

**MINUTES**  
**REGULAR MEETING**  
**ANGELINA COLLEGE BOARD OF TRUSTEES**  
**April 17, 2023**

The Angelina College Board of Trustees met in the Administration Board Room of Angelina College. Officers present were Ms. Lynne Haney, President and Dr. Robert M. Lindsey, Vice-President. Members present were Ms. Hilary Haglund-Walker, Mr. Gilbert (Joey) Garza, Mr. Malcolm Deason and Dr. Sid Roberts.

College personnel attending the meeting were Dr. Michael Simon, President; Mr. Chris Sullivan, Vice President of Business Affairs and In-House Council; Ms. Diana Throckmorton, Dean of Arts & Education; Ms. Janice Huffman, Director of Grants & Sponsored Programs; Mr. Calvin Rowland, Administrative Assistant Science and Mathematics; Ms. Dee Ellis, Advancement Officer; Ms. Jennifer Ragsdale, Senior Director of Information Technology; Mr. Doug Conn, Police Chief; Mr. Steve Capps, Senior Director of Physical Plant Operations; Dr. Catherine Aguilar-Morgan, Dean of Science and Mathematics; Ms. Stefanie Vaughn, Surgical Tech Program Director; Ms. Donta Davis, Surgical Tech Instructor; Ms. Winifred Adams, Dean of Health Careers; Dr. Andrea Barrett, Dean of E-Learning; and Leigh Ann Pyle, Manager of President's Office and recording secretary.

Invited visitors were: Mr. James Guest, Janet Freeman, and Ashley Rains with Linebarger Goggan Blair

Visitor present was: Dr. Monica Peters Clark.

Ms. Haney called the meeting to order at 5:38 p.m.

**COMMENTS TO THE BOARD**

There were no comments to the board.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

Ms. Haney asked if there were any additions or corrections to the minutes from the previous meeting of the Board on February 20, 2023. There being no corrections under terms and no other additions, Ms. Haglund-Walker made a motion to approve the minutes of the February 20, 2023 regular board meeting. Dr. Lindsey seconded the motion and the motion carried unanimously.

**ACTION ITEMS**

*Consideration of Personnel Plan and Recommendations*

Dr. Simon presented the Annual Personnel Plan and Recommendations, which included 31 total new positions and 26 total eliminated positions, net of +5 positions.

After discussion, Dr. Lindsey made a motion that the Board adopt the personnel plan for the 2023-2024 academic year. Dr. Roberts seconded the motion and the motion passed unanimously.

*Consideration of Board Goals to Formally Adopt*

Dr. Simon went over the following board goals:

1. The Board of Trustees will create a presidential succession plan.
2. All board members will complete in-depth training in accordance with state regulations.

The Trustees agreed these were the goals discussed and all were in agreement to formally adopt.

Dr. Roberts made a motion to approve the board goals. A second was made by Mr. Garza and the motion passed unanimously.

*Consideration of Resolution of Support for the Texas Commission on Community College Finance Recommendations*

After much discussion it was decided by the trustees to table this agenda item until more information was available.

A motion was made by Dr. Roberts to table the Resolution of Support for the Texas Commission on Community College Finance. A second was made by Dr. Lindsey, the motion passed unanimously.

*Consideration and Board Action to Adopt a Formal Resolution to Express Intent of the College to Participate in the Economic Development Program and to Provide Incentives in the Form of Tax Abatement to Qualifying Businesses*

Dr. Simon stated that at this time, the Board is participating in the EDP and to grant tax abatements to qualifying businesses.

The Trustee's discussed how they will continue to grant or deny a tax abatement after reviewing the business entity's qualifications.

A motion was made by Mr. Deason to approve the continued participation in the EDP program. The motion was seconded by Ms. Haglund-Walker, and the motion passed unanimously.

*Consideration of Student Fee Requests*

Dr. Simon presented how the School of Health Careers is requesting adding the Uniform fees and Skills Kit fees to the clinical courses for all of the School of Health Careers programs. This will help students because financial aid could then cover the fees.

A motion was made by Dr. Roberts to approve the student fee requests for Health Careers. A second was made by Mr. Garza, the motion passed unanimously.

