

MINUTES  
REGULAR MEETING  
ANGELINA COLLEGE BOARD OF TRUSTEES  
July 11, 2016

The Angelina College Board of Trustees met in Room 101 of the Health Careers I Building of Angelina College at 5:30pm. Officers present were Mr. Robert Poland, President, Dr. Billy G. Kistler, Vice President, and Mr. Trey Henderson, Secretary. Members present were Mr. Jay Shands, Mrs. Ellen Temple, Mr. Joe Deason, and Mr. Tim Stacy.

College personnel attending the meeting were Dr. Michael Simon, President; Dr. Monica Peters-Clark, Coordinator, Institutional Effectiveness and QEP; Mr. Steve Hudman, Dean of Student Services; Mrs. Nancy Reynolds, Coordinator of Communications and Publications; and Mrs. Rebecca Allen, Recording Secretary.

Visitors present were Mr. Wayne Haglund, attorney for the college, Mr. Caleb Beane with KTRE television; and Ms. Stephanie Stevens, reporter for *The Lufkin Daily News*.

Mr. Poland called the meeting to order at 5:30pm and Dr. Kistler gave the invocation.

**COMMENTS TO THE BOARD**

There were no comments to the Board.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

Mr. Poland asked if there were any additions or corrections to the minutes from the previous meeting of the Board. There being no additions or corrections Mrs. Temple made a motion to approve the minutes of the June 13, 2016 regular meeting. Mr. Shands seconded the motion and the motion carried unanimously.

**REVIEW AND CONSENT**

*Financial Report, Monthly Investment Report, Quarterly Investment Report and Disbursements*

Dr. Simon presented the Financial Report, Monthly Investment Report, and Disbursement Report to the Board for approval. After a review of the reports, a motion was made by Mr. Henderson and seconded by Mr. Shands to accept the Financial Report, Monthly Investment Report, Quarterly Investment Report and Disbursement Report as presented. The motion was approved unanimously.

*Personnel Recommendations*

Dr. Simon presented the following personnel recommendations for approval: full-time instructor Alicia Andreatta, Government instructor; full-time employees Dr. Cynthia Casparis, Vice-President of Academic Affairs and Kimberly Karn, Career Pathways Navigator-Lufkin; Community Services employee Ethan Fatheree, Ropes Facilitator/Lufkin. Dr. Simon also presented for approval the resignations of Renea Authement and Lisa Olford, ADN instructors,

and Megan Johnson, Government instructor. Mr. Shands made the motion to accept the personnel recommendations as presented. Dr. Kistler seconded the motion. Motion carried unanimously.

## **INFORMATION REPORTS**

### *Update on Final Summer I Enrollment & Preliminary Summer II & Fall Enrollment*

Dean Hudman reported that we had a 4.5% increase for Summer I in headcount of 1,597 and a 9.8% increase in contact hours. Summer II classes begin July 12<sup>th</sup> and we are where we should be compared to last year and Fall enrollment looks good. More marketing will begin this week with Student Services moving to more electronic communication instead of mailers.

### *SACSCOC Progress Update*

Dr. Simon provided an update on conversations he has had with individuals concerning their perspective on the college's accreditation. We will write a monitoring report and will host a SACSCOC special committee on campus March 7 thru 9, 2017. They are scheduled to meet with the Trustees on March 8, 2017. The SACSCOC Board will meet in June 2017 concerning our reaffirmation. Dr. Simon announced that he will provide a monthly update during this process. He informed the Trustees that we will have a speaker in the Fall to address all faculty and staff on integrity. We will be developing a detailed 5-year timeline and will be revising our Standing Committees to form a framework for shared governance; strategic planning and execution, assessment and continuous improvement and compliance with SACSCOC. Dr. Simon distributed information on committee framework which sets out the new committees and each committee's responsibility as well as the committees which will be discontinued. Dr. Simon also distributed our Program Learning Outcomes (PLO) submitted in our SACSCOC report for the Trustees to review.

### *Update on 2016-2017 Budget Preparation*

Dr. Simon provided an update on the budget process. We have increased the number of positions in our IT department. Changes in the overtime rules going into effect later this year will require us to shift some positions to hourly or increase salaries. However, it will not change the status of that position. There was some discussion about fund-raising around faculty and getting more aggressive with the way we schedule classes.

## **COMMITTEE REPORTS**

There were no committee reports.

## **EXECUTIVE SESSION**

At 6:15pm Mr. Poland announced the beginning of the Executive Closed Session, provided by Section 551.074 and 551.071 of the Government Code in accordance with the Texas Open Meetings Act. The Board moved to Room 100A of the Health Careers Building for the Executive Session.

At 7:10pm the Board returned to Room 101 and Mr. Poland announced the end of the Executive Closed Session. Mr. Poland announced that no action was taken in the Executive Session.

## **ACTION ITEMS**

*Board Action, if any, on Level 4 Complaint Presented by Dr. Monica Peters-Clark*

There being a lack of a motion, the Board did not take action on Dr. Clark's complaint. Mr. Poland thanked Dr. Clark for bringing her concerns to the Board. Mr. Poland commented that Dr. Simon will review any systemic issues related to the complaint.

*Bids and Proposals*

There were no bids or proposals for the Board to consider.

*Revisions to Local Policies Changing Contact Information*

Dr. Simon recommended that revisions be made to local policies DAA, DGBA, FA, FDE and FLB in the Angelina College Policies and Procedures Manual reflecting Steve Hudman, Dean of Student Services, and the Office of Student Services as contact for any Title IX inquiries or complaints or request for accommodation of a disability. Mrs. Temple made a motion to approve the revisions to local policies DAA, DGBA, FA, FDE and FLB in the Angelina College Policies and Procedures Manual reflecting Steve Hudman, Dean of Student Services, and the Office of Student Services as contact for any Title IX inquiries or complaints or request for accommodation of a disability. The motion was seconded by Mr. Deason and approved unanimously.

*Consideration of Membership in Texas Community College Consortium (TC<sup>3</sup>)*

Dr. Simon presented a recommendation to the Board for the approval to enter into an Interlocal Cooperation Agreement for the Formation and Administration of the Texas Community College Consortium (TC<sup>3</sup>). Motion made by Mr. Henderson for approval to enter into an Interlocal Cooperation Agreement for the Formation and Administration of the Texas Community College Consortium (TC<sup>3</sup>). Motion seconded by Mr. Deason. After some discussion, the motion was approved unanimously.

**REMARKS BY COLLEGE PRESIDENT**

Dr. Simon informed the Board that he has distributed an evaluation form to be used for all employees. He plans for all employees to be evaluated in February.

**REMARKS BY BOARD MEMBERS**

There were no remarks by the Board.

**NEXT REGULAR MEETING OF THE BOARD**

The next regular meeting of the Board will be Monday, September 12, 2016.

**ADJOURNMENT**

There being no further business Mr. Poland adjourned the meeting at 7:25pm.

Minutes approved at this August 8, 2016 meeting.

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Mr. Trey Henderson  
Secretary  
Board of Trustees  
Angelina County  
Junior College District

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Mr. Robert Poland  
President  
Board of Trustees  
Angelina County  
Junior College District