

MINUTES  
REGULAR MEETING  
ANGELINA COLLEGE BOARD OF TRUSTEES  
March 20, 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; and Mrs. Rebecca Allen and Mrs. Tracy Neal, Recording Secretaries.

Visitors present were Ms. Stephanie Stevens, reporter for *The Lufkin Daily News*, Lamar Casparis and two students from the Child & Family program.

Mr. Poland called the meeting to order at 5:30pm and Mr. Stacy 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 meetings of the Board. There being no additions or corrections Trey Henderson made a motion to approve the minutes of the February 13, 2017 regular meeting and the minutes of the SACSCOC Board Work Sessions of March 6 and March 8, 2017. The motion was seconded by Jay Shands and passed unanimously.

**ACTION ITEMS**

*Bids and Proposals*

There were no bids or proposals to consider.

*Consideration of Revisions to Board Policies*

Dr. Simon presented revisions to local policies in the Policies and Procedures Manual to the Board for AE – Statement of Mission and Vision, DEB – Compensation and Benefits: Fringe Benefits and CAM – Appropriations and Revenue Sources: Grants, Funds, Donations from Private Sources. A motion was made by Ellen Temple to approve the revisions to local policies in the Policies and Procedures Manual for AE – Statement of Mission and Vision, DEB – Compensation and Benefits: Fringe Benefits and CAM – Appropriations and Revenue Sources: Grants, Funds, Donations from

Private Sources. After some discussion, the motion was seconded by Mr. Deason and approved 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 \$100.00 each from Amanda Anderson on two lots 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 Amanda Anderson and seconded by Dr. Kistler. Motion carried.

*Annual Personnel Plan and Recommendations*

Dr. Simon presented the Annual Personnel Plan and Recommendations which includes new positions as well as administrative staff.

After discussion, it was moved by Mr. Deason, and seconded by Mrs. Temple that the Board adopt the staffing plan for the 2017-2018 academic year and non-renew the employment of instructors and staff not included in the 2017-2018 staffing plan, effective at the end of the 2016-2017 academic year. The Motion passed by a vote of 7 for; 0 against.

**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 Mr. Henderson and seconded by Mr. Shands 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: Tracy Neal, full-time administrative assistant to the President; Deana Jones, part-time administrative assistant in Fine Arts; part-time instructors, Kelan Sanderson-Respiratory Care Clinical instructor, and David Isaac Wilkerson, Pharmacy Tech instructor. Dr. Casparis also announced the retirements of Kay Cummings, Sue Gumm and Gale Vohs. Mr. Stacy made the motion to accept the personnel recommendations as presented. Mrs. Temple seconded the motion. Motion carried unanimously.

**EXECUTIVE SESSION**

At 5:48 pm, 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 6:46pm, Mr. Poland announced the end of the Executive Closed Session and invited the visitors and guests to return to the Boardroom. Mr. Poland announced that no action was taken

in the Executive Session.

*Consideration of Extension of President's Contract*

Mr. Shands made a motion to extend Dr. Simon's employment contract for an additional three years. Mrs. Temple seconded the motion and the motion passed unanimously.

**INFORMATION**

*Report on SACSCOC Visit*

Dr. Simon reported that the SACSCOC visit went well and the committee had no recommendations. The Special Committee's report will be reviewed by the SACSCOC Board in June. The Board thanked everyone for their hard work.

**COMMITTEE REPORTS**

There were no committee reports.

**REMARKS BY COLLEGE PRESIDENT**

Dr. Simon reminded the Board about the two commencement ceremonies on May 13, 2017.

**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, April 10, 2017.

**ADJOURNMENT**

There being no further business Mr. Poland adjourned the meeting at 7:35 pm.

Minutes approved at the April 10, 2017 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

Revisions to Local Policies  
April 10, 2017

It is recommended that revisions be made to the following local policies:

Revised Policies:

AA – District Legal Status and History

AB – District name

BA – Board Legal Status

BBB – Board Elections

EF – Substantive Change

# PROPOSED POLICY

AA (Local)

**DISTRICT LEGAL STATUS & HISTORY****SECTION ONE  
LEGAL STATUS**

- 1.01 The Angelina County Junior College District (hereinafter "College District") is a public county junior college pursuant to Education Code 130.004(a). The College District derives its legal status from the Constitution of the state of Texas (Texas Constitution, Art. VII), and from the Texas Education Code as passed and amended by the Texas Legislature.
- 1.02 All authority not vested in the Texas Higher Education Coordinating Board or the Texas Education Agency by Texas law is reserved and retained locally in the College District or in the Board of Trustees (Education Code 130.002).

**SECTION TWO  
HISTORY**

- 2.01 The Angelina County Junior College District was established by an election held September 24, 1966. The organization of the College District was promulgated and sponsored by the Education Committee of the Angelina County Chamber of Commerce.
- 2.02 At its regular meeting on December 12, 1966, the Board elected Dr. Jack W. Hudgins as the first President of Angelina College. Construction of the original seven building campus started in November of 1967. Angelina College opened its doors to students in the fall of 1968.
- 2.03 Upon the retirement of Dr. Hudgins, in January 1991, the Board elected Dr. Larry Phillips as the second President of Angelina College. During Dr. Phillips' tenure, the College District experienced significant enrollment growth, facility expansion, and opened four off-campus instructional centers in Jasper, Houston, Nacogdoches, and Polk counties. Dr. Phillips' also formed partnerships to host the Small Business Development Center, Procurement Technical Assistance Center, Buckner Family Place, and the Angelina Arts Alliance on the Lufkin campus.
- 2.04 Upon the retirement of Dr. Phillips, on June 1, 2015, the Board elected Dr. Michael J. Simon as the third President of Angelina College.

**AB  
(LOCAL)**

**COLLEGE DISTRICT NAME**

**SECTION ONE  
COLLEGE DISTRICT NAME**

- 1.01 Pursuant to Texas Education Code 130.0051(a), the Board of Trustees of the Angelina County Junior College District adopted a resolution changing the official name of the district to “Angelina College” on April 10, 2017.
- 1.02 The College District shall use the new name in all official actions, communications, and records.

Adopted: \_\_\_\_\_