The Cisco College Board of Regents met Monday, May 11, 2015, 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. Board Secretary Martha Davis was absent. Present board members included Jerry Conring, Allen Masters, Ricky J. Whatley and Charles Humphries. Regent Sarah Adams was absent due to a scheduled vacation and Regent Joe Jarvis was absent due to surgery earlier in the day. College administrators present were Bobby Smith, President; Dr. Jerry Dodson, Vice President for Student Services; Dr. Carol Dupree – Provost, Abilene Educational Center; and Vice President of Instruction, Randal Golson. Audra Taylor, Chief Financial Officer and Dean of Business Services, was absent due to a death in her husband's family and the out of state funeral. Elaine F Lee, recording secretary, was present.

Guests present at the meeting included Beverly Massey, Purchasing and Accounting Specialist; Faculty Senate President and Women’s Volleyball Coach, Susan Moore; and Division Chairs and Professors Debra Slaton, Developmental Studies and Education Division and Jerry Clemons, Mathematics, Business and Computer Science Division. Rodeo Coach and Ag Professor, Don Eddleman, was present as was Debbie Baker, Director of the Wrangler Belles.

Regent Charles Humphries offered an invocation.

President Brad Kimbrough called the meeting to order at 7:00 p.m. He noted a quorum was present although several members were absent.

President Kimbrough asked for corrections or additions to the minutes of the meeting of April 30, 2015. There were none voiced and he declared the minutes approved as presented.

College President, Bobby Smith, presented the financial statements in the absence of Dean of Business Services, Audra Taylor. He began by stating that Cash and Investments information is located at the bottom of the page and that the current month and the figures reported at the same time last year are virtually the same. The College is holding its own as far as Cash. On the next page is the Analysis of Revenue and under the second column Received-to-Date/Grants indicates $240,000, and last year $328,000. The disparity is due to the Skills Development Grant of over $250,000 that was received last year. Under Miscellaneous $316,000+ was budgeted, and to-date receipts are $339,500, while last year was $253,600. Insurance claims and rebates from the College Purchasing Card are the reasons. Tuition & Fees are about the same; however, they are under in Abilene and over in Cisco compared to the same period last year. The Surplus is up slightly over last year. Under Expenses, some items are under and some are over. Operations and Maintenance indicates a $125,000 difference due to the roof repairs in Abilene. He ended his report by saying “we are currently holding our own.”

President Smith also gave the Fundraising Report and began by saying there hadn’t been much received. Of the $2500 received, $1600 came from Alumni and Friends. Those groups helped as sponsors for Wrangler Day in Abilene, the AEC equivalent of Ranch Day in Cisco, with food, games and fun.
Dr. Jerry Dodson offered the Enrollment Report. He stated that Summer I, 2nd-7 Weeks, May Mini-term, Summer II and Long Summer registrations indicate 828, an increase of 10 from the same time last year. He said that Fall count will begin tracking on Friday. He cautioned that the numbers had increased for summer, but required purges of students who have not paid had not yet taken place.

Rodeo coach and Ag professor, Don Eddleman, gave an update on rodeo team recruiting. He stated that he has commitments from 18 students, 7 girls and 11 boys, with one from Oklahoma and the rest from Texas. One girl is the breakaway champ over all the U.S. Other recruits also have impressive rodeo accomplishments. Cisco is housing 6 guys in the Rodeo House; some girls will be in the new Village Apartments, a couple of girls will be in the dorms. He felt that Cisco has the potential for 36 students very quickly and maybe 50 within 5 years.

Contract Renewal Recommendations for the 2015-2016 College Year were introduced by President Bobby Smith. There were memos containing recommendations from Dr. Jerry Dodson regarding contract employees in Student Services, Enrollment Services, Counseling and Student Success; from Dr. Carol Dupree regarding those she supervises in Development, Media and Public Relations, Economic and Workforce Development and Abilene Center Operations; from Randy Golson regarding full-time Faculty, full-time Coaches and Trainers, and contract library personnel; and finally those from President Smith regarding the SACS-COC Liaison, deans and executive directors in Business Services, Information Technology, and Institutional Research. Regent Ledbetter inquired if the counselors were helping to recruit new students. There was no discussion and Vice-President Ledbetter moved and Regent Jerry Conring seconded to approve the recommendations for contract renewal in the 2015-2016 College Year, as presented. Motion carried 5-0 with Regents Adams, Jarvis and Davis absent.

President Smith updated the Regents regarding a discussion held at the last Abilene Advisory Board Meeting about what is known as a branch campus maintenance tax and the process allowing for such taxation. There are currently 9 community colleges in Texas with a branch campus maintenance tax. It is a tax for an area outside the community college district, but that is inside the college’s service area. A district with current taxing authority must bring the measure before the voters, for instance the county or a local school district. The maximum allowable is $.05 per hundred dollar valuation, but most districts are less. The taxing district would actually set the rate. In all community college districts, there is some sort of enticement to have the community college branch in the area. An example would be training an important segment of the local workforce. It is a lengthy process involving focus groups and discussions to gauge support, well-known community citizens voicing support for the measure, and forums for the public. There is a great deal of work involved, maybe a couple of years, before even being able to bring such a measure before voters.

