Cisco College Board of Regents  
Regular Board Meeting  
February 9, 2015

The Cisco College Board of Regents met Monday, February 9, 2015, in the Board Room of the Regents' House on the college main campus in Cisco, Texas. Officers in attendance were President Brad Kimbrough; Secretary Martha Davis and Vice-President Ronnie Ledbetter. Also present were members Sarah Adams, Jerry Conring, Allen Masters, Joe Jarvis, Ricky J. Whatley and Charles Humphries. There were no board absences. College administrators present were President Bobby Smith; Dr. Jerry Dodson, Vice President for Student Services; Dr. Carol Dupree – Provost, Abilene Educational Center; and Audra Taylor, Chief Financial Officer and Dean of Business Services. Vice President of Instruction, Randal Golson, was absent. Elaine F Lee, recording secretary, was present.

Regent Charles Humphries offered an invocation.

Board President, Brad Kimbrough, called the meeting to order at 7:00 p.m. and noted the guests present. They were Faculty Senate President and Women's Volleyball Coach, Susan Moore; SACS-COC/Cisco College Liaison, Heather Hicks; Campus Police Chief and Director of Campus Safety, Brad Teaff; Athletic Director and Dean of Student Services, Steve Hudman; Director of the Cisco Wrangler Belles, Debbie Baker; Division Chairs and Professors Debbie Barton, Debra Slaton and Jerry Clemons. The new Cisco College Rodeo Coach and Ag Professor, Don Eddleman, was also present in order to be introduced later in the meeting.

President Kimbrough asked if there were corrections or additions to the minutes of the meeting of January 12, 2015. There were none and he declared the minutes approved as presented.

College President Smith asked that the board move to the first item of business on the New Business Agenda, meeting the Women’s Softball team and coach, with an introduction by the Athletic Director/Dean of Students, Steve Hudman. Dean Hudman introduced the College’s second coach with the last name of Dean, but this time it is Ms. Leslie Dean. Coach Dean stated that she asked her sophomore team members to represent the entire team of 21 players. Four team members were present for introductions. They represented high schools in their hometowns of Katy, Cedar Hill, Azle and San Diego, TX. Coach Dean also stated that three of those introduced are pitchers, so she will be busy recruiting for that position. She stated they are a good team and their goals are set high for a record year.

President Kimbrough returned to the stated agenda, and Dean of Business Services, Audra Taylor, presented the financial report for the period ended January 31, 2015. She mentioned that copies of the report were to be found at the places of each board member and that the top sheet indicates Cash, with a Grand Total of $6.3 million dollars, down $81,000 from last year at the same time. The next page is Local Funds, Tuition & Fees Revenue. She stated that the Local/Tuition & Fees figure of $7 million dollars last year is down this year by $249,000. [Ad Valorem] Taxes are $320,000, with a check received February 3 and another $30,000+ check since the first one. There is some Miscellaneous Revenue from hail damage claims. The current figures are 66% of the budget, with $11.9 million dollars in Revenues. Under Summary/Expenditures/Academic Instruction, the figures are down a little, by $38,000. There was no Skills Grant this year, when comparing with figures from last year. The College stands at 48% of the Expenditures, or a total of $8.8 million dollars. The Surplus is $2.5 million dollars, almost the same as last year. She reminded the board members that there are no State
Appropriations payments made in January and February, so the College uses its own funds during those months.

President Smith reported on Fundraising receipts, ending January 31, 2015. He said there was just under $2000 for this report, with a $1000 donation from RayDon Construction. Another $500 was received for a partner scholarship with New Light Baptist Church. A question was raised by a board member regarding the athletic funds and whether the amounts collected are divided equally among the various athletic teams. It was answered that each team raises funds for itself, usually from their individual hometowns and their families. The RayDon amount is for a special project that hasn’t yet been announced.

