Cisco College Board of Regents  
Regular Board Meeting  
June 8, 2015

The Cisco College Board of Regents met Monday, June 8, 2015, in a regularly scheduled meeting at 7:00 p.m. in the Board Room of the Regents’ House on the college main campus in Cisco, Texas. Officers in attendance were President Brad Kimbrough, Vice-President Ronnie Ledbetter, and Secretary Martha Davis. Board members who were present included Sarah Adams, Jerry Conring, Allen Masters, Joe Jarvis, Ricky J. Whatley and Charles Humphries. College administrators present were Bobby Smith, President, Dr. Carol Dupree – Provost, Abilene Educational Center and Audra Taylor, Chief Financial Officer and Dean of Business Services. Dr. Jerry Dodson, Vice President for Student Services and Vice President of Instruction, Randal Golson, were both absent. Elaine F Lee, recording secretary, was present.

Guests at the meeting included Faculty Senate President and Women’s Volleyball Coach, Susan Moore; and Division Chairs and Professors Debra Stalton, Developmental Studies and Education Division and Jerry Clemons, Mathematics, Business and Computer Science Division. Charlotte Speegle, Executive Dean of Workforce and Economic Development was present as was Justin Ceniceros, Biology Professor. Also present was Brad Teaff, Campus Police Chief and Safety Officer.

Regent Vice-President, Ronnie Ledbetter, offered an invocation.

Board President Brad Kimbrough called the meeting to order at 7:00 p.m. He thanked members and guests for their presence.

President Kimbrough called for either additions or corrections to the minutes of the meeting of May 11, 2015, and he noted an erroneous reference to Regent Charles Humphries as Regent Secretary. The minutes were deemed approved upon correction of the Secretary reference.

Dean Audra Taylor presented the Financial Statement for the period ended May 31, 2015. She stated that Page 1 it shows $4.9 million in Revenue compared to $4.8 million last year at the same time. The Local Operating Account indicates $400,000 Cash and is very close to last year. She said the College had to borrow from itself and had moved $300,000 from Bond Revenue last month to make payroll. Questions were asked by board members regarding the recent budget freeze, whether or not there were indications months earlier that a freeze would be necessary, and “What is essential?” as far as purchases. Dean Taylor answered that the timing of accounts payable makes a big difference. For example, she said that Athletics asks for Fall billing on equipment [after September 1 when the new fiscal year begins]. On Page 2, under Revenue/Texas Grant & TEOG, it shows that the College received more dollars for state grants this year than last. [The collection of Ad Valorem] Taxes is up almost $50,000. Under Miscellaneous Revenue/Insurance, claims are up during the last year. Auxiliary is almost the same as last year. Tuition & Fees are down a little overall; however, they are up in Cisco and down in Abilene. Operation costs are down, but Maintenance is up. CFO Taylor ended her report saying that there are variables with some funds coming in at different times each year, plus funds received and funds paid out. The current Surplus is $873,000. But, last year it was $586,000 at the same time and we still ended with a deficit of $97,665 following the audit.

President Bobby Smith gave the Fundraising Report next. He reported receipts of $4400. Of that amount, $2700 was for the Company/Partner Scholarships. Companies or organizations
partnering with the College include the Anderson Group $800, Hendrick Home for Children, the Abilene Apartment Association $1000, the Kemper Group $500. Special Project receipts totaling $1000 are the baseball/softball sign advertising renewals from several local supporters.

Dr. Jerry Dodson was on vacation and President Smith pointed out the enrollment report with the blue header at the top of the page. The Admissions office furnished the report and it includes a comparison detail going back for more years than usual. Most glaring is Summer I enrollment at the lowest since 1999. In answer to a board member's question, President Smith stated that lower enrollment is state-wide, and even being felt nationally. Census Day reporting will occur before the next board meeting and we will see updated figures.

President Smith turned to several faculty recommendations. They include Wanda Moody, a professor whose name was inadvertently left off the May list for contract renewals. There are several others whose employment for the college began in May or June and these are recommended for summer employment. Following successful completion of their summer employment obligations, they are also recommended for contract employment beginning the fall semester. They include Don Eddleman, Ag Professor/Rodeo Coach for the summer period June 1 through July 31, 2015; and employment through August 31 for Makenzie Bingham, Director of Libraries who began May 1; Brandi Marquez, AEC Library Manager who also began May 1; Hae "Sean" Kim, Nursing Retention Counselor, scheduled to begin new duties July 1; and Jennifer Mazey, Surgical Technology Director who began May 18. Allen Masters moved and Jerry Conring seconded to approve the single contract renewal and approve the summer and fall contracts for the remaining five employees listed. Motion carried 8–0.

President Smith moved to Policy 3.17, Control of Physical Resources, a policy update that requires board approval. The change will reflect how the College has been handling construction and maintenance activities. The first page has a single sentence change, but on the back page is an additional section. Another section was given as a handout. Part of it completes the previously added portion. The sections have to do with grants, specifically Perkins Grants, for career and technical programs and equipment. The College receives yearly Perkins Grants from the State with reporting requirements that are very specific and which will now be reflected in Policy 3.17. Regents Humphries and Adams moved and seconded, respectively, to approve the changes, as presented. Motion carried 8–0.

President Smith gave an update on a discussion last month regarding recruitment/retention activities. Some of the activities this summer are noted in a Memo. He stated that the goal of the College is to make as many contacts with prospective students as possible. The College has invested in Microsoft Access database to be able to send mass emails. There will be contacts also made through social media. Some of the items on the list are common to private schools but will be initiated by Cisco. The Memo contains a nice list of ideas to be used.

