

MINUTES
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
June 13, 2016

The Angelina College Board of Trustees met in the Board Room of Angelina College at 5:30 p.m. Officers present were Mr. Robert Poland, President, and Dr. Billy G. Kistler, Vice President; and Members present were Mr. Jay Shands, Mrs. Ellen Temple, and Mr. Joe Deason.

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

Visitor present was Ms. Stephanie Stevens, reporter for *The Lufkin Daily News*.

Mr. Poland called the meeting to order at 5:30pm and Mrs. Temple 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 May 9, 2016 regular meeting. Mr. Shands seconded the motion and the motion carried unanimously.

ACTION ITEMS

Bids and Proposals

Dr. Simon presented to the Board for approval the purchase of a maintenance agreement and extended warranty of simulation education equipment (SimBaby, SimJunior, SimMom and SimMan 3G) from Laerdal Medical Corporation, the sole manufacturer and distributor, in the amount of \$28,011. Mr. Shands made a motion to approve the purchase of a maintenance agreement and extended warranty of simulation education equipment (SimBaby, SimJunior, SimMom and SimMan 3G) from Laerdal Medical Corporation, the sole manufacturer and distributor, in the amount of \$28,011. Dr. Kistler seconded the motion and the motion passed unanimously.

Annual Adoption of Continuing Education and Community Services Fees

Dean Tim Ditoro, Dean of Community Services, presented for approval the annual Tuition and Fee Schedule for Continuing Education and Community Services courses to be effective September 1, 2016. Dean Ditoro reported that he was requesting an increase in fees for 9 of 819 courses. Proposed course fee increases range from \$25 to \$200 for these courses. There were also 8 new courses added this year. Mrs. Temple made a motion to approve the Tuition and Fee Schedule for Continuing Education Courses effective September 1, 2016 as presented and the motion was seconded by Dr. Kistler. Motion carried unanimously.

Mr. Poland asked Dean Ditoro to explore offering ISO-9001 training courses.

Extension of Student Athletic Insurance

Dr. Simon recommended extending the contract with Ascension (Summit America Insurance Services) for student athletic accident insurance (underwritten by Aetna) for the period from August 15, 2016 through August 15, 2017 in the amount of \$66,960, which represents a substantial decrease over last year's premium. Dr. Simon also requested the approval to extend the catastrophic insurance component with Ascension (Summit America Insurance Services) for the same period for an additional \$6,730. Mr. Shands moved to extend the contract for student athletic accident insurance with Ascension (Summit America Insurance Services) for \$66,960 as well as extend the catastrophic insurance in the amount of \$6,730. Mr. Deason seconded the motion and the motion passed unanimously.

REVIEW AND CONSENT

Financial Report, Monthly 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 Dr. Kistler and seconded by Mrs. Temple to accept the Financial Report, Monthly 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 instructors Dr. Edward Carey/Education and Student Success, Todd Farmer/Biology, Aaron Grimes/English, Alexandria Ranc/Speech, and Renee Williams/English; part-time instructor Benjamin McGaughey/Respiratory Clinical; Chris Sullivan, Vice President of Business Affairs, part-time employees Rose Miller/Financial Aid Specialist; community services employees Michael Bates/Conversational Spanish-Nacogdoches, Rod Cleland/Gem Stone & Jewelry-Nacogdoches, Bryan Gordon/MSSC Training-Lufkin, Jennifer Jones/CAN Woodville, Weldon Peveto/Police Inservice-Training. Dr. Simon also presented for approval the resignation and terminations of Judy Dodson, part-time Clerk/Maintenance and David Rusk Temporary Associate Division Director Science and Mathematics Division. Mrs. Temple made the motion to accept the personnel recommendations as presented. Mr. Shands seconded the motion. Motion carried unanimously.

INFORMATION REPORTS

Annual Report on Enrollment by High School

Dean Hudman reported that 16% of all May 2015 graduates of high schools in our service area attended Angelina College this Fall or Spring. 37% of all in-county graduates attended Angelina College. The report included comparative data from each high school.

Preliminary Report on Summer Enrollment

Dean Hudman reported that the preliminary enrollment for Summer I is 1597 which represents a 4% increase. Dean Hudman reported that registration for Summer II appears to be ahead of where we were this time last year. He also reported that we are improving accessibility to registration for students.

At 6:00pm Mr. Poland announced the beginning of the Executive Closed Session, provided by Section 551.074 of the Government Code in accordance with the Texas Open Meetings Act. All visitors and guests were excused from the Boardroom.

At 6:38pm Mr. Poland announced the end of the Executive Closed Session and invited the visitors and guests to return to the Board Room. Mr. Poland announced that no action was taken in the Executive Closed Session.

COMMITTEE REPORTS

There were no committee reports presented.

REMARKS BY COLLEGE PRESIDENT

Dr. Simon reported that a panel of school and community leaders met to discuss our technology/workforce programs and ECHS students. The panel thought that our course offering was good for our area, but that more soft skill training was needed. Dr. Simon said that he asked the Associate Deans to incorporate soft skill training as a pilot program. Dr. Simon also reported that a grant was received from the T.L.L. Temple Foundation for lighting in the Temple Theatre. We are also looking at a significant investment to upgrade our technology programs and software upgrades. Dr. Simon reported that he was excited about the caliber of instructors that the college has hired during the last few weeks.

REMARKS BY BOARD MEMBERS

Mr. Shands requested that the Finance Committee convene within the next week. Dr. Simon will schedule that meeting.

NEXT REGULAR MEETING OF THE BOARD

The next regular meeting of the Board will be Monday, July 11, 2016

ADJOURNMENT

There being no further business Mr. Poland adjourned the meeting at 6:45pm.

Minutes approved at this July 11, 2016 meeting.

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

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