

**MINUTES**  
**REGULAR MEETING**  
**ANGELINA COLLEGE BOARD OF TRUSTEES**  
**June 20, 2023**

The Angelina College Board of Trustees met in the Administration Board Room of Angelina College. Officers present were Ms. Lynne Haney, President and Mr. Curt Fenley, Secretary. 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; Dr. Tim Ditoro, Vice President of Academic Affairs; Ms. Dee Ellis, Advancement Officer; Dr. Catherine Aguilar-Morgan, Dean of Science and Mathematics; Mr. Jeremy Montgomery, Athletic Director; Ms. Krista Brown, Associate Vice President of Student Services; Ms. Joy Medford, Executive Director of Institutional Effectiveness; Ms. Sandra Lamont, Executive Administrative Assistant to Academic Affairs; and Leigh Ann Pyle, Manager of President's Office and recording secretary.

Invited visitors were: Mr. Phillip Friesen, Mr. John Friesen, Mr. Greg Bowman and Mr. Josh Zeleskey all representing RBC Wealth Management.

Ms. Haney called the meeting to order at 5:04 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 April 17, 2023. There being no corrections under terms and no other additions, Dr. Sid Roberts made a motion to approve the minutes of the April 17, 2023 regular board meeting. Ms. Hilary Haglund-Walker seconded the motion and the motion carried unanimously.

**ACTION ITEMS**

*Consideration of Annual Appointment of Investment Broker*

As required by section 2256.025 of the Government Code, Mr. Sullivan recommended that the Board adopt RBC Wealth Management as the qualified broker authorized to engage in investment transactions with the College.

Dr. Roberts made a motion to approve the adoption of RBC Wealth Management as the College's qualified broker, seconded by Mr. Fenley. The motion passed unanimously.

*Annual Review and Adoption of Investment Policy*

As required by section 2256.005 of the Government Code, Mr. Sullivan recommended that the Board adopt the College's investment policies CAK and CAM. There were no recommended changes to the current versions of the College's policies.

The Trustee's discussed how they would like to see if there are other opportunities and/or recommendations that RBC could present to the board once or twice a year. A possible special meeting may be held in the month of July.

Dr. Roberts made a motion to adopt the College's investment policies, CAK: Appropriations and Revenue Sources (Investments-Endowment Funds) and CAM: Appropriations and Revenue Sources (Investments). Mr. Deason seconded the motion and the motion passed unanimously.

*Consideration of Recommendation for Tuition and General Services Fee Rates*

Based on analysis of enrollment trends and budget expenditures, we recommend the following for the 2023-2024 fiscal year:

**Tuition**

No increase to the In-District, Out-of-District, or Non-Resident tuition rates

**General Institution Services Fee Increase**

No increase to the In-District, Out-of-District, or Non-Resident fee rates

**International Tuition Rate**

Based on an analysis of the anticipated full cost of tuition without State and Local funding, we recommend the tuition rate for international students remains unchanged, \$232 per semester hour.

A motion was made by Ms. Hilary Haglund-Walker to approve the recommendations for tuition and general service fees. A second was made by Mr. Joey Garza, 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 Annual Adoption of WCE Tuition and Fee Schedule*

As mandated by Texas Education code, Dr. Ditoro presented the schedule of Continuing Education courses for annual approval. The tuition and fee amounts presented for approval were the regular customary charges assessed by the College and did not represent a new, changed or increased amount unless specified on the list. Also presented were continuing education courses offered by the College that are not reimbursed by the State. While the State does not require by law that the Board establish or approve charges for non-reimbursable courses, certain guidelines of the Southern Association of Colleges and Schools suggest that it is in the best interest of the College to do so.

After some discussion, Dr. Roberts made a motion to adopt the Workforce & Continuing Education Tuition and Fee Schedule. The motion was seconded by Ms. Hillary Haglund-Walker and passed unanimously.

*Consideration of Board Action to Approve Tax Abatement Agreement for STI*

Trustees reviewed a tax abatement agreement with STI, noting that the organization is committing to a \$4.6 million investment and employment of no less than 55 full time employees with an average wage of \$60,000 annually.

After some discussion and a review of the terms, Dr. Roberts made a motion to approve the tax abatement agreement between Angelina College and STI. The motion was seconded by Mr. Deason and passed unanimously.

*Consideration of Board Officer Election*

Dr. Simon shared a handout with the trustees showing Positions 3 and 4 would run in the 2024 Election. Position 3 is Mr. Malcolm Deason and Position 4 is Gilbert (Joey) Garza.

The Trustees also discussed how they like the rotation model used now for board members.

Ms. Lynn Haney will continue her Presidency through July 31, 2023. Dr. Lindsey will become the new President on August 1, 2023 and will be presiding at the August 21<sup>st</sup> regular scheduled board meeting. The Vice President will be Mr. Curt Fenley and Secretary to be Mr. Malcolm Deason.

After this discussion, Mr. Garza made a motion to approve the rotation model and timing of new officers. Ms. Hilary Haglund-Walker seconded the motion and the motion passed unanimously.

## **REVIEW AND CONSENT**

*Financial Report*

Mr. Chris Sullivan presented the financials for the college as of April 30, 2023. Mr. Sullivan reported the college is doing better than last year in total revenue. Student Affairs did a great job with keeping dorms fully occupied. 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 in a strong net position from LY.

