

MINUTES  
REGULAR MEETING  
ANGELINA COLLEGE BOARD OF TRUSTEES  
March 19, 2018

The Angelina College Board of Trustees met in the Boardroom of Angelina College at 5:30pm. Officers present were Mr. Robert Poland, President, Dr. Sid Roberts, Vice President, Mr. Trey Henderson, Secretary. Members present were Mr. Joe Deason and Mr. Jay Shands.

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. Melissa Goins, Controller; Mr. Steve Capps, Senior Director of Physical Plant; Dr. Stacy Pfluger, Assistant Vice President of Academic Affairs; Ms. Diana Throckmorton, Associate Dean of Language Arts & Education; Mr. Doug Conn, Police Chief; Ms. Nancy Reynolds, Communications Manager; Mr. Kerwin Smith, Environmental Projects Coordinator; Dr. Gary Friery, Associate Dean of Technology & Workforce; Ms. Janice Huffman, Director of Grants & Sponsored Programs; Jeremy Sanches, Instructor Technology & Workforce Division; and Ms. Tracy Neal, Recording Secretary.

Visitors present were Dr. Robert Lindsey, Dr. and Mrs. Troy Allen; Dr. Monica Peters-Clark; and Ms. Grace Juarez with the Lufkin Daily News.

Mr. Poland called the meeting to order at 5:30p.m. and announced, pursuant to Texas Government Code 551.121, two of our board members were participating by telephone. Mr. Deason 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, Dr. Roberts made a motion to approve the minutes of the February 12, 2018, regular meeting. The motion was seconded by Mr. Deason and passed unanimously.

#### **ACTION ITEMS**

##### *Bids and Proposals*

##### *Consideration of Robotic System*

Advertisements were publically issued and venders were provided bid request for a robotic system. One bid was received. Janice Huffman, Director of Grants and Sponsored Programs, reviewed the bid. The purchase will utilize Perkins Grant funds. It was recommended that the Board approve the purchase of one TX90 CS9C Robotic System in the amount of \$65,356.00. Motion made by Dr. Roberts to approve the purchase and seconded by Mr. Deason. Motion carried unanimously.

#### *Consideration of 2018-2019 Tuition and Fees*

Dr. Simon presented for approval an increase in the international student tuition rate and the general services fee beginning with the 2018-2019 year. An increase in fees is necessary to partially offset the decrease in State funding per student contact hour, enrollment trends and budget expenditures.

A tuition increase for international students to \$232 per semester credit hour and a \$4 increase in the In-District, Out-of-District, Non-Resident, and International General Institution Services Fee per semester hour was recommended for the Fall 2018 semester. Mr. Shands reported that the Finance Committee had reviewed the increase and recommended this to the Board. Board members pointed out that even with this increase, Angelina College remains with one of the lowest tuition rates in the state of Texas. After some discussion, a motion made by Mr. Deason and seconded by Mr. Shands passed unanimously.

#### *Annual Personnel Plan and Recommendations*

Dr. Simon presented the Annual Personnel Plan and Recommendations, which included the elimination of six vacant positions and the creation of five new positions.

After discussion, Mr. Henderson made a motion and seconded by Mr. Deason that the Board adopt the personnel plan for the 2018-2019 academic year. The Motion passed unanimously.

#### *Board Evaluations*

Dr. Simon presented the board with an evaluation survey instrument, which the board agreed each trustee would complete for discussion at the April board meeting.

#### *Consideration of Extension of President's Contract*

Dr. Roberts made a motion to extend Dr. Simon's employment contract for an additional one year to 2021. Mr. Deason seconded the motion and the motion passed unanimously.