*Consideration of Surgical Technology Preceptor Tuition Waiver*

The Surgical Technology Program proposes to provide an incentive for Surgical Technology Certificate of Completion graduates to earn their Associate of Applied Science Degree in Surgical Technology by offering a tuition waiver. There is an estimated twenty certificate graduates that could qualify for this tuition waiver. The total, for all waivers, will not exceed \$35,000. This tuition waiver will be available for the next five academic years.

The criteria to receive this waiver are as follows:

1. Angelina College Surgical Technology Certificate of Completion graduate

2. Current CST credential
3. Current student preceptor

A motion was made by Dr. Roberts to approve the Surgical Technology Preceptor Tuition Waiver. A second was made by Ms. Haglund-Walker, the motion passed unanimously.

#### *Consideration of Bids and Proposals*

**Security Services** – Advertisements were publically issued and vendors were provided bid requests for Contracted Security Services. Three bids were received. The bids were reviewed by the College and the Chief of Police, Doug Conn. It is recommended that the contract be awarded to Centurion Security. The contract will be for 5-years.

Dr. Roberts made a motion to approve the bid from Centurion Security. Dr. Lindsey seconded the motion and the motion passed unamiously.

**Computer Purchase** - Advertisements were publically issued and vendors were provided bid requests for replacement computers. The College requested bids for 125 desktop computers and monitors. These computers will allow the College to stay current with its yearly computer refreshment plan. One bid was received. The bids were reviewed by Jennifer Ragsdale, Senior Director of Information Technology. It is recommended that the Board approve the bid from Troxel.

Mr. Garza made a motion to approve the bid from Troxell. Ms. Haglund-Walker seconded the motion and the motion passed unamiously.

#### **Hudgins Hall/SBS/Liberal Arts Renovation**

Advertisements were publicly issued, and vendors were provided bid requests for the SBS, Liberal Arts and Hudgins Hall Renovation. Two bids were received. The bids were reviewed by the College. It is recommended that the project be awarded to Langston Construction. This purchase will utilize college reserve/plant funds.

A motion was made by Ms. Haglund-Walker to approve the bid from Langston Construction. Dr. Roberts seconded the motion and the motion passed unamiously.

#### **Science & Math Roof**

Advertisements were publicly issued, and vendors were provided bid requests for the Science and Math Roof Replacement. Four bids were received. The bids were reviewed by the College. It is recommended that the project be awarded to Bonner Roofing. This purchase will utilize college reserve/plant funds.

Dr. Lindsey made a motion to approve the bid from Bonner Roofing. Dr. Roberts seconded the motion and the motion passed unamiously.

## **REVIEW AND CONSENT**

### *Financial Report*

Mr. Chris Sullivan presented the financials for the college as of February 28, 2023. Mr. Sullivan reported the college is doing better than last year in total revenue. The college is also trending consistent with budgeted expenses.

#### *Monthly Investment Report*

Mr. Chris Sullivan presented the Monthly Investment Report to the Board for approval. Mr. Sullivan stated the College was in good standing and we are up in our net position from LY. Mr. Sullivan also announced John Friesen with RBC confirmed his invitation to present at the June 19<sup>th</sup>, 2023 Board meeting.

#### *Personnel Recommendations*

The following personnel recommendations were made to the Board by Dr. Tim Ditoro for approval:

#### **New Hires:**

None

#### **Terms:**

Mark Weber – Residence Life Specialist - 02/23/2023

Cynthia Casparis – Vice President of Academic Affairs - 03/10/2023

Nataki Stewart – Soccer Coach – 03/10/2023

Terri Burton – Administrative Assistant Grants & Sponsored Programs – 03/31/2023

#### **FULL-TIME INSTRUCTORS/EMPLOYEES**

After some discussion and a review of the reports, a motion was made by Dr. Roberts and seconded by Dr. Lindsey to accept the Financial Report, Monthly Investment Report, and Personnel Recommendations as presented. The motion passed unanimously.

#### **EXECUTIVE SESSION**

At 6:37 p.m., Ms. Haney 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.

At 6:52 p.m., Ms. Haney announced the end of the Executive Closed Session.

No decisions were made.

