

MINUTES  
REGULAR MEETING  
ANGELINA COLLEGE BOARD OF TRUSTEES  
October 12, 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. Jay Shands and Mr. Joe Deason.

College personnel attending the meeting were Dr. Michael Simon, President; Dr. Patricia McKenzie, Vice President and Dean of Instruction; Mr. Joe Madden, VP of Business Services; Mrs. Michaelyn Greene, Controller; 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 Mr. Poland gave the invocation.

**COMMENTS TO THE BOARD:**

Dr. Simon introduced Ms. Patty Donaldson, PHED Instructor and Physical Education Coordinator, and read a letter to the Board, that he received from the Texas Association for Health, Physical Education, Recreation and Dance (TAHPERD), recognizing Ms. Donaldson for her excellence and leadership in the HPERD profession by awarding her the statewide honor of 2015 College Physical Education Teacher of the Year Award. The Board congratulated Ms. Donaldson on her outstanding achievement.

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 Mr. Poland made a motion to approve the minutes of the September 14, 2015 regular meeting. Dr. Kistler seconded the motion and the motion carried unanimously.

**ACTION ITEMS**

*Bids and Proposals*

There were no bids or proposals presented for approval.

**REVIEW AND CONSENT**

*Financial Report, Monthly Investment Report, Quarterly Investment Report and Disbursements*

Mr. Madden asked if there was any discussion on the financial report, monthly and quarterly investment reports and disbursements. After a brief discussion, Mr. Madden presented the Financial Report, Monthly Investment Report, Quarterly Investment Report and Disbursement Report to the Board for approval. Motion made by Mr. Shands and seconded by Mr. Poland to accept the Financial Report, Monthly Investment Report, Quarterly Investment Report, and Disbursement Report as presented. Motion carried.

### *Personnel Recommendations*

Dr. McKenzie presented the following personnel recommendations for approval: Randall Roberts, full-time Grant Support Specialist for Adult Education; part-time employees Meghan Dupree, HR Secretary; Petrina French, Costumer; and Ann Griffin, Community Services Secretary. She also presented for approval the reassignment of Wayne Dubose to full-time Information Technology Specialist. Dr. Kistler made the motion to accept the personnel recommendations as presented. Mr. Deason seconded the motion. Motion carried unanimously. Dr. McKenzie then presented the annual list of 188 part-time instructors for approval. Mr. Shands made the motion to accept the part-time instructors as presented. Dr. Kistler seconded the motion. Motion carried unanimously.

At 5:45pm, 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 6:12pm, 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.

### **INFORMATION REPORTS**

#### *Report on Fall Enrollment 2015*

Dr. McKenzie reported that there was a 1.4% increase in headcount for Fall 2015, but contact hours decreased 2.8% from Fall 2014. Our internet, hybrid and concurrent students continue to increase. Dr. McKenzie informed the Board that we anticipate a need to add additional faculty in the concurrent area.

#### *Student Demographic Profile – Fall 2015*

Dr. Simon presented the annual report on the profile of college credit students attending AC. He expressed the need for student completion and is working to increase our retention rate.

#### *Update on Reaffirmation of Accreditation*

Dr. McKenzie asked the Board to confirm their availability for Board interviews with the SACSCOC On-Site Committee on November 11, 2015. The documents in the board packets provide information on the review. The On-Site Committee will be looking at compliance published by SACSCOC and will completely review the materials we submitted. She reminded the Board that they are a policy making Board which delegates to the President and his staff. The Committee will visit our off-site centers and our off-site VN programs. On November 12<sup>th</sup> at 8:00am, the Committee will have the exit interview with Dr. Simon.

### **COMMITTEE REPORTS**

There were no committee reports presented.

### **REMARKS BY COLLEGE PRESIDENT**

Dr. Simon distributed a copy of an email that he sent to all faculty and staff concerning campus safety. He informed the Board that steps were being taken to improve safety on campus. We have employed off-duty police officers to be on-campus and have training scheduled for key

employees on an emergency plan. We are also looking at the feasibility of having a police department on campus. We hope to address our centers in the future and will be evaluating them on a case by case basis.

**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, November 9, 2015 at 5:30pm.

**ADJOURNMENT**

There being no further business Mr. Stacy adjourned the meeting at 6:50pm.

Minutes approved at this November 9, 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