### **REVIEW AND CONSENT**

#### *Financial Report and Monthly Investment Report*

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

#### *Personnel Recommendations*

Dr. Casparis presented the following personnel recommendations for approval:

Full-Time Employees:

Goins, Melissa; Controller; effective March 1, 2018

Holland, Randall; Police Officer; effective February 13, 2018

Lowery, Kenneth Dale; Police Officer; effective February 13, 2018

Maddux, Jaclyn; Business Office Cashier; effective February 26, 2018

Part-Time Instructors:

Bunge, Carol; Health Careers Instructor; effective February 20, 2018

Vega, Javier; Fine Arts Instructor; effective March 1, 2018

**Part-Time Employees:**

Thomason, DeeDee; ACA Ticket Sales; effective February 21, 2018

Walton, Michelle; Fine Arts House Manager; effective February 26, 2018

**Community Services:**

Dover, Willial Keith; Heavy Equipment Operator Instructor; effective February 5, 2018

Erb, Ashley; Refuse to be a Victim Instructor; effective February 5, 2018

Lankford, Angela; CNA Instructor; effective February 27, 2018

Morehart, Veronica; Instructor; effective February 7, 2018

Tschirhart, Catherine; CNA Instructor; effective February 5, 2018

**Resignations/Retirements/Terminations:**

Baldwin, Billy; Full Time Security; effective February 11, 2018

Bradshaw, Barbara; Part Time Security; effective February 11, 2018

Coleman, William; Full Time Security; effective February 14, 2018

Frederick, Nelda; Adult Education Teacher's Aide; effective February 28, 2018

Hollis, Timothy; Tutor; effective February 9, 2018

Iribarren, Katelyn, Records Clerk; effective February 6, 2018

Jacobo, MaSantos; Custodian; effective February 28, 2018

Khan, Sheharyar; Field Maintenance; effective February 8, 2018

Olin, Delores; Distance Education Proctor; effective February 6, 2018

Randolph, Nina; Distance Education Proctor; effective February 28, 2018

Mr. Henderson made the motion to accept the personnel recommendations as presented. Mr. Deason seconded the motion. Motion carried unanimously.

**EXECUTIVE SESSION**

At 5:55 p.m., Mr. Poland announced the beginning of the Executive Closed Session, provided by Section 551.076 of the Government Code in accordance with the Texas Open Meetings Act. Mr. Sullivan, Vice President of Business Affairs was invited to stay by the Board President, Mr. Poland. All visitors and guests were excused from the Boardroom.

At 6:15 p.m., 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, however the security audit was reviewed.

**INFORMATION**

*Report on Certified Spring 2018 Enrollment*

Dean Hudman reported that the certified enrollment for Spring 2018 included a small decrease in enrollment of approximately 2% from Spring 2017, and a 3% decrease in contact hours. The internet, hybrid and concurrent courses continued to grow. The official enrollment for Spring 2018 was 4,739.

**COMMITTEE REPORTS**

There were no committee reports.

**REMARKS BY COLLEGE PRESIDENT**

Dr. Simon announced that the April board meeting will be in the Technology Workforce Building Room 139.

**REMARKS BY BOARD MEMBERS**

There were no additional remarks by the Board.

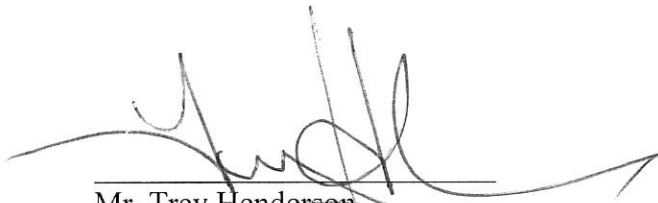
**NEXT REGULAR MEETING OF THE BOARD**

The next regular meeting of the Board will be Monday, April 9, 2018.

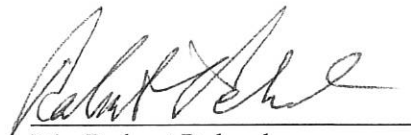
**ADJOURNMENT**

There being no further business Mr. Poland adjourned the meeting at 6:20 p.m.

Minutes of the meeting held on March 19, 2018 were approved at the April 9, 2018 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