

The Board of Trustees of the Howard County Junior College District met for an executive session, public hearing, and regular board meeting in the Board Room of the Student Union Building at the Big Spring campus of Howard College on Monday, March 25, 2024.

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 Zoom)
Mark Morgan
Ben Zeichick

Dr. Cheryl T. Sparks, Ed.D., President
Dr. Amy Burchett, Ed.D., Executive Vice-President
Jeff Anderson, Provost, SWCD
Pam Callan, Provost, San Angelo
Monica Castro, Executive Dean, Lamesa
Brenda Claxton, Chief Fiscal Officer/Controller
Eric Hansen, Chief Technology Systems/Data Security Officer
Brad Keller, Chief Institutional Research Officer
Rhonda Kernick, Chief Human Resources Officer
Brenda Madore, Chief of Staff/Institutional Advancement Officer - recorder
Fabian Serrano, Chief Operations and Safety/Security Officer
Cindy Smith, Chief of Student Success/Public Information Officer
Steve Smith, Chief Business Officer/Internal Auditor

Others present were:

Stephanie Bissonnette, Interpreter
Dee Lindsey, Dean of Workforce Development
Tracy Overstreet, Security, Guardian Security
Rene Porter, Interpreter
Quintinn Stewart, District Director of Technical Support Services
Shannon Stuteville, Executive Assistant to the President
Shane Taiclet, District Director of Administrative Services
Mark Willis, Executive Director of the Big Spring Economic Development Corporation

Chairman Dr. John Freeman called the meeting to order at 10:05 a.m. with Dr. John Freeman, Maxwell Barr, Adrian Calvio, Dr. Marisha Beck, Mark Morgan, Ben Zeichick, and Dr. Cheryl Sparks located in the Board Room of the SUB on the Big Spring campus. Raul Marquez participated via Zoom.

Shortly after calling the meeting to order, the Board moved into Executive Session in accordance with Texas Government Code Sections, 551.074 & 551.087 to discuss the President's evaluation, personnel matters, an organizational change update, and the Crusoe Energy abatement extension request. Upon conclusion of the Executive Session, the Board recessed for lunch at 11:54 a.m. The regular meeting was open to the public in the Board Room on the Big Spring Campus and through remote connection utilizing a toll-free number. The regular meeting was recorded and will be available on the website. Minutes will also be available on the website.

After a brief recess for lunch, Chairman Freeman convened the regular meeting at 12:46 p.m. Mr. Calvio led the invocation.

Next, Dr. Freeman welcomed attendees and noted the absence of special guests.

Next, a public hearing was held in regard to Tax Abatement Guidelines and Criteria. There were no comments.

Next, 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 February 26, 2024, the Financials for February 2024, monthly reports of auxiliary services, personnel matters, and an internal audit report. Mr. Calvio made a motion to approve the routine matters. The motion was seconded by Mr. Zeichick. All Trustees present voted in favor of the motion.

Next, Trustees moved to New Business Visioning/Future Directions.

Next, Trustees considered the Tax Abatement Guidelines and Criteria and resolution (see attached). Dr. Beck made the motion to approve the tax abatement documents. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered a request from Crusoe Energy to extend the date of construction start to September 30, 2024, in the 312 Abatement Agreement that was approved last year. The request had been discussed in Executive Session with Trustees by Mark Willis of the Big Spring Economic Development Corporation. Mr. Barr made a motion to approve the request as presented. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks provided an update on the Howard County Leadership Summit that had been held February 7, 2024, in the East Room of the Coliseum. Dr. Sparks and several Trustees attended. The meeting was more interactive by design, and it was agreed that the meeting was productive.

