Cisco College Board of Regents  
Regular Board Meeting  
April 11, 2016

The Cisco College Board of Regents met Monday, April 11, 2016, in a regularly scheduled meeting at 7:00 p.m. The meeting took place in the Board Room of the Regents’ House on the college main campus in Cisco, Texas. Officers in attendance were President Brad Kimbrough and Vice-President Ronnie Ledbetter. Also present were members Sarah Adams, Jerry Conring, Joe Jarvis, Staci Wilks, Ricky J. Whatley and Charles Humphries. Board Secretary Allen Masters was the only absence. College administrators present were Roger C. Schusterelit, Interim President; Dr. Jerry Dodson, Vice President for Student Services; Dr. Carol Dupree, Provost-AEC and Vice President of Instruction; Chief Financial Officer and Dean of Business Services, Audra Taylor; Olin Odom, Dean of Enrollment Services; and Joe Carter, Vice President of Research, Marketing, and External Relations. Sydni Rabb, recording secretary, was present.

Guests present at the meeting included Debra Slaton, Professor of Developmental Education; Kelly Meyer, Professor of Allied Health; Jerry Clemons, Professor of Mathematics and Division Chair of Math and Sciences; John Caraway, Professor of History; Ashley Simpson, Professor of Developmental English and Reading; Jessica Morrow, Instructor of DE Math Lab; Kimberly Torres, Professor of English; and Wanda Moody, Professor of DE English and Reading. Faculty Senate President and Women’s Volleyball Coach, Susan Moore, arrived later in the meeting due to a church event. Cisco citizen, Stephen Forester, was also present.

Regent Ricky Whatley offered an invocation.

President Brad Kimbrough called the meeting to order at 7:00 p.m.

President Kimbrough asked for corrections or additions to the minutes of the regular meeting of March 14, 2016 and the called meetings of March 15, 21, 28, and 29. There were none voiced and he declared the minutes approved as presented.

Dean of Business Services and CFO, Audra Taylor, gave the financial update. She stated that the handout she passed out contains the report for the period ended March 31, 2016. The first page shows the Cash/Investment totals followed by the Revenues on the 2nd page. In summary, the surplus is down from last year, at $1.4 million now compared to $2 million from last year.

Ms. Taylor continued and noted the report handout listing the largest 10 checks written by the College during the past month of March, 2016. A few included are a check to Great Western Dining Services, for 4 weeks of food services in the amount of $73,273.12; Constellation Newenergy Inc. for electricity; Xerox Corporation for the Xerox contract; City of Abilene for February security at the Abilene Campus; and a few checks written to Atmos Energy for February and March gas bills.

Interim President, Dr. Roger Schusterelit, gave the fundraising report since the last board meeting held March 14, 2016. A total of $10,246.13 was received, this included $25 from the Cisco College Faculty and Staff; $2,163.25 from Alumni and Friends; $500 from Company/CC Partner Scholarships; and $1,532.88 from Athletic Fund Raisers. A total of $8,025 was received for the Food Bank “Food for Thought,” from the AVJ Foundation and citizen’s Don Koch and Pete Hinman.

Vice President for Student Services, Dr. Jerry Dodson, gave the enrollment update. He stated that the handout he passed out to the board contained the enrollment data from Spring 2016 back to Spring 2009.
Dr. Dodson discussed the decreases and increases in enrollment over these last years. Some Board Members had some questions about how the data is set up on the handout. Dr. Dodson and Olin Odom explained to the board how the data was set up and how it was calculated.

Board President, Brad Kimbrough, read a section of the College Policy Manual regarding Citizens Addressing the Board of Regents. He then went on and introduced citizen, Ashely Simpson, to the board.

Ms. Ashley Simpson, started her presentation off with letting the board know that she is a recent contract-non-renewal and thanked the board for letting her speak tonight at the meeting. Ms. Simpson went on and gave a brief introduction of her life and her time here at Cisco College. She went on to say during the middle of March, Dr. Schustereit spoke with her and informed her that her contract will not be renewed for the following 2016-2017 college year. Ms. Simpson read the Duties and Responsibilities of a Faculty Member from the College Policy Manual and stated she is having difficulty understanding how she does not fall under these credentials. She ended her remarks with how she has loved working for Cisco College for the past 4 semesters and has enjoyed her students. The board thanked her for her presentation.

CFO and Dean of Business Services, Audra Taylor, gave a Quarterly Investment Summary for the period ending February 29, 2016. The top sheet of the report indicates the College's investments; all other pages are broken out by individual fund. Cisco College's current investment strategy is to protect the College's investments and preserve liquidity. There were 3 new CD's added this quarter, 2 from First B & T Co and one from Southwest Bank. Dean Taylor stated that investments, according to the Public Policy Investment Act, must be made with a financial institution whose home offices or main bank is located within the state of Texas. She continued that the best rate of return is through Southwest Bank and it is comparable to rates of other Texas institutions with whom she made contact.

