ACTION ITEM “I.A”
Special Emergency Board Meeting
March 27, 2020
Consideration of Approval of Resolution to Authorize Delegation of Authority to the President during Altered Operations for COVID-19

ADMINISTRATION RECOMMENDATION/REPORT
The administration recommends that the Board of Trustees adopt a resolution making certain delegations of authority to the President in order to efficiently and effectively prepare the college district in response to the declarations of emergency announced by the United States, the State of Texas, the surrounding cities and counties of the service area, as well as in preparation for any additional declarations of emergency.

BACKGROUND
The College’s top priority is the safety of our students and employees. The College’s main goal is to facilitate the continuance of operations in an altered operational format, allowing students to remain on track to meet their learning objectives and complete their studies. Retention of full-time and part-time employees, reduction in turnover, maintaining morale, and facilitating the future return to normal operations are also top strategic objectives.

Many decisions will need to be made outside of our normal method of operations, and in a timeframe that is outside of the College’s normal pattern.

IMPACT OF THIS ACTION
This action will delegate to the President the authority to act for the Board of Trustees in various areas, including scheduling of work and payments to employees, alteration to 2019-2020 calendar, ability to seek waivers from various agencies, and ability to procure needed items above the President’s normal threshold. This delegation is sought to facilitate the efficient and effective utilization of resources available to the College to maintain operations in an altered manner.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)
Adoption of the resolution has no specific budget implications.

MONITORING AND REPORTING TIMELINE
The President will provide timely and reasonable information to the Board of Trustees with regard to decisions made pursuant to this Resolution.

ATTACHMENTS
Attachment 1 – Resolution of the Board of Trustees of Howard College – COVID-19 Virus

RESOURCE PERSONNEL
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