



Angelina College

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ORDER OF BUSINESS
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
MARCH 14, 2016
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 MEETING
- VII. ACTION ITEMS
 - A. Bids and Proposals – *bids on IT equipment to consider*
 - B. Certification of Unopposed Candidates
 - C. Order Canceling May Board Election
 - D. Extension of Food Service Contract – *extension for 1 year with William's Catering*
 - E. Annual Personnel Plan and Recommendations – *consideration and Board action, if any, to accept and adopt the staffing plan proposed for the 2016-2017 academic year and non-renew the employment of instructors not included in the staffing plan*
 - F. Expansion of Intercollegiate Athletics Program
- VIII. REVIEW AND CONSENT
 - A. Financial Report
 - B. Monthly Investment Report
 - C. Disbursements
 - D. Personnel Recommendations
(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.)
- X. INFORMATION REPORTS
 - A. Report on Certified Spring 2016 Enrollment
- XI. COMMITTEE REPORTS
- XII. REMARKS BY COLLEGE PRESIDENT
- XIII. REMARKS BY BOARD MEMBERS
- XIV. NEXT REGULAR MEETING OF THE BOARD – April 11, 2016
- XV. ADJOURNMENT

Angelina College... A Great Place To Start

MINUTES
REGULAR MEETING
ANGELINA COLLEGE BOARD OF TRUSTEES
February 8, 2016

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, 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; Mrs. Sue Jones, Director of Financial Aid; Mrs. Sellestine Hunt, Associate Dean of Academic Support Services, Dr. Monica Peters-Clark, Coordinator, Institutional Effectiveness and QEP; 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* and Mrs. Libby Stapleton with *The Pacer*.

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

COMMENTS TO THE BOARD

There were no comments to the Board.

APPROVAL OF MINUTES OF PREVIOUS MEETING

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 Mrs. Temple made a motion to approve the minutes of the December 14, 2015 regular meeting. Mr. Poland seconded the motion and the motion carried unanimously.

INFORMATION

Annual Financial Aid Report for 2014-2015

Mrs. Jones, Director of Financial Aid, presented a brief overview of the status of 2014-2015 Financial Aid. Students were awarded a total of \$12,183,882 in need-based, scholarships and other financial aid for the 2014-2015 year. Mrs. Jones told the Board that 71% of Angelina College students receive some type of financial aid. She noted that funds from Pell Grants in the amount of \$8,645,157 were the main source of financial aid.

Dr. Simon thanked Ms. Jones for the good report and all she and her staff do for Angelina College.

ACTION ITEMS

Bids and Proposals

Information Technology Equipment

Advertisements were placed in The Lufkin Daily News and quotes were received from twelve (12) 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. Madden recommended that the bid be awarded to the lowest bidders that satisfied the college's specifications, in the following amounts: Apple Computers \$7,354.00, DP Solutions \$7,306.83, GovConnection \$6,193.17, IT Savy \$79,496.48, Strictly Technology \$23.78, Troxell Communications \$474.23, VideoTex \$1,176.60, and Y&S Technologies \$32,415.92 for a total of \$134,441.01. Motion made by Mr. Henderson to approve these technology equipment purchases as set out above. Motion seconded by Mrs. Temple and carried unanimously.

Consideration of Amendment to 2016-2017 Calendar

Dr. Simon presented an amendment the College Calendar for 2016-2017 which was previously approved at the December 14, 2015 board meeting. Because of a change in the state testing for the six ISDs in our district, the ISDs have scheduled their Spring Break for the week of March 13th, 2017. Dr. Simon recommended that the dates of the College's Spring Break in the 2016-2017 calendar be changed to the week of March 13th, 2017. Motion made by Mr. Henderson to approve the amendment to the 2016-2017 calendar to begin Spring Break the week of March 13th, 2017. Motion seconded by Mr. Deason and motion carried unanimously.