Next, Trustees considered the President's Contract and Job Description. The two-year contract agreement was extended by one year to August 2026. No other changes were made from the previous year. Mr. Calvio made a motion to approve the contract and job description as presented. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks discussed organizational changes and presented cabinet appointments for the upcoming academic year. She explained that HB8 has created a need for change, and the organization has been adapting. New cabinet appointments were presented for consideration. Jeff Anderson was recommended for the post of Provost at SWCD; he has been serving in the interim role this past year. Cindy Smith was proposed as Chief Student Success and Public Information Officer, a new cabinet position that includes some student support responsibilities split off from the Executive Vice President's role. Brad Keller was introduced as recently hired for the role of Chief Institutional Research Officer, replacing the Chief Institutional Effectiveness Officer post with updated responsibilities. All other cabinet positions remained as currently constituted. Dr. Beck made a motion to approve Cabinet appointments as presented. Mr. Calvio seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered a resolution to enter into an interlocal agreement for a seal coat project with the City of Big Spring. Mr. Zeichick made a motion to approve the interlocal agreement. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered updating the name of the Dorothy Garrett Coliseum floor to include the names of Mike and Sheila Abusaab, who had a large role in procuring the floor for the Coliseum and have been valued members of the Hawk community for many years. It will be called the Abusaab Sonic Floor. Dr. Sparks will find an appropriate time to make the presentation to Sheila Abusaab. Mr. Zeichick made a motion to update the name as presented. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks, with input from Dr. Burchett and Dee Lindsey, gave Trustees an update on the Correctional Studies Program. She explained that due to funding model changes brought about by HB8, the revenue stream for the current instructional model at FCI was significantly impacted. During budget discussions earlier this year, this challenge was recognized, and it was agreed to temporarily fund certain positions and programs as a stopgap measure until an actionable plan could be developed. That was relayed to the FCI with the date of March 1 as the deadline. The team diligently worked on this with the FCI and it has been determined that FCI will provide a temporary or bridge contract to finish their fiscal year, which ends in September to cover Howard College faculty at the prison. A Request for Proposals (RFP) is being released by the Federal Government that will cover the arrangement going forward. The contract will be for five years. We will submit a proposal.

Next, Trustees considered a Notice of Program Completion: 1991 Quitclaim Deed related to the SWCD campus. Steve Smith explained the history of the property acquisition. He shared this completes the reporting requirement to the Federal Government for this property. Mr. Calvio made a motion to approve the completion. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees moved to Performance Measures/Outcomes.

Next, Trustees received a report on the final Fall 2023 enrollment and Workforce Training and Continuing Education Quarter 4 enrollment data from Brad Keller.

Next, Trustees considered the final audit report. Brenda Claxton reported that no changes had been made since the last report in February of an unmodified opinion. The Trustees and Dr. Sparks thanked Brenda and the entire team for their outstanding work. Mr. Zeichick made a motion to approve the audit. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees moved to Monitoring.

Next, Trustees received an update on the San Angelo Electrical/Plumbing Lab project by Shane Taiclet. The foundation is complete and ready for metal. The project is on track to be completed by June.


Next, Dr. Sparks noted that it is a busy time of the year with many activities in progress and more in the planning stages. End of year ceremonies and graduation will soon be upon us. Basketball has finished their seasons, and baseball, rodeo, and softball are ongoing. Tuesday, April 2 the Permian Energy Development Lab (PEDL) will launch their energy grant program at 10:00 AM in the Cactus Room of the SUB on the Big Spring Campus. The HC Rodeo will be April 11-13 with a BBQ on April 9. The Howard College Foundation meeting is April 12, the SWCID Foundation meeting April 17, and the SWCD Advisory Council on April 18. The next Board meeting will be April 29.

Next, Dr. Sparks recognized student athletes including Joey Madimba who made the NJCAA Region V Men's All Conference Team. Kasheem Grady made Honorable Mention. Elysa Martinez made Honorable Mention on the Women's All Conference Team.

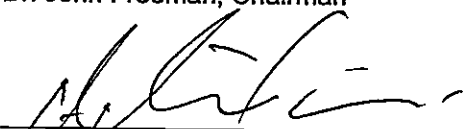
Next, Dr. Sparks gave a brief legislative update. Representative Darby won the Primary and is unopposed in the general election. Cabinet will be meeting with Terry Hansen and Phil Furqueron to finalize the Facilities Master Plan 2024 for presentation to the Board at an upcoming meeting. Strategic planning is going on at SWCD.

Next, Dr. Beck and Mr. Zeichick discussed the Community College Association of Texas Trustees (CCATT) West Texas Leadership Seminar that was held at Odessa College on March 22, 2024, which they attended with Dr. Sparks. The focus of the seminar was data driven decision making.

There being no other business, the Trustees adjourned at 1:30 p.m.



Dr. John Freeman, Chairman



Adrian Calvio, Secretary
By Brenda Madore