The Cisco College Board of Regents met Monday, November 9, 2015, in the last regularly scheduled meeting for the college year, 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. Board members who were present included Sarah Adams, Jerry Conrings (who had expected to be absent, but was able to attend, though arrived later in the meeting), Allen Masters, Joe Jarvis, Ricky J. Whatley and Charles Humphries. College administrators present were Bobby Smith, President; Dr. Carol Dupree – Provost, Abilene Educational Center; Dr. Jerry Dodson, Vice President for Student Services; Vice President of Instruction, Randall Golson and Audra Taylor, Chief Financial Officer and Dean of Business Services. Elaine F Lee, recording secretary, was present.

Guests at the meeting included Dr. Roger Schustereit, proposed Interim President Elect; Faculty Senate President and Women's Volleyball Coach, Susan Moore; Ryan Johnson, AD and Dean of Student Services; Division Chairs/Professors Debbie Barton, Jerry Clemons, and Debra Slaton. Shae White, Student Services Assistant/Recruiting Director and Diane Carlile, Student Activities Director and oftentimes the campus photographer. Also present were Cisco citizens, Staci Wilks, recommended to fill the unexpired term of retired board member Martha Davis; Staci's spouse, Dan Wilks; and also former Cisco Junior College alum and current Eastland County Judge, the Honorable Rex Fields.

Regent Ricky Whatley offered an invocation.

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

President Kimbrough called for additions or corrections to the minutes of the meeting of October 12, 2015. There were none voiced. Therefore, the minutes stand approved as presented.

Dean of Business Services and CFO, Audra Taylor, offered the financial report to the Regents. She began by stating that Cash was down $1 million dollars compared to last year. It is down because the President's Reserve is also down due to expended funds from the Rodeo Arena restricted funds. Financial Aid is close to the same amount as last year. Tuition & Fees/Local is down overall; however, it is up in Cisco and down in Abilene. Other income/Grants is down compared to last year when we had a grant for welding but do not have the grant this year. There is $200,000 insurance revenue from hail storm claims. Bookstore Revenue is down, but journal entries had to be made to correctly move sales to August. Revenue is $5.9 million dollars, down $582,000 compared to last year. Expenses for Instruction are very similar to last year. Operations & Plant Maintenance is down; Scholarships are down due to the TEOG and TX Grants. There is a $2 million dollar Surplus; and last year it was $2.5 million dollars at the same time, currently down $500,000.

Ms. Taylor continued and noted the report listing the largest 10 checks written by the College during the past month. Those included $139,000 for Athletic Insurance, several large checks to Great Western for dining services for students, to Surcon Services (construction firm) for 110 loads of sand for the rodeo arena, plus a stockpile of sand to use when replacement is needed. The last large check listed is to Reed Construction.
President Bobby Smith gave the Fundraising Report of funds received since the October meeting. Those totaled $12,000 and included $5,500 from Alumni and Friends. However, of that total $4,000 was from Taylor Electric Co-op given toward the dual credit rural area HVAC trailer. The Margaret Arnold Scholarship received $1000 from Mr. and Mrs. Charles Kitchell. Mrs. Kitchell's mother received such good nursing care at a time when she was in the hospital that the Kitchells have donated $1000 each year for a nursing scholarship in honor of her mom, Margaret Arnold. Athletic fundraisers totaled $6,000+. There were also funds received for Company/Partner Scholarships with Bridgestone/Bandag employees or employee family members and a $500 check from the Classes of '83-'85 graduates who were present at homecoming.

Vice President Jerry Dodson reported to the board members that enrollment for the spring 2016 semester would begin the following Monday, on November 16, and there would be enrollment figures to report at the next board meeting.

