

Cisco College Board of Regents  
Regular Board Meeting  
August 13, 2018

The Cisco College Board of Regents met Monday, August 13, 2018, 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 Ricky Whatley. Regents present were Matt Johnson, Jerry Conring, Sharon Wilcoxon, Joe Jarvis, Staci Wilks and Greg Cary. College administrators present were Dr. Thad J. Anglin, President; Dr. Carol Dupree, Provost and Vice President of Instruction; Dr. Jerry Dodson, Vice President for Student Services; and Audra Taylor, Chief Financial Officer and Dean of Business Services. Sydni Rabb, recording secretary, was present.

Guests present during the meeting included Zane Laws, Faculty Senate Representative; Roger Tighe, Cisco College Chief of Police; and Tianay Bralley, Director of Dual Credit.

Secretary Ricky Whatley offered an invocation.

President Kimbrough called the meeting to order at 7:05 p.m.

President Kimbrough asked for corrections or additions to the minutes of the regular meeting of July 9, 2018. There were none voiced and he declared the minutes approved as presented.

Dean of Business Services and Chief Financial Officer, Audra Taylor, presented the financial statements for the month ending July 31, 2018. The first page shows the *Cash/Investment* totals followed by the *Revenues* on the 2<sup>nd</sup> page. In summary, we are up from this time last year, with a surplus of approximately \$1.1 million.

Ms. Taylor continued and noted the handout listing the 10 largest purchases made by the College during the past month of July 2018. They include, a purchase to Constellation NewEnergy, monthly electric bill – Cisco and Abilene Campus; Holm Glass, Schaefer Hall windows; AG Administrators, Inc., athletic insurance claims funding; Great Western Dining Services, two weeks of food service – Summer II; REI Health Educ System, testing paid by RN students; All Covered, annual support for VMware; Cintas Corporation; summer deep cleaning for Presidents Hall; Raydon, Inc., gas line repair (outside of Harrell Fine Arts building); Staples, paper order for Cisco and Abilene Campus; and a purchase to REI Heath Educ System, for testing paid by LVN students.

President, Dr. Thad Anglin, gave the fundraising report since the last board meeting held July 9, 2018. A total of \$12,452.10 was received, this included \$25 from Cisco College Faculty and Staff; \$500.00 from Alumni and Friends; \$1,123.95 from the Company/CC Partner Scholarships; and a total of \$10,803.15 from the Athletic Fund Raisers.

Vice President for Student Services, Dr. Jerry Dodson, gave the enrollment update. He informed the board of the handout that was passed out prior to the meeting. The handout shows an enrollment and semester credit hour updated report for terms Summer I, Summer II and Fall 2018, and compares the numbers to the previous 2017 terms.

President Dr. Thad Anglin informed the Regents that the College has received calculations from Randy Clark of the Eastland County Appraisal District for the effective tax rate and the rollback tax rate for 2018. Mr. Clark has calculated the effective tax rate for 2018 to be \$.160886 and the

rollback tax rate to be \$.173756. Based upon this information, it is my recommendation the Board of Regents set a proposed tax rate for 2018 at \$.2000 per \$100 of valuation. This rate is the same rate as last year. The recommended rate would create a tax levy for the College of \$1,131,947. This amount of tax levy will require public hearings on the proposal to increase tax revenues. The hearing dates have been set for August 29, 2018 and September 5, 2018. Using these assumptions, the actual vote to set the 2018 tax rate at \$.2000 will take place at the regular monthly Board meeting on September 10, 2018. Regent Ledbetter moved and Regent Whatley seconded to accept the proposed rate of \$.2000 as presented. Motion passed 8 – 0.