Dr. Jerry Dodson gave a preliminary report for spring numbers and stated there will be some fluctuation as everything is reviewed. Currently there are 3431 students enrolled, 62 fewer than Spring 2014, for a decrease of 1.78%. He added that Ms. Shirley Dove in the Admissions Office reminded him that the contact hours will go up as the rosters are checked and the figures reviewed. When asked by Regent Adams, Dr. Dodson stated that he would attempt to get the report into the [mailed] agenda packet for the next meeting. However, the next meeting was moved forward to March 2, due to a conflict with Spring Break at the time of the regularly scheduled meeting. Dr. Dodson is hopeful that the numbers will be the official certified figures for the term.

Dean of Business Services and CFO, Audra Taylor, gave a brief budget progress report. She stated that a timeline for the budget process is begun in February of each year, but this is a legislative year and dates could change as the legislature continues to meet. Regents inquired whether or not the board would have a budget workshop as was done last year and it was replied affirmatively.

SACS-COC Liaison (Southern Association of Colleges and Schools – Commission on Colleges), Heather Hicks, reported on the recent Cisco College site visit. She stated that one visit is behind us and we have learned a lot. Overall, it was a positive experience. The visiting team consisted of 5 people from North Carolina, Kentucky and Tennessee community colleges and technical schools approximately the size of Cisco College. She stated that ½ day was spent in Clyde at the high school and ½ day at the Region XIV site in Abilene. The big surprise of the visit is that the team wanted business plans and instructor data for each site. Cisco was informed we would receive 3 recommendations from SACS. They questioned faculty competence of three persons, but the college is uncertain what exactly they are questioning and won’t be able to respond until a report is received naming the individuals. The team wanted to see the new Institutional Effectiveness plan, but it has not been in effect for 1 full year. They want to see results after the 1 year period. The third recommendation has to do with our being without a Librarian for more than six months. She stated there are three possible outcomes. When asked regarding the next site visit, Ms. Hicks replied that there could be another site visit before the end of the semester with the targeted locations of Cisco HS and Wylie HS sites. The next site visit will be a new committee from different locations and schools. President Smith stated that the committee members met with dozens of staff members and students. Ms. Hicks added that the committee was very impressed by the students at Clyde High School who answered their questions regarding goals and future plans and how their online classes fit those objectives. The students had personal plans and goals and stated them clearly. Board members inquired regarding the 5th Year Report to SACS. Ms. Hicks stated that she is working on it. Such a report requires about 5 months production time and that it will be submitted in July and reviewed in December at SACS.
In a Spring Dorm Report, Dean of Students, Steve Hudman, stated the numbers revealed that there are currently 311 dorm students, a good number for the Spring semester. The numbers are indicated for each student, their assigned dorm and the activity in which they are involved. The designation GP indicates a general population student. As in past years, the oil field slow down should be reflected in greater future enrollment at Cisco. It was pointed out by President Smith that figures at all of the community colleges located in commonly termed oil-rich areas are down from the previous year. Those included Howard College in Big Spring, Western Texas in Snyder, and both Midland and Odessa Colleges in the Permian Basin area. Cisco College is currently down 61 students from the same time last year.

President Smith began with a mention of the College’s long time association with the local State Farm office, but continued that State Farm in the past year has decided to no longer insure the College’s fleet of vans and 2 buses. State Farm went out to a secondary insurance company and the premiums the College had been paying, increased dramatically to a combined amount of $48,000. An independent office was contacted and the recommendation is to go with Philadelphia Insurance immediately and drop State Farm. On a motion by Joe Jarvis and a second by Jerry Conring, the Regents voted to drop State Farm and engage Philadelphia Insurance through the Ledbetter Agency. Motion passed 7 – 0, with Regent Ledbetter abstaining due to a conflict of interest.

President Brad Kimbrough announced that on February 9, 2015, 7:49 p.m. the Cisco College Board of Regents would enter into Closed Meeting as provided by Sections 551.071 through 551.076 of the Texas Government Code (formerly F.T.C.S. Section 2(G), Article 6252-17,) for the purpose of Discussion of Personnel, Section 551-074, specifically.