The ad hoc committee appointed by President Kimbrough to seek a qualified applicant to serve the unexpired board term of Martha Davis, recommended in the October board meeting that Ms. Staci Wilks be accepted and appointed to serve the remaining months of office in Place 7. Ms. Wilks' recommendation was accepted by the board members and her Oath of Office was scheduled during the November meeting. Thus, the Honorable Rex Fields, Eastland County Judge, was present to give the Oath of Office to Ms. Wilks. She had, prior to the meeting, signed the Statement of Officer and had proved herself to be a qualified (registered) resident of the college district. Judge Fields gave her the Oath as witnessed by the board members, guests, some members of the administration, and by Dan Wilks, her spouse. Upon completion of the vocal portion, she signed the Oath and Judge Fields notarized the paperwork and sealed it with the County Judge Seal of Eastland County. Ms. Diane Carlile photographed the swearing in and Ms. Wilks officially became a member of the Cisco College Board of Regents. Should she desire to remain a Regent, Ms. Wilks will have to run for either Place 7 or other board place in the upcoming election.

President Kimbrough turned his attention to the next agenda item, the election of a board secretary to replace retired Ms. Davis. He moved to nominate Regent Allen Masters. The motion was seconded by Regent Adams. Vice-President Ronnie Ledbetter moved that nominations cease, and that Mr. Masters election take place by acclamation. Motion was seconded by Regent Jarvis and longtime board member Allen Masters became the newly elected secretary of the Cisco College Board of Regents.

President Brad Kimbrough read a Board Proclamation honoring Veterans of the Armed Services for their service to their communities and the nation and the appreciation, respect and gratitude of Cisco College, the administration, faculty and staff for their service. The Proclamation is to be visibly displayed at both the Abilene Center and Cisco campuses for an extended period beyond Veterans Day. Regent Charles Humphries moved and Regent Joe Jarvis seconded to approve the Veterans Proclamation as presented. Motion carried 8 – 0.

President Bobby Smith addressed the board members regarding an increase in the tuition and fees for the spring, 2016, semester. He stated that documentation for the increase was emailed to board members, apart from the agenda itself, to be added to their agenda packets. Recommended amount is $163 for the Abilene campus, $138 for the Cisco campus. The example was given of Western Texas College at Snyder, with fewer students than Cisco, but $8 million dollars more in taxes than Cisco, also raising tuition and fees. Cisco’s tax base is just not enough. Regent Ledbetter inquired if President Smith had contacted other community college presidents to ask if they are doing the same regarding tuition and fees. President Smith stated that emails
were sent and colleges affirmed the same action due to falling enrollment. Regent Adams moved and Regent Whatley seconded to increase tuition and fees to the proposed amount, as presented. The motion passed 8 - 0.

President Smith called for a report from Division Chair and Belles Director, Debbie Baker, regarding the Rodeo program, inquiring where the College is now and the projected numbers for future participants. She stated her report covered some things to think about for the future and for growth. Rodeo Coach, Don Edelman and his students will be installing a needed water line at the arena. Regent Adams stated that she would like to see a comparison of Rodeo [program] costs vs. Rodeo [program] receipts. It was stated that currently all stalls are occupied. The question was raised that with the addition of more students, "how much will [revenue] be increased?"

As required by law, a memo stating the training board members had received during the current calendar year was reviewed. Regent Jerry Conring completed board training online and received his certificate. Regent Sarah Adams had completed board training in Austin and received her certificate.

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 7:25 p.m. on November 9, 2015, for the Discussion of Personnel Matters, as provided by Secs. 551-071 through 551-076 of the Texas Government Code, specifically 551.074.

At 8:08 p.m. the Board of Regents of Cisco College returned to Open Meeting on November 9, 2015. President Kimbrough announced no decisions were made and no votes were taken while in Closed Session.