President Bobby Smith presented a Memo to the Board from the Nursing Program Director to increase the Nursing Fee to $240 from the current $200, but to spread the pay-out over 3 semesters for the nursing students. It is the contention of the Program Director that the required kits will be assembled with bulk supplies they purchase and doing so will help the students, especially if the student forgets or fails to bring the needed supplies to classes. Regents Adams and Davis moved and seconded, respectively, to approve the in-house assembly of nursing kits and the increased fee of $240, as presented. Motion passed 8–0.

President Smith immediately asked for the board to consider a date for the annual budget workshop, but to please consider July 6, if at all possible. The College CFO/ Dean of Business
Services has required investment schooling, personal time and a professional workshop all scheduled between the current meeting and July 6. The regular meeting is scheduled July 13 and, as such, would allow time between the workshop and meeting to get figures and final paperwork prepared. The suggested date was agreeable and the 6:00 p.m. starting time met with approval. Regent Adams stated she would like to see a more detailed budget for essential/non-essential items and regarding a possible increase/decrease for such. Motion was proffered by Joe Jarvis and seconded by Sarah Adams to schedule the annual budget meeting as presented. Motion carried 8 – 0.

President Smith updated the board members on the Campus Concealed Carry Law and stated that in the [agenda] packet is a summary of what the law will be, effective August 1, 2017, for community colleges. He added that a new legislative session will take place between now and then. The law provides that the CEO can propose areas on campus where weapons cannot be carried, but must justify and cannot essentially restrict the right to carry. The collective thinking around the room seemed to be “go figure...” There are lots of questions and no answers yet. The plan will have to come before the board and it must do so at least 90 days before the effective date. President Smith ended his update by saying that whenever the rules are proposed, they will be brought before the board for their approval.

Two separate documents regarding facilities were included in the agenda packet. One is the Master Plan Report and the other a Facilities Maintenance Report. They were initially prepared before the SACS 10-year report and needed updating. Approval of the plan for SACS was also needed, according to Ms. Hicks. Regent Adams moved and Regent Humphries seconded to approve the physical resource documents. Motion carried 8 – 0.

President Smith offered a report on the 2015-2016 state appropriations and used a document in the agenda packet to show the approved amount for Cisco College, highlighted in yellow. Some of the highlights of the recent, not-so-kind-to-community-colleges session were a funding cut, concealed carry, specific college regulations, e.g. Blinn now has to report specific expenses, by campus. The highlighted document shows funding increases and decreases. Of the 50 community colleges, 17 received increases and 33 received decreases. Of those 33, 4 had smaller percentage decreases than Cisco and 29 had larger. 5 had a 10% decrease in funding. Ranger College, in 2010-2011, faced a bill to close because of enrollment so low, while Cisco had 20% growth. Ranger has increased considerably since. Funding is based on contact hours and overall, it was a really poor year, legislatively speaking. He ended by reporting health insurance and retirement since 2008 have risen each legislative session. In 2011 it was $483,000 and then up to $1 million and now up to $1.3 million.

President Smith noted that he had no need of a Closed Meeting, but several board members stated they had questions and would like to meet behind closed doors. Board President Kimbrough stated that on June 8, 2015, at 8:25 p.m. the Cisco College Board of Regents entered into Closed Meeting, as provided by Sections 551-071 through 551-076 Texas Government Code (formerly V.T.C.S. Section 2(G), Article 6252-17), specifically 551-074, Discussion of Personnel.

On June 8, 2015, President Kimbrough announced that no votes were taken and no decisions were made during the Closed Session, and that the board would reconvene into Open Meeting at 9:17 p.m.

College President Smith noted the resignation letters from Jamal Mitchell as a dorm supervisor and Rebecca Jaeger, Director of Distance Education and eLearning. There were no part-time
employees whose employment required approval. Full-time employees for which approval was sought were Mindy Ross, the Workforce and Economic Development Assistant; Barbara Pitman, a VA counselor hired temporarily to replace an employee on maternity leave; and Laura White, front desk employee at the Abilene Center. Under Other Personnel Matters, there were none. Regent Jarvis moved and Regent Conring seconded to employ those persons whose names were presented for hiring approval. Motion carried 8 – 0.

Susan Moore, Faculty Senate Representative, briefly mentioned the testing center to which she had referred in a previous board meeting report.

President Bobby Smith stated that Regent Ledbetter had attended a conference in San Antonio and had met with him earlier the morning of the board meeting. Vice-President Ledbetter mentioned that (1) all schools were experiencing the same thing as far as enrollment, but some were recouping already. (2) Student Success and the point system are the funding method of the future and must involve faculty. All faculty and employees must understand the system. He singled out a school with a culinary arts program and 100 students in the program. Their placement rate for that program was 100%. He also mentioned that the numbers of students from Cisco ISD is on the rise with 29 of 55 so indicating their intention of coming to Cisco College. He once again stated, “Everybody has to be involved.” (3) He said the key to making it work is trustees, administration, and faculty all working together. Partnering with the ISD should have a goal of 15 hours [of college credit] for every CISD graduate. (4) All Trustees at the San Antonio meeting were dismayed by the actions of the recently ended legislative session. He stated that he had not prepared a formal speech, but was speaking from his notes. He ended by saying (5) colleges need attractive buildings and most schools are attempting to attract students that way.

There were no Remarks by Board Members.

The next board meeting is a Budget Workshop July 6, 2015, 6:00 p.m. serving only water and no food. The regular monthly meeting is July 13, 2015, at 7:00 p.m.

Charles Humphries moved to adjourn and Ricky Whatley seconded. Motion carried.

Meeting adjourned at 9:38 p.m.

Minutes presented and approved at a regularly scheduled meeting of the Cisco College Board of Regents on the 13th day of July, 2015.

Martha Davis, Secretary
Board of Regents
Cisco College

Brad Kimbrough, President
Board of Regents
Cisco College