Dr. Jerry Dodson addressed the proposed changes in admission requirements, particularly for international students who come from non-English speaking countries (TOEFL). The students are tested to predict how well they should do in college classes. The average score of community colleges contacted is 60. Dr. Dodson recommended that Cisco adopt 61 as the score of a competent user, up from the previous score of 45. The score of 45 identifies a user as “not able to make complex sentences.” Cisco had an audit from the U.S. Immigration and Customs (also known as ICE), Student Exchange and Visitor Program. Cisco does not have an ESL (English as second language) program, but ICE addressed the issue and has stated that Cisco must assure that non-English speaking students are proficient in English. Regent Humphries moved and Regent Masters seconded the motion. A lively discussion then ensued.
Women's Volleyball Coach, Susan Moore, requested permission from the Chair to address the issue based on her perspective and personal experience with international students who have played volleyball under her coaching. She stated that her internationals have done well. They have done so because, in most instances, if they fail, the students have to return to their home country. The home countries rarely allow second chances to leave again. Most [international students] also do well because they want an education from an American institution. Regent Charles Humphries called the question and President Kimbrough immediately called for a vote. The motion carried 5 – 0. Three regents were absent, including Adams on vacation, Jarvis after having surgery earlier in the day, and Davis with an ill husband.

President Smith offered information to the board members regarding the potential sale of a city lot owned by the College. He stated that it is unknown how the College acquired the lot or even when. The lot is circled in red pen or marker on a copy of an aerial photo of the city indicating Lot 2 Block E of the Spears Addition. It is on Jefferson Avenue, perhaps 300-400 yards from the corner. There is nothing on the lot but mesquite trees. He continued that in approximately the same time period, two individuals contacted the College inquiring about the possibility of purchasing the lot. In order for the College to sell property it is recommended that the lot be placed for bid. When Regents inquired whether or not the College would ever use the property, it was replied that it is a single lot surrounded by the remaining property in the area, and it is not contiguous to the campus. Regent Humphries moved to begin the bidding process as recommended and Regent Jerry Conring seconded. Motion passed 5 – 0. Three board members were absent.

President Smith began the discussion of athletic insurance proposals and introduced Beverly Massey to the Regents. He said Ms. Massey could probably answer their questions as she was involved in the bidding process with the various insurance companies. She stated that the College received seven proposals with $141,945 being the lowest and $178,762 the highest. The College currently has standard insurance with Aetna but they are no longer offering the same plan. The proposals do not include coverage for catastrophic injury or illness since it is the same amount from any carrier. The College is considering going into an aggregate plan which consists of a certain amount of up-front cost at $48,000 and $60,000 for deductible. $60,000 is placed in a trust to pay out claims. The current year budget is $103,754 plus $31,000 for catastrophic coverage. Next year's budget will be about $130,000. Dissinger Reed/AG is a 3rd party administrator that handles claims. They also handle “coverage backer” to check on athletes to make certain the employee is still covered. A question was posed regarding rodeo coverage. It is thought that rodeo is different from other athletics, but such coverage is still supplemental. Regent Ledbetter moved and Regent Humphries seconded to accept the aggregate plan proposed by Dissinger Reed/AG. With three Regents absent, motion carried 5 – 0.

President Smith introduced a memo to the board requesting that the College extend, for the second and last legal extension, two additional years with First Financial Bank as the College's depository bank. After the year 2017, Cisco College would be required to go through the bidding process for the next depository bank contract. Regents Allen Masters moved and Jerry Conring seconded, respectively, to extend the contract with First Financial Bank for a final two year period. The motion passed 5 – 0 with three absences. Regent Ledbetter abstained due to a conflict of interest. However, Board President Brad Kimbrough voted affirmatively as part of the legal quorum. Regent Whatley firmly stated that he voted for the extension only because the College would be required to seek bids in two years for a new depository bank contract.
President Smith inquired if any Regent needed to have a Closed Session. None was sought and he moved to the Personnel Recommendations portion of the agenda.

He stated that a letter of resignation was received from Elizabeth Speer in the Library. Dr. John (Jack) Matthews notified the President’s office and Human Resources that he was retiring effective mid-June. Dr. Matthews came to Cisco after retiring from Amarillo College and taught for Cisco another 17 years. From Dr. Carol Dupree came a memo with notification of the termination of Lauren Casares from the front desk position at the Abilene Center. In response to a question regarding library staffing, it was answered that there are 4 employees in Cisco and 2 in Abilene. Two members of the library staff have Masters of Library Science degrees.

Recommended for part-time employment is Destiny Kruse in the Chemistry Lab.

Recommendations for full-time employment included Kim Vernon as the Assistant Director to Linda Sellers in Financial Aid.

There were no Other Personnel Matters. Regent Masters and Regent Conring moved and seconded, respectively, to approve the resignation, retirement and termination brought before the board and to approve the part-time and full-time employment of personnel, as presented. Motion passed 5 – 0. Three board members were absent for various reasons.

Susan Moore, Faculty Senate President, stated that at the last meeting held there had been good discussion regarding distance education and how we can identify students. They also discussed the Testing Center and thought it was a good idea. A committee was appointed to think about the suggestion to improve the budget without raising tuition and fees. She said she still has her challenge to faculty and staff to bring in 5 new students each. They are looking into the possibility of some sort of pantry on the Cisco campus – especially for formula and diapers.

President Smith noted that he had two items to mention. (1) Softball and baseball made the regional tourneys, but neither is going on in the play-offs. (2) Nursing graduation is Thursday, May 14, at First Baptist Church in Abilene, 6:30 p.m.

During Remarks by the Board, it was stated that McMurry had hired a former Cisco educator as their new theatre arts instructor. President Smith let the board know that Cisco now has a sound and lighting person with whom we can contract for work at dinner theatre productions.

The next board meeting is June 8, 2015.

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

Meeting adjourned at 7:25 p.m.

Minutes presented and approved the 8th day of December, 2015 at a regularly scheduled meeting of the Cisco College Board of Regents.

Martha Davis, Secretary
Board of Regents
Cisco College

Brad Kimbrough, President
Board of Regents
Cisco College