



Angelina College

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ORDER OF BUSINESS
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
DECEMBER 14, 2015
5:30 P.M.

- I. CALL TO ORDER
- II. ROLL CALL
- III. INTRODUCTION OF GUESTS
- IV. INVOCATION
- V. COMMENTS TO THE BOARD
- VI. APPROVAL OF MINUTES OF PREVIOUS MEETINGS – November 9, 2015
- VII. ACTION ITEMS
 - A. Presentation of Annual Audit
 - B. Bids and Proposals
 - C. Approval of Series 2004/2005 Bond Refunding – page 1
 - D. Consideration of Modification of Tax Abatement – Pinecrest Energy Center, LLC – pgs 2 - 11
 - E. Consideration of Official Calendar 2016-2017 – pages 12 - 13
- VIII. REVIEW AND CONSENT
 - A. Financial Report – pages 14 - 16
 - B. Monthly Investment Report – pages 17 - 20
 - C. Quarterly Investment Report – pages 21 - 23
 - D. Disbursements - pages 26 - 39
 - E. Personnel – page 40
(Executive Closed Session Provided by Section 551.074 of the Government Code. It is to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.)
- IX. INFORMATION
 - A. Reaffirmation of Accreditation Update
- X. COMMITTEE REPORTS
- XI. REMARKS BY COLLEGE PRESIDENT
- XII. REMARKS BY BOARD MEMBERS
- XIII. NEXT REGULAR MEETING OF THE BOARD – February 8, 2016
- XIV. ADJOURNMENT

Angelina College A Great Place To Start

MINUTES
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
November 9, 2015

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

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

Visitors present were Ms. Stephanie Stevens, reporter for *The Lufkin Daily News*; Mr. Jason Hughes, Senior Vice President of First Southwest; and Mr. David Stua.

Mr. Stacy called the meeting to order at 5:30 p.m. and Dr. Simon gave the invocation.

COMMENTS TO THE BOARD:

Mr. Stua requested to make comments to the Board. Mr. Stua informed the Board that he would like to improve the understanding of the public agenda with a more detailed agenda posted similar to those posted by the City of Lufkin.

Mr. Stacy asked if there were any additions or corrections to the minutes from the previous meeting of the Board. There being no additions or corrections Dr. Kistler made a motion to approve the minutes of the October 12, 2015 regular meeting. Mr. Shands seconded the motion and the motion carried unanimously.

REPORT OF ARCHITECTS AND CONSTRUCTION MANGER

There was nothing to report.

INFORMATION

Annual Community Services Report

Mr. Ditoro presented the annual report for 2014-2015 on the non-credit activities and classes. Mr. Ditoro reported that there was a 13.4% decrease in enrollment and a 3.4% decrease in contact hours from the previous year. However, Adult Basic Education increased 39% during the first full contract year with the Texas Workforce Commission. Through the grant with the Texas Workforce Commission, Angelina College increased its service area for Adult Basic Education from four counties to twelve counties. During the 2014-2015 year, Community Services had training contracts with 11 different entities. Mr. Ditoro gave a report on the profile

of Community Services students with the largest number of students coming from Angelina County. The Small Business Development Center (SBDC) created 106 new jobs with the acquisition of \$17,050,534 in capital for clients to start 17 new businesses. The Angelina College Procurement Assistance Center (ACPAC) provided information and consulting services assisting 171 businesses and industries with prime contract awards of \$7,509,513 which resulted in creating or maintaining 145 jobs for East Texas residents. Mr. Ditoro presented the Fall 2015 initiatives which include a grant from Workforce Solutions for the training of two part-time instructors to teach Manufacturing Skills Standards Council (MSSC) certification which has been requested by local manufacturers. Mr. Ditoro told the Board that Community Services is continuing to explore other ways to increase enrollment by bringing new programs to the community.

Dr. Simon commended the Community Services Division for being focused on serving the needs of the community.

Presentation from FirstSouthwest

Dr. Simon introduced Mr. Jason Hughes with FirstSouthwest who presented information to the Board on available refinancing of outstanding tax bonds which could result in savings to the college. Mr. Hughes informed the Board that no action needed to be taken at this time, but he was just providing the information to them.

