy for credit for prior learning, the 2023-2024 academic calendar, new programs in Hospitality Management and Patient Care Technician, new Health Science Associate of Science and Applied Science degrees, and an addition to the Employee Handbook for pay for baseball and softball games support staff. Mr. Zeichick made a motion to affirm the current catalog and approve all of the changes to the catalog and employee handbook as proposed. Mr. Barr seconded the motion. All trustees present voted in favor of the motion.

Next, Trustees considered faculty employment contracts. Mr. Barr made a motion to approve faculty contracts as presented. Dr. Beck seconded the motion. All trustees present voted in favor of the motion.

Next, Trustees considered faculty retirement resolutions for Kirk Davidson and Danny Campbell. Mr. Zeichick made a motion to approve the faculty retirement resolutions as presented. Dr. Beck seconded the motion.

Next, Trustees considered awarding Professor Emeritus status to retiree Amber Buske. Mr. Zeichick made a motion to approve Professor Emeritus status as presented. Mr. Barr seconded the motion. All trustees present voted in favor of the motion.

Next, Terry Hansen gave an update on the Library and Music Building renovations. We are in the "home stretch" on both projects; however, supply chain issues are causing some delays.

Next, Fabian Serrano and Terry Hansen updated Trustees on preparations for the April 29 Baseball and Softball games that will be broadcast on ESPN+. Staff members have been working hard to get everything in order for the broadcast. Dr. Sparks complimented Fabian Serrano, Terry Hansen, and their teams for their hard work in preparation for this important event. Dr. Sparks also informed Trustees about the 10:30 a.m. ceremony that will occur before those games celebrating the name change of the Press Box in honor of John Weeks.

Next, Trustees were updated on the implementation of the student information system by Eric Hansen, Bryan Stokes, and Dr. Amy Burchett. Departments have been "working around the clock" to ensure a smooth transition to the new system. Fall registration will utilize the new system. Regular support and communication is going out to faculty, staff, and students.

Next, Dr. Sparks reviewed the Board calendar of significant events. The June Board Meeting will be held June 26, 2023. She related that this is a very active time with sporting and fine arts events occurring, and graduation events happening.

Next, Dr. Sparks recognized the following:

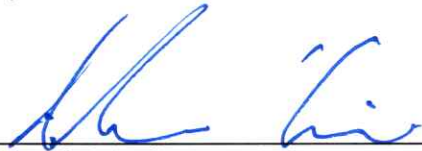
- Terri Nix, a San Angelo faculty member has been awarded the Lindle Grigsby Excellence Award by the Texas Association of College Technical Educators.
- Howard College has been ranked number one for the 2023-2024 military-friendly school designation for small community colleges nationwide; credit was given to Mike Hemmeter for his hard work.
- Basketball athlete Trey Fort was chosen for 2<sup>nd</sup> Team All American.
- Hawk Women's Basketball players Malgorzata "Gosia" Byczkowska and Ann Mary Zachariah have signed National Letters of Intent to move to D1 basketball. Gosia will be moving to Tarleton State University and Ann Mary will be going on to Colorado State University.

Lastly, Dr. Sparks shared legislative updates. There is a tremendous amount of activity occurring around community college funding. The challenge now is to determine how the new funding model will impact each institution. She shared that Brenda Claxton's inclusion on the new Texas Higher Education Coordinating Board Community College Finance Advisory Committee will allow Howard College and all small rural colleges in the state to be represented. This committee will strategize the implementation of the anticipated changes in community college funding. The legislative session ends at the end of May and there is much work to be done prior to its implementation for September 1, 2023.

There being no other business, Chairman Freeman adjourned the meeting at 2:27 p.m.



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Dr. John Freeman, Chairman



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Adrian Calvio, Secretary  
By Brenda Madore