At 8:07 p.m. on February 9, 2015, President Kimbrough announced that the Board of Regents would reconvene into Open Meeting following their closed door session. He announced that no decisions had been made and no votes taken during the closed portion of the meeting and that the performance evaluation of the College President, Bobby W. Smith, was completed during the closed meeting.

President Smith continued the meeting and stated that resignations were received from Brylee McBurney in the Abilene Bookstore; Jackie Wright, a Cisco campus custodian and Stacie Stone, the Assistant to the Dean of Workforce and Economic Development. There were no letters of retirement, but a single termination of the SUB nighttime snack bar manager, Michael Clark, to consider.

Several employees were recommended for part-time employment. They included adjunct lab managers Jamaal Lewis and Jorden Smith in Cisco and Katherine Morrison, Psychology; Cathy “Ann” Looper, Health Sciences in Abilene; and also the part-time College Rodeo coach, Don Eddleman. He will complete the semester for the Santa Anna ISD and work part-time for the College until June 1 when he will become full-time. Additionally, AnnMarie Schaefer rescinded her letter of resignation when she learned of an open adjunct nursing position, and asked to be considered for the part-time position instead of resigning from her full-time professorship at the College.

Recommended for full-time employment were Rebecca Jaeger, Director of Distance Education and eLearning; Kenna Barnes, Abilene librarian; William McClure temporary English instructor, Jared Reynolds, Economics instructor; Stacie Stone as a full-time bookstore employee; Jackie Wright, full-time evening hours in the SUB Snack Bar; and Don Eddleman, full-time Ag Instructor and Rodeo Coach beginning June 1. Board Members Allen Masters and Rickey
Whatley moved and seconded, respectively, to approve the resignations, termination, employees recommended for part-time employment, employees recommended for full-time employment, as presented, and the completed evaluation of President Smith. Motion carried 8 - 0.

Faculty Senate President, Susan Moore, was present, but stated that there was nothing to report from Faculty Senate since their meeting would occur the week following the board meeting.

President Smith offered brief remarks to the board members. They included (1) a January 2015 Texas Board of Nursing approval to change the Cisco program to Full Approval in the LVN to ADN nursing program. Cisco can now accept 50 students instead of 40 students for the program. It was stated that the move to 50 students would trigger the requirement of another professor, but that the list for student applicants stood at around 80. Pending verification of the applicants' qualifications, it didn't seem there would be a problem filling the new class with the increased student numbers. (2) Don Edleman was introduced as the new rodeo coach/Ag instructor. In jest, Regent Davis mentioned that he was short [in stature]. He quickly replied that he had a low center of gravity and that if he were any taller his feet wouldn't touch the floor. Board members and guests welcomed the affable new coach.

Regent Charles Humphries inquired regarding the activity taking place at the rodeo arena and what was going on. He was informed that a new pipe fence is being built, rock is being laid for a place to park trailers, the fence will be painted and it is being readied, in general, for the new rodeo team. A second question was asked regarding whether or not the old pump jack behind the arena was on a producing well and to whom an inquiry should be made. It was answered that the well belongs to the College and the production company is Buckwheat Resources from Eastland who renewed a lease with the College several years ago.

The next Board of Regents meeting, moved a week earlier than usual, is scheduled March 2, 2015, due to the conflict with Spring Break.

President Kimbrough received, finally, a motion from Martha Davis to adjourn. It appeared the motion was going to die for lack of a second, but to the relief of President Kimbrough and the others present at the meeting, Charles Humphries came through at the last minute and seconded the motion. Motion carried.

Meeting adjourned at 8:22 p.m.

Minutes presented and approved at a regularly scheduled meeting of the Cisco College Board of Regents on the 2nd day of March, 2015.

Martha Davis, Secretary
Board of Regents
Cisco College

Brad Kimbrough, President
Board of Regents
Cisco College