Interim President Dr. Roger Schustereit moved on and reminded Regents that during the month of April, the recommendation for renewal of Faculty Contracts is brought before the board. Board members were given a projected budget timeline during the February board meeting and the process for eventual adoption of the budget includes the recommendation and approval of the faculty contracts. Regent Ricky Whately moved and Regent Charlie Humphries seconded to approve the contact renewals as presented. Motion carried 7 – 0, with Regent Masters absent.

Dr. Schustereit reminded regents that Election Day is May 7 and the regular meeting of the Regents is scheduled for May 9. However, the dates scheduled by the Secretary of the State's Office for the official canvassing of votes are May 10 through May 18. The board has the option of meeting on the regular date and calling a special meeting to canvass the votes, or officially moving the meeting to another date and completing the canvass at a regular meeting. After brief discussion, the suggestion was made to hold the canvass duties and the regular meeting of the Regents at the same time. Therefore, Regents Ronnie Ledbetter moved and Joe Jarvis seconded to move the meeting of the Board of Regents to May 16, at which time the votes will be canvassed as an agenda item. Motion carried 7 – 0, with Regents Masters absent.

There is a handout in the board packet with a recommendation to increase tuition for the 2016-2017 college year. The handout contained three different options to increase tuition. Option 1 will put a $5 increase on the Cisco Campus and a $10 increase on the Abilene Campus, effective Fall 2016. Interim President Dr. Roger Schustereit stated that the increase will make out-of-district classes in Cisco $128 per semester credit hour and out-of-district classes in Abilene and online classes $148 per semester credit hour. Dual credit courses will remain $204 per course. Joe Carter, Vice President of R.E.M. passed out charts to the board members regarding Tuition and Fees. There was then a lengthy discussion concerning different situations concerning the graphs between the board members. After the discussion
and all questions were answered, the board agreed on Option 1. Regents Joe Jarvis moved and Sarah Adams seconded, respectively, to approve option 1 the $5 increase to Cisco and $10 increase to Abilene as presented. Motion carried 7 – 0, with Regent Masters absent.

Moving to the next item of business, President Kimbrough stated that an executive session was necessary and the board would enter into Closed Meeting at 7:41 p.m. on April 11, 2016, as provided by Secs. 551-071 through 551-076 of the Texas Government Code, specifically 551.074, Discussion of Personal Matters.

At 8:06 p.m. the Board of Regents of Cisco College returned to Open Meeting on April 11, 2016. President Kimbrough announced no decisions were made and no votes were taken while in Closed Session.

Regent Sarah Adams thanked citizen, Ashley Simpson, for her comments regarding Cisco College. She stated that the Board appreciates her service to the college over the past few years. Regent Adams informed Ms. Simpson that she will be receiving a letter from Dr. Schuster later in the week.

Interim President, Dr. Roger Schuster, stated that there had been one retirement announced, Floyd Hatcher, Professor of Art. There were no other personnel matters, or employment approvals presented to the board. Regent Ladbetter moved and Regent Jarvis seconded to accept the retirement of Floyd Hatcher. Motion carried unanimously, 7 – 0, with Regent Masters absent.

Faculty Senate President and representative to the board meetings, Coach Susan Moore, reported that the committee is starting to get ready for the new school year and will have news and updates for the May meeting. Regent Jerry Conring asked what exactly the Faculty Senate Committee is and what it does for the college. Coach Moore replied to question informing the board members that it is an open line of communication between faculty and the administration.

Under Remarks by the Interim President, Dr. Roger Schuster, informed the board of events that will be taking place between now and the May board meeting. (1) Graduation is May 6 at 7:00 p.m., board members will need arrived at 6:30 p.m. Also he will not be attending. (2) Instead, the President Elect, Dr. Thad Anglin, will be coming and participating in the Commencement exercises. (3) He informed the board that Sydni Rabb, Executive Assistant, will be emailing with information concerning the Graduation and Certificate Ceremony.

There were no Remarks by the Board Members.

The next board meeting is May 16, 2016.

President Kimbrough entertained a motion to adjourn. Regents Humphries and Jarvis obliged with a motion and second, respectively. Motion carried.

Meeting adjourned at 8:17 p.m.

Minutes presented and approved the 16th day of May, 2016 at a regularly scheduled meeting of the Cisco College Board of Regents.

Allen Masters, Secretary
Board of Regents
Cisco College

Brad Kimbrough, President
Board of Regents
Cisco College