Reaffirmation of Accreditation Update and Quality Enhancement Plan (QEP)

Dr. Simon presented an overview of Angelina College's Quality Enhancement Plan. In determining a project that would impact our students, a committee was formed to take the suggestions from faculty, staff and students and information from the data gathered. The committee determined that increased collaboration between Academic Affairs and Student Services should have a substantial impact on student learning outcomes for AC students. The project will be implemented over a 5-year period and are in year 1 with 17 students enrolled. We are starting with Math, but hope to move into other areas.

ACTION ITEMS

Bids and Proposals

There were no bids or proposals presented for approval.

Consideration of Revisions to Board Policy

Dr. Simon presented a proposed revision to policy FLB, Student Conduct and Discipline Program, for consideration. Dr. Simon informed the Board that the members of the Policy Committee had met and reviewed the proposed revision in its entirety. Under the proposed revision, the Office of the Dean of Student Services will administer the Student Conduct and Discipline Program, but the President has the right to step in with his decision to be final. Dr. Simon noted that the student conduct panel will include student representation. Mrs. Temple informed the Board that the Policy Committee was pleased with the changes. Mrs. Temple made a motion to approve the revisions to policy FLB, Student Conduct and Discipline Program, as presented and the motion was seconded by Mr. Poland. After some discussion as to how the policy was disseminated to the students, the motion was approved unanimously.

The Board thanked the Policy Committee for their efforts in reviewing policy FLB in its entirety.

Consideration of Resolution Establishing a Department of Public Safety

Dr. Simon presented a resolution to the Board establishing a department of public safety on campus for approval. Dr. Simon informed the Board that we now have off-duty police officers on campus and we are in the process of certifying our night watchmen. Dr. Kistler made a motion to approve the resolution authorizing the formation of a security department that will employ security guards registered and authorized to perform security guard duties. The motion was seconded by Mrs. Temple. After some discussion, the motion was approved unanimously.

Final Contract Price Approvals – Summer Projects

Mr. Madden presented a recommendation to the Board for approval of the final contract price for the Summer 2015 projects with JE Kingham Construction in the amount of \$789,347. This amount represents a decrease of \$146,042 from the original guaranteed maximum price of \$935,389 because of cost savings and return of unused contingency funds. A motion was made by Mrs. Temple to approve the final contract price of \$789,347 for the Summer 2015 projects. Mr. Shands seconded the motion. The motion was approved unanimously.

REVIEW AND CONSENT

Financial Report, Monthly Investment Report, and Disbursements

Mr. Madden presented the Financial Report, Monthly Investment Report, Quarterly Investment Report and Disbursement Report to the Board for approval. Motion made by Mr. Henderson and seconded by Mr. Poland 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: part-time instructors of Chasity Gauthier as Real Estate instructor, and Jennifer Marshall as a Sonography clinical instructor; part-time employee Allison Perez, Academic Support Services Clerk. He also presented for approval the resignation of Valencia Edner a full-time English instructor, and Cynthia Goode, a full-time Instruction Technology Support Specialist. Mr. Henderson made the motion to accept the personnel recommendations as presented. Mrs. Temple seconded the motion. Motion carried unanimously.

COMMITTEE REPORTS

There were no committee reports presented.

REMARKS BY COLLEGE PRESIDENT

Dr. Simon informed the Board that we will send our board packets to them electronically in December since our mail service has delayed the packets getting to the members.

REMARKS BY BOARD MEMBERS

There were no other remarks by board members.

NEXT REGULAR MEETING OF THE BOARD

The next regular meeting of the Board will be Monday, December 14, 2015 at 5:30pm.

ADJOURNMENT

There being no further business Mr. Stacy adjourned the meeting at 6:32pm.

Minutes approved at this December 14, 2015 meeting.

Dr. Bill Kistler
Secretary
Board of Trustees
Angelina County
Junior College District

Mr. Tim Stacy
President
Board of Trustees
Angelina County
Junior College District