*Personnel Recommendations*

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

**New Hires:**

Heather Kartye – Manager-Nonprofit Leadership Center – Interim – 04/12/2023

Deidra Leach – Specialist Human Resources – 04/17/2023

Martin Melchor – Head Men’s Soccer Coach – 04/25/2023

Heather Doss – Grant Accountant – 05/01/2023  
Cassandra Gerard – Manager of Enrollment – 05/01/2023  
Mary Larsen – Network Administration Curriculum Developer – 05/09/2023  
Clara Potts – Testing Clerk – 05/11/2023  
Orlando Cervantes – Head Women’s Coach – 05/17/2023  
Vladimir Chaynikov – Data Analyst – 06/01/2023  
Eric Colbert – Assistant Men’s Basketball Coach – 06/12/2023

**Terms:**

Jose Heredia – Special Asst to the President-Diversity & Inclusion – 04/21/2023  
Lauren Stacy – Manager of Athletic Operations – 04/27/23  
Daniel May – Systems Administrator – 04/28/2023  
Rhiannon Munoz – Coordinator of Student Accounts – 04/28/2021  
Paul Murillo – Assistant Men’s & Women’s Soccer Coach – 04/30/2023  
Sabrina Collins – Speech Instructor – 05/31/2023  
Ra’Kim Hollis – Assistant Men’s Basketball Coach – 05/31/2023  
Brandy Pipes – Manager of Events and Official Publications – 05/31/2023  
Agnes Estraza – Nursing Instructor – 06/01/2023  
Corey Sanders – Assistant Women’s Basketball Coach – 06/01/2023

**FULL-TIME INSTRUCTORS/EMPLOYEES**

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

**EXECUTIVE SESSION**

At 6:18 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 7:10 p.m., Ms. Haney announced the end of the Executive Closed Session.

No decisions were made.

**INFORMATION REPORTS**

**RBC Wealth Management**

Phillip Friesen with RBC Wealth Management introduced the representatives John Friesen, Greg Bowman, and Josh Zeleskey.

John Friesen presented to the trustees Angelina College Endowment Funds Report. The report included a Market Update, Investment Performance, Historic Returns on the Target Allocation and Projected Returns of Target Allocation.

Mr. Friesen also went over the Portfolio Review. The Portfolio Review included the following reports:

- Portfolio Overview
- Performance Summary
- Accounts Summary
- Projected Income Summary
- Asset Allocation
- Projected Income by Month
- Investment Income Summary by Month
- Unrealized Gains & Losses – Consolidated Tax Lots
- Disclosures

At the end of the presentation Mr. Frieson and his team answered questions from the board.

### **Institutional Effectiveness**

Joy Medford gave the annual report for Institutional Effectiveness.

The office of Institutional Effectiveness at Angelina College began operations in March 2022. The office oversees accreditation, assessment, process improvement, official publications, and special projects assigned by the President.

The mission of the Angelina College Office of Institutional Effectiveness is to facilitate the College's success through improvement, compliance, and efficiency.

The Office of Institutional Effectiveness has four staff partners. They are Joy Medford, Executive Director; Vladimir Chaynikov, Data Analyst; Chelsea Dickens, Coordinator; and Elizabeth Quintanilla, Coordinator.

#### **Accomplishments and On-Going Projects:**

- Core assessment process
- Academic program review process
- Streamlined institutional (non-academic) assessment
- Centralized Scheduling
- Policy and Procedure Manual
- Accreditation
- Pathways
- Catalog
- Survey regulation
- Data
- Student needs assessment survey
- Adult Education and Literacy

At the end of the presentation Ms. Medford answered questions from the board.

**COMMITTEE REPORTS**

There were no committee reports.

**REMARKS BY COLLEGE PRESIDENT**

Dr. Simon presented to the trustees the “Overview of Performance Tier Funding for FY24”. Dr. Simon created a handout which included the funding formula.

Performance Funding = Sum of (weighted outcome completions \* outcome funding rates) = approximately 90% of CC State Funding

Weighted Outcome Completions is the sum of the outcome count and the weigh count.

Dr. Simon also presented to the Trustees the “Overview of Base Tier Funding for FY24”. The handout Dr. Simon created included the funding formula.

Basic Tier Funding = greater of (I&O funding minus local share revenue) or (zero) approximately 10% of CC State Funding

**REMARKS BY BOARD MEMBERS**

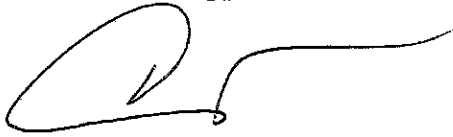
There were no remarks by Board members.

Next regular board meeting scheduled for August 21, 2023

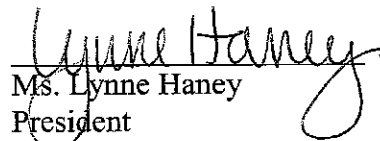
**ADJOURNMENT**

There being no further business, Ms. Haney adjourned the meeting at 7:20 p.m.

Minutes were approved at the August 21, 2023 regular board meeting.



Mr. Curt Fenley  
Secretary  
Board of Trustees  
Angelina College



Ms. Lynne Haney  
President  
Board of Trustees  
Angelina College