The Regents then heard a report from the Executive Search Committee Chairperson, Ronnie Ledbetter. Mr. Ledbetter stated that the committee recommended the appointment of Dr. Roger Schustereit as Interim President to serve during the search process for a President. Dr. Schustereit’s title is to be Interim President Elect until the official retirement date of President Smith, when, at that time, his title will become Interim President. It is further recommended that his salary be the same amount as that of the retiring President, and that any necessary adjustment to the budget in order to accommodate the salary of the Interim President is also recommended. Regent Sarah Adams moved and Regent Joe Jarvis seconded to appoint Dr. Roger Schustereit as Interim President Elect until such time as President Smith retires, with the salary and budget recommendations as presented. Motion carried 8 - 0.

President Smith noted the retirement letter of the College’s Executive Assistant, Elaine Lee, effective the last day of January, 2016. Board President Kimbrough declared that such acceptance would be with regrets. Regent Allen Masters moved to accept the letter as stated and Regent Charles Humphries seconded. Motion passed 8 - 0.

In other personnel action, there were no other resignations or terminations and there were no recommendations for the employment of part-time personnel. Recommendations for full-time employment would be the move of Lauren Colegrove from Media, Marketing and Public Relations Assistant to a newly created post of Webmaster. Ms. Colegrove is currently performing part-time website duties. It was noted that it would sometime later be recommended to divide the remaining salary of the Media, Marketing and Public Relations Director in other ways. Ms. Colegrove does her current duties quickly and accurately. Regents Adams inquired if other recruiting duties would be assumed by Shae White. The second recommendation was to hire Kyndall Kaska as a full-
time math lab instructor and lastly, to hire Mikayla Stewart for employment in the AEC Library. There were no Other Personnel Matters brought before the board to consider. Regent Adams moved and Regent Ledbetter seconded to approve the employment recommendations, as presented. Motion carried 8 – 0.

In her Remarks by a Faculty Senate Representative, Coach Susan Moore, stated there had been issues with IT, specifically logins for students and WiFi issues especially in the evening hours. The courses of Choir and Art have been suggested in the recent past as additional offerings. Other suggestions made by the Faculty Senate included a brainstorming session for ideas, bonding of the campuses, a Family Day for non-traditional students. One of the top Faculty Senate past recommendations included the Writing Center, and now a Testing Center. Faculty Senate was reported as supporting the Rodeo program. During the August enrollment in Abilene, improvements in the enrollment processes were seen. Also suggested was to be more positive as faculty members and staff members. The idea of a more positive attitude is being proposed and promoted by Coach Moore herself.

President Smith made a few Remarks. They included (1) the SACS meeting the first weekend of December. Three or four will be sent to the meeting, including President Smith; Heather Hicks, the SACS Liaison; and Joe Carter, along with Audra Taylor from the financial staff. The meeting is in Houston this year and will not require the more expensive transportation costs to fly. (2) For the upcoming Trustee Leadership Training, Regent Staci Wilks enrolled herself. (3) The Great American/Christmas Show will be November 18 and November 20. The box office is open and dinner is 6:00 p.m. and the show at 7:00 for each performance.

During Remarks by Board Members, Regent Jarvis stated he would like to see nametags worn by teachers. (Regent Whatley remarked that he didn't like them when he taught in high school and [CiSD] wore them.) Regent Adams stated that the Homecoming activities in October were nice, the dinner good and it was fun. President Smith stated that because of the excessive rain during the game, the band and all of the band parents and supporters present moved to Harrell Fine Arts Auditorium and the band performed for them. It was a well-organized alternate plan. He also reported that football won 1 conference game and 3 games overall. Regent Jarvis inquired whether or not the fire extinguisher in President’s Hall had been replaced or repaired. Dean of Student Services, Ryan Johnson, replied it is “in.”

The next board meeting is January 11, 2016.

President Kimbrough entertained a motion to adjourn. Regent Humphries moved and Regent Jarvis seconded. Motion carried.

Meeting adjourned at 9:15 p.m.

Minutes presented and approved at the regular meeting of the Cisco College Board of Regents on the 1st day of January, 2016.

Allen Masters, Secretary
Board of Regents
Cisco College

Brad Kimbrough, President
Board of Regents
Cisco College