

MINUTES
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
December 12, 2018

The Angelina College Board of Trustees met in the Technology Workforce Building Room 139 of Angelina College at 5:30 p.m. Officers present were Dr. Sid Roberts, President and Ms. Hilary Haglund Walker, Vice President. Members present were Ms. Ellen Temple, Mr. Joe Deason, Mr. Robert Poland and Mr. Tim Stacy.

College personnel attending the meeting were Dr. Michael Simon, President; Mr. Chris Sullivan, Vice President of Business Affairs; Dr. Cindy Casparis, Vice President of Academic Affairs; Mr. Steve Hudman, Dean of Student Affairs, Ms. Dana Smithhart, Executive Director Institutional Advancement; Mr. Steve Capps, Senior Director of Physical Plant; Dr. Stacy Pfluger, Assistant Vice President Academic Affairs; Ms. Diane Throckmorton, Dean School of Arts & Education; Dr. Daryl Lancaster, Associate Dean School of Science and Mathematics; Ms. Winifred Ferguson Adam, Associate Dean School of Health Careers; Mr. Gary Liebst, Assistant Dean Visual and Performing Arts; Ms. Melissa Goins, Controller; Ms. Tifini Whiddon, Director of Human Resources; Ms. Janice Huffman, Director Grants and Sponsored Programs; Ms. Nancy Reynolds, Communications Manager; Stefanie Vaughn, Director of Surgical Technology Program; Ms. Olivia Wilson, Instructor School of Arts and Education; Ms. Sandy Lamont, Administrative Assistant to Vice President Academic Affairs; and Ms. Tracy Neal, Recording Secretary.

Visitors present were Ms. Susan Murrell, Alexander Lankford & Hiers, Inc.; Ms. Bonnie Denman; Mr. Wes Welch; and Dr. Monica Peters-Clark.

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

COMMENTS TO THE BOARD

There were no additional comments to the Board.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Dr. Roberts asked if there were any additions or corrections to the minutes from the previous meeting of the Board. There being no additions or corrections Mr. Poland made a motion to approve the minutes of the November 12, 2018 regular meeting, seconded by Mr. Stacy and passed unanimously.

ACTION ITEMS

Presentation of Annual Audit

Ms. Susan Murrell of Alexander Lankford & Hiers presented the Board with a copy of their annual audit. Ms. Murrell informed the Board that the annual audit was a clean, unmodified and outstanding audit. Ms. Walker stated that the Finance Committee had reviewed the audit and their recommendation was to accept as presented. All board members approved.

Consideration of Resolution to Transfer Excess Revenue

Dr. Simon presented a recommendation for approval to transfer excess tuition revenue to the plant

fund. It was recommended to transfer \$1,350,850.00 from Funds 10 and 20 to Fund 71. Mr. Poland moved for the approval of the transfer of excess revenue and Ms. Temple seconded the motion. Motion passed unanimously.

Consideration of Purchase of Scoreboard for Shands Gymnasium

Dr. Simon presented a recommendation for the Board to approve the purchase of a new scoreboard for Shands Gymnasium in the amount of \$53,069.00. The college would make the purchase using the BuyBoard Purchasing Cooperative with Nevco. The source of the funds for the purchase was restricted donations. Mr. Stacy made a motion to approve the purchase. Motion was seconded by Ms. Walker and passed unanimously.

Consideration of Bid for Agency Personnel Services

Advertisements were placed in *The Lufkin Daily News* and invitations were sent to vendors to provide agency employment services on an as needed basis. Qualified quotes were received from two vendors (Express Employment and Spherion Staffing Services), and were reviewed by the Vice President of Business Affairs and Director of Human Resources. Dr. Simon recommended awarding a one year contact with an option, at the College's discretion, to extend for four additional, independent, one year terms to both agencies. Motion made by Ms. Temple to accept the recommendation as presented and seconded by Ms. Walker. Motion passed unanimously.

Consideration of Official Calendar 2019-2020 and 2020-2021

Dr. Simon presented the College Calendars for 2019-2020 and 2020-2021 that met the Coordinating Board requirements and reflected compliance. Motion made by Ms. Temple to approve the College Calendars for 2019-2020 and 2020-2021 as presented. Motion seconded by Mr. Stacy and motion carried unanimously.

Review and Approval of Surgical Technology and Pharmacy Technician Programs

Dr. Casparis presented documentation to be sent to the Texas Higher Education Coordinating Board to transition the Surgical Technology Certificate Program to an Associate of Applied Science in Surgical Technology. The Surgical Technology program will not increase the number of students accepted into the program; rather, it is requiring additional general education course requirements to fulfill the A.A.S. degree curriculum.

Dr. Casparis also presented documentation for the Pharmacy Technology Certificate Program to an Associate of Applied Science in Pharmacy Technology. The Pharmacy Technology program will not require additional technical courses. The program will allow students the option of earning a certificate after completing the technical requirements, and earning the A.A.S. degree after fulfilling general education requirements. Motion made by Ms. Temple and seconded by Mr. Poland to approve the transition and passed unanimously.

REVIEW AND CONSENT

Financial Report and Monthly Investment Reports,

Mr. Sullivan presented the Financial Report and Monthly Investment Report to the Board for approval.

Personnel Recommendations

Dr. Casparis presented the following personnel recommendations for approval:

Part-Time Instructors:

Cook, April; Health Careers; effective October 29, 2018

Dunkin, Mack; Psychology; effective November 28, 2018

Part-Time Employees:

Selman, Thomas; Police Academy Instructor; effective November 30, 2018

Resignations/Retirements/Terminations:

Cope, Lea; Part Time Business Office Clerk; effective November 14, 2018

After a review of the financial reports and personnel recommendations, a motion was made by Mr. Stacy and seconded by Mr. Poland to accept the Financial Report, Monthly Investment Report, and Personnel Recommendations as presented. The motion was approved unanimously.

INFORMATION

There were no additional information reports.

COMMITTEE REPORTS

Ms. Walker reported that the Finance Committee had met prior to tonight's board meeting. The committee had reviewed the audit and recommended approval to the board.

REMARKS BY COLLEGE PRESIDENT

There were no additional remarks by Dr. Simon.

REMARKS BY BOARD MEMBERS

There were no additional remarks by the Board.

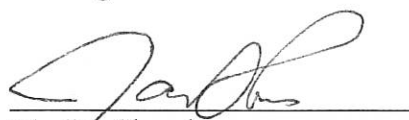
NEXT REGULAR MEETING OF THE BOARD

The next regular meeting of the Board will be Monday, February 11, 2019.

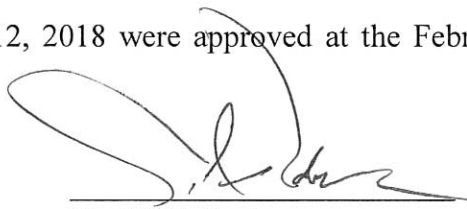
ADJOURNMENT

There being no further business Dr. Roberts adjourned the meeting at 6:30 p.m.

Minutes of the meeting held on December 12, 2018 were approved at the February 18, 2019 meeting.



Mr. Jay Shands
Secretary
Board of Trustees
Angelina College



Dr. Sid Roberts
President
Board of Trustees
Angelina College