#### **INFORMATION REPORTS**

Dr. Simon informed the trustees they would all be receiving the new cybersecurity training from our IT department. Dr. Simon asked when the training was completed to please email Leigh Ann Pyle the certificate for our records.

Mr. Chris Sullivan presented the Financial Condition Analysis of Texas Public Community College Districts. This report is put out by the Texas Higher Education coordinating board. Mr. Sullivan showed where Angelina College is in good standing.

Student Affairs – Dana Smithhart and Daisy Brumlee.

Ms. Brumlee presented the following highlights from Student Affairs:

- Roadrunner Market – Served 104 new students in the Fall of 2022 and 81 new students to date in the Spring of 2023.
- Emergency Aid – Fall of 2022 there were 19 students served totaling \$6,509.94 and in the Spring of 2023 to date are 12 students totaling \$4,841.25.
- AC Perks – Fall of 2022 there were 19 students served totaling \$6,194.94 and Spring of 2023 to date there were 30 served totaling \$5,301.76.
- Clothing Vouchers – Spring of 2023 eight students have been served. Mostly for interviewing attire.
- Disability Services – Fall of 2022 there were 76 students served and in the Spring of 2023 to date there have been 51 students served.
- Housing Programming – AC provides housing to 104 students
- International Student Services – Angelina College currently has 48 international students.
- Student Government Association – The SGA attended the 2023 Community College Day at the Capital. Currently there are 12 members.
- Student Organizations – Currently there are six organizations active on campus.
- Event Calendar for Fine Arts, Student Affairs, and Athletics

Advancement Officer

Ms. Dee Ellis gave a report of the Advancement Office and highlighted the following:

- 2023 Foundation Officers are Dr. Tim Ditoro, President; Dr. Roberts Lindsey, Vice President; and Mr. Chris Sullivan, Treasurer.
- Events – Dinner at the Diamond is scheduled for September 30, 2023. This year the entertainer is Sundance Head who performed on Season 11 of the Voice.
- Development:
  - Thanksgiving Card – total for 2022 was \$4,855.00, which was an increase of LY.
  - East Texas Giving Day – mailed out pledge card on April 14<sup>th</sup>
  - New Options/Initiatives – Hudgins Hall lighting/approx. \$100k needed.
  - Roadrunner Travel Club – October 18<sup>th</sup> through 28<sup>th</sup> to Italy – 16 travelers at this time. Angelina College receives 10% of the total fee for all travelers.

Annual Report from Linebarger Goggan and Blair – Mr. James Guest presenting Mr. James Guest with Linebarger presented the Tax Resolution and Delinquent Tax Collection Report for dates of September 2021 through March 2023. Mr. Guest also introduced his staff partners, Janet Freeman and Ashley Raines to the trustees.

Mr. Guest explained how all of the property tax sales were now conducted online. Anyone is able to sign up to participate in the sales.

## **COMMITTEE REPORTS**

There were no committee reports.

### **REMARKS BY COLLEGE PRESIDENT**

Dr. Simon reported how Angelina College sent our current Pathways team to the Pathways Conference in Dallas. The college will be moving forward with creating and implementing a pathways plan. Dana Smithhart is this year's lead staff.

Dr. Simon shared a powerpoint presentation on the following:

- AC Mission, Aligned Student Outcomes, AC Reforms
- AC Leading the Way Conference
- 2023 Commencement Ceremonies
- Library Renovation
- Title V Grant Update

### **REMARKS BY BOARD MEMBERS**

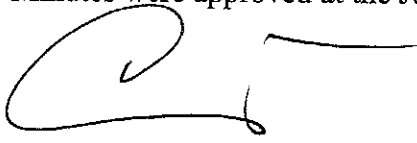
There were no remarks by Board members.

Next regular board meeting scheduled for June 19, 2023

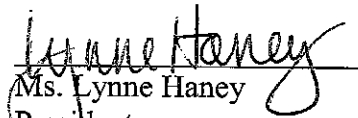
### **ADJOURNMENT**

There being no further business, Ms. Haney adjourned the meeting at 7:12 p.m.

Minutes were approved at the June 19, 2023 regular board meeting.



Mr. Curt Fenley  
Secretary  
Board of Trustees  
Angelina College



Ms. Lynne Haney  
President  
Board of Trustees  
Angelina College