

MINUTES
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
February 13, 2017

The Angelina College Board of Trustees met in the Boardroom 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; Mr. Chris Sullivan, Vice President of Business Affairs; Dr. Cindy Casparis, Vice President of Academic Affairs; Dr. Monica Clark, Coordinator of Quality Enhancement and Innovative Projects; Mrs. Michaelyn Greene, Controller; Mrs. Nancy Reynolds, Coordinator of Communications; Mrs. Winifred Adams, Associate Dean of Health Careers Division; Mrs. Jennifer Ragsdale, Data and Systems Analyst; Mrs. Sellestine Hunt, Associate Dean of Student Support Services; and Mrs. Rebecca Allen, Recording Secretary.

Visitors present were Ms. Stephanie Stevens, reporter for *The Lufkin Daily News*, and Mrs. Libby Stapleton, with *The Pacer*. Mary Loy and two other students from Child and Family were also present.

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 Dr. Kistler made a motion to approve the minutes of the December 12, 2016 regular meeting, seconded by Mr. Stacy and passed unanimously.

ACTION ITEMS

Bids and Proposals

Information Technology Equipment

Advertisements were placed in *The Lufkin Daily News* and quotes were received from eight (8) vendors for the purchase of information technology equipment for various departments and locations within the college. Based on the analysis by the IT Department, Mr. Simon recommended that the bid be awarded to the lowest bidders that satisfied the college's

specifications, in the following amounts: Apple Computers \$15,532.00, DP Solutions \$23,522.00, IT Savy \$14,177.63, CDW-G \$3,968.79, and Connection \$40,742.68 for a total of \$97,943.10. Motion made by Mr. Henderson to approve these technology equipment purchases as set out above. Motion seconded by Mr. Deason and carried unanimously.

Consideration of Tuition Rates for 2017-2018

Dr. Simon presented for approval an increase in the tuition rates beginning with the 2017-2018. An increase in tuition rates is necessary because of enrollment trends and budget expenditures. A tuition increase of \$1 per semester hour for in-district and out-of-district was recommended for the Fall 2017 semester. Dr. Simon also recommended the increase in the general institution services fee of \$7 per semester hour for in-district, and \$16 for out-of-district, out-of-state and international, per semester hour. Also, he recommended the removal of the fifteen semester hour cap on the general institution services fee. A motion made by Mr. Stacy to increase the tuition by \$1 per semester hour for in-district and out-of-district, to increase the general institution services fee of \$7 per semester hour for in-district and \$16 for out-of-district, out-of-state and international per semester hour for the Fall 2017 semester, and removing the 15 semester hour cap on the General Institution Services Fee. After some discussion, concerning the general institution fee, student success points and decline in bookstore receipts Mr. Shands seconded by motion and the motion passed unanimously. Board members pointed out that even with this increase our tuition rates remain very good compared to others in the state.

Dr. Simon also presented for approval the addition of new fees for those students in RNSG 1309, 1327, and 1343 an Examsoft testing fee of \$65.00, and new fee for those students enrolled in RNSG 1205, 1412, VNSG 1423, EMSP 1338, RSPT 1410, SRGT 1405 of \$200.00 to help defray the cost of simulation/lab expenses. Approval was also requested for increases to the TSI Assessment fee to \$35.00, Nursing Specialty Retest fee (formerly called Nursing Subject Retest) to \$45.00, and HESI A2 (formerly called HESI (ADN, VN)) test fee to \$45.00 due to increase in expenses. A motion made by Mr. Shands and seconded by Mrs. Temple for the addition of a fee for Examsoft testing of \$65.00 for RNSG 1309, 1327, and 1343, and a new fee of \$200.00 for RNSG 1205, 1412, VNSG 1423, EMSP 1338, RSPT 1410, and SRGT 1405. The motion also included fee increases for the TSI Assessment to \$35.00, Nursing Specialty Retest fee to \$45.00, and HESI A2 (for Nursing) test fee to \$45.00. Motion passed unanimously.

Consideration of Bid on Property Held in Trust by Linebarger Goggan Blair & Sampson for Delinquent Taxes

Dr. Simon presented a request from Linebarger Goggan Blair & Sampson for acceptance of a bid they received in the amount of \$400.00 from Christopher Faulkner on property held in trust for delinquent taxes. A motion was made by Mr. Henderson to approve the sale of property held in trust by Linebarger Goggan Blair & Sampson to Christopher Faulkner and seconded by Dr. Kistler. Motion carried.

REVIEW AND CONSENT

Financial Report, Monthly Investment Report, and Disbursements

Mr. Sullivan presented the Financial Report, Monthly Investment Report and Disbursement Report to the Board for approval. After reviewing the reports, a motion was made by Dr. Kistler and seconded by Mr. Henderson to accept the Financial Report, Monthly Investment Report and Disbursement Report as presented. The motion was approved unanimously.

Personnel Recommendations

Dr. Casparis presented the following personnel recommendations for approval: Samantha Foreman, part-time Administrative Assistant/Crockett; part-time instructors Cristin Ellison, Respiratory Care clinical, and Stephen Rasmussen, CISCO instructor. Community Services instructors Sarah Byrd/Ropes Facilitator/Lufkin, Jacob Chapman/Police In-Service/Livingston, Brandalyn Harrell/Medication Aide/Livingston, Carrie Meeks and Jalysa Moses CNA/Hudson, and Linda Wright/Fun Bunch Burke Center/Lufkin. Dr. Casparis also announced the resignation of full-time employees of Wanda Gulley as Administrative Assistant/Library, Murlin Graham/Maintenance Mechanic, and Eric Walker/Stage Operations Manager, as well as the retirements of Ivy Collins/Coordinator of Grounds and Transportation, and Edith Miller/English instructor. Mr. Henderson made the motion to accept the personnel recommendations as presented. Mrs. Temple seconded the motion. Motion carried unanimously.

INFORMATION

Preliminary Report on Spring 2017 Enrollment

Dr. Simon reported that the preliminary enrollment for Spring 2017 shows a slight decrease in enrollment of approximately .1% from Spring 2016, and a 1.5% decrease in contact hours. These numbers are preliminary and will probably be revised downward after the official day of record. The internet, hybrid and concurrent courses continue to grow. The preliminary official enrollment for Spring 2017 is 4,835. The Board discussed ways to attract more students. Dr. Simon informed the Board that we would be challenging students to take 15 semester credit hours, if possible and work to capture concurrent students to complete their degree.

SACSCOC Progress Update

Dr. Simon reported that our First Monitoring Report was mailed January 25, 2017. The Special Committee plans to meet with the Board over lunch on March 8th.

COMMITTEE REPORTS

There were no committee reports.

REMARKS BY COLLEGE PRESIDENT

Dr. Simon reported that Texas A & M University School of Architecture students will assist us with a campus master plan. He also announced that our Surgical Technology students received a 100% pass rate and placement in the workforce.

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, March 20, 2017.

ADJOURNMENT

There being no further business Mr. Poland adjourned the meeting at 6:16pm.

Minutes approved at the March 20, 2017 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