Dr. Anglin moved on to the next item on the agenda, Consider Perkins Grant Policy on Supplementing/Supplanting Grant Funds. Grant awards made under programs that prohibit supplanting by law must ensure grant funds supplement (increase the level of services) and not supplant (take the place of) federal, state, and local funds. Federal funds cannot be used to pay for services, staff, programs, or materials that are currently paid with state or local funds. Each year during the college operating budget process the Vice Presidents submit departmental budget requests to the Chief Financial Officer (CFO) for supplies, equipment and payroll expenses. The CFO, College President, and Executive Council work together to determine the best use of the college funds based on historical data and budget requests for the upcoming fiscal year. When grant budgets are prepared, the college operating budget is taken into account to ensure grant funds are not being used for items budgeted in the college's operating budget. During the fiscal year, the CFO performs reconciliations of the general ledger reports with the grant financial/budget reports to ensure accurate reporting. Reconciliations are prepared and reviewed when grant financial reports are due. The grant financial reports are normally completed on a quarterly or annual basis. If an expense is disallowed due to supplanting in error, a journal entry is processed to remove the expense from the grant general ledger accounts and included in the appropriate college institutional account. The CFO completes a final fiscal review following the end of the fiscal year on August 31. Dr. Anglin informed the board that this policy is required for the Perkins Grant Program and will be placed in the Policy Manual. On a motion by Regent Jarvis and a second by Regent Wilcoxon, the board voted to accept the Perkins Grant Policy on Supplementing/Supplanting Grant Funds. Motion passed 8 – 0.

Cisco College Police Chief, Roger Tighe, reported the campus Safety and Security Audit. He explained that community colleges are required to conduct and report results of a Safety Audit every 3 years. The audit provided through the Texas State – Texas School Safety Center consisted of a template of 10 individual sections to review aspects of institutions across the state. These include Environmental Design – assessment equipment, grounds, control (access); Campus Police and Security Operations; Emergency Management Plan – training, response, and recovery; Information Technology Security; Environmental Health and Safety; Facilities Assessment; Business Continuity and Policies; Communications; Residential Facilities; and Resources. A copy of the *3 year Safety and Security Audit Overview* will be included with these minutes.

Moving on to the next item of business, President Kimbrough stated that an executive session was necessary and the board would enter into Closed Meeting at 8:02 p.m., on August 13, 2018, for the Discussion of Personnel Matters, as provided by Secs. 551-071 through 551-076 of the Texas Government Code, specifically 551.074.

At 8:25 p.m., the Board of Regents of Cisco College returned to Open Meeting on August 13, 2018. President Kimbrough announced no decisions were made and no votes were taken while in Closed Session.

President, Dr. Thad Anglin, reported that there had been a few resignations announced since the last meeting. These included Kindra Elliott, Nursing Professor; Kari Porter, Admissions Specialist – Cisco Campus; Marlene Weir-Ruppert, Vocational Nursing Professor; and Amanda Watts, Residence Hall Supervisor/Assistant Softball Coach. There were no retirements announced. There was one termination announced, Staci Stone, Abilene Bookstore Manager. There were no recommendations for the employment of part-time personnel. Recommendations for full-time employment included that of Jonathan Aguilar, President's Hall Supervisor and Assistant Football Coach; Rachel Shockley, Nance Hall Supervisor and Assistant Softball Coach; John Alexander, Mathematics Instructor; Tara Jones, Vocational Nursing Instructor; Teresa Morris, Custodian – Cisco Campus; and Diane Fine, Custodian – Abilene Campus. There were no other personnel matters and on a motion by Regent Conring and a second by Regent Johnson, the board voted to accept the resignations, termination, and recommendation of full-time employment. Motion passed 8 – 0.

Remarks from The Faculty Senate Representative, Zane Laws, looking forward to serving as the Faculty Senate Representative for the 2018-2019 year and will have more information to report after the first meeting is held.

Under Remarks by the President, Dr. Thad Anglin, discussed the upcoming graduation events that will be taking place this week. The 2018 Fall Faculty/Staff Convocation will be on Monday, August 20<sup>th</sup> beginning at 9:30 a.m. The first class day for Fall 2018 is August 27<sup>th</sup>. Reminded Regents of the tax hearings coming up. Thanked the board for all their support.

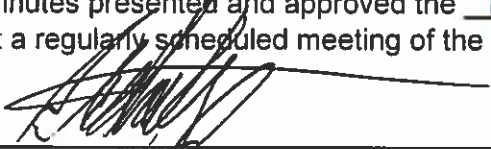
There were no Remarks from the Board Members.


The next regular board meeting is September 10, 2018.

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

Meeting adjourned at 8:36 p.m.

Minutes presented and approved the 10 day of September, 2018, at a regularly scheduled meeting of the Cisco College Board of Regents.

  
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Ricky Whatley, Secretary  
Board of Regents  
Cisco College

  
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Brad Kimbrough, President  
Board of Regents  
Cisco College