Consideration of Tuition Rates for 2016-2017

Dr. Simon presented for approval an increase in the tuition rates beginning with the 2016-2017. An increase in tuition rates is necessary because of enrollment trends and budget expenditures. A tuition increase of \$2 per semester hour for in-district, \$3 per semester hour for out-of-district and \$3 per semester hour for out-of-state was recommended for the Fall 2016 semester, as well as the introduction of an international rate of \$210 per semester hour. Dr. Simon also recommended that a differential tuition rate increase of \$50 per credit hour for nursing clinical courses (RNSG – 1462, 1363, 2460, 2363, 1260, 2460, VNSG 1360) and an increase of \$12 per credit hour for welding courses (WLDG 1428, 1457, 2413, 1435, 2406, 2443, 2453). After some discussion, a motion made by Mrs. Temple and seconded by Dr. Kistler to increase the tuition by \$2 per semester hour for in-district, \$3 per semester hour for out-of-district and \$3 per semester hour for out-of-state for Fall 2016 semester, as well as the introduction of an international rate of \$210 per semester hour. The discussion included consideration of factors related to ad valorem taxes and tuition for students residing outside of the District. The motion also included the addition of a differential tuition rate increase of \$50 per credit hour for nursing clinical courses (RNSG – 1462, 1363, 2460, 2363, 1260, 2460, VNSG 1360) and an increase of \$12 per credit hour for welding courses (WLDG 1428, 1457, 2413, 1435, 2406, 2443, 2453). Board members pointed out that even with this increase, Angelina College remains with one of the lowest tuition rates in the state of Texas. Motion passed unanimously.

Order Calling May Board Election

There was discussion on the election for trustees to be held on May 7, 2016 as required by state law. The filing period for the two open positions is January 20th, 2016 through February 19th, 2016. Dr. Bill Kistler and Mr. Tim Stacy have filed for re-election. Motion made by Mr. Henderson to call the May Board election as set out in the Order Calling Election of Trustees. Motion seconded by Mr. Poland. Motion carried unopposed.

Consideration of Tax Abatement Request

Mr. Madden advised the Board that Atkinson Candy Company has requested a 10-year tax abatement, with a declining percentage of abatement the fourth thru tenth year on new value of eligible property improvements. The tax abatement had already been approved by the Lufkin City Council. A motion was made by Mrs. Temple to approve the request for tax abatement of Atkinson Candy Company and seconded by Mr. Deason. Motion carried.

REVIEW AND CONSENT

Financial Report, Monthly Investment Report, and Disbursements

Mr. Madden presented the Financial Report, Monthly Investment Report, and Disbursement Report to the Board for approval. After a review of the reports, a Motion was 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: Kathleen Conn/Technical Calculations, Jose Lazareno/Music, John McGown/Biology, and Demeka Simmons/Student Success; part-time employees, Christi Cromeens/Security and Arlene Queteno/Housekeeping; Community Services employees, Kenneth Bradberry/Ropes Facilitator. He also presented for approval the resignation of Christa Evangelisto/full-time Biology instructor, effective August 19, 2016; and the retirements of Charles Austin/full-time Business Division Lab Tech, effective February 5, 2016, Sally Cain/full-time Developmental English instructor, effective May 14, 2016, Pat Crager/full-time Science and mathematics Division Secretary, effective April 1, 2016, and Barbara Hanak/full-time English instructor, effective August 31, 2016.

At 6:00 p.m., Mr. Stacy 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 6:30 p.m., Mr. Stacy announced the end of the Executive Closed Session and invited the visitors and guests to return to the Board Room. Mr. Stacy announced that no action was taken in the Executive Closed Session.

Mrs. Temple made the motion to accept the personnel recommendations as presented. Mr. Poland seconded the motion. Motion carried unanimously.

Preliminary Report on Spring 2016 Enrollment

Dr. Simon reported that the preliminary enrollment for Spring 2016 shows a slight increase in enrollment of approximately 1% from Spring 2015, and a 1.8% 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 2016 is 4,872. Dr. Simon informed the Board that the College is working on improving retention rates.

COMMITTEE REPORTS

There were no committee reports provided.

REMARKS BY COLLEGE PRESIDENT

Dr. Simon reminded the Board of the media event celebrating the partnership between Angelina College and Texas A & M University scheduled for February 19, 2016 on the Angelina College campus.

REMARKS BY BOARD MEMBERS

There were no additional remarks by the Board members.

NEXT REGULAR MEETING OF THE BOARD

The next regular meeting of the Board will be Monday, March 14, 2016.

ADJOURNMENT

There being no further business Mr. Stacy adjourned the meeting at 6:35pm.

Minutes approved at this March 14, 2016 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