

Cisco College Board of Regents
Regular Board Meeting
May 14, 2018

The Cisco College Board of Regents met Monday, May 14, 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 Sarah Adams, Jerry Conring (arrived later in the meeting due to Ag Banquet at the ISD), 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, Professor of Science and incoming Faculty Senate Representative for the 2018-19 year; Kaitlin Berry, Director of Marketing and Public Relations; Roger Tighe, Cisco College Chief of Police; and Matt Johnson, Cisco citizen appointed to fill the vacancy of expired term of the Cisco College Board of Regents Place 1.

Regent Ricky Whatley offered an invocation.

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

President Kimbrough asked for corrections or additions to the minutes of the regular meeting of April 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 April 30, 2018. The first page shows the *Cash/Investment* totals followed by the *Revenues* on the 2nd page. In summary, we are up over \$700,000 from this time last year, with a surplus of \$1.8 million.

Ms. Taylor continued and noted the handout listing the 10 largest purchases made by the College during the past month of April 2018. They include, a purchase to Airgas Central, lab equipment to support ProFrac project; three checks to Great Western Dining, for a total of 4 weeks of meal plans; Cisco ISD, annual lease for athletic facilities; Constellation NewEnergy, monthly electric bill – Cisco and Abilene Campus; Technical Laboratory Systems, training equipment paid by grant funds; Eastland County Appraisal District, quarterly bill; J. America, Inc., bookstore purchases (13 invoices for soft goods); and a purchase made to Westex Connect, monthly internet service – Cisco and Abilene Campus.

President Dr. Thad Anglin, gave the fundraising report since the last board meeting held April 9, 2018. A total of \$5,781.00 was received, this included \$25.00 from the Cisco College Faculty and Staff; \$900.00 from Alumni and Friends; \$1,900.00 for the Company/CC Partner Scholarships; \$1,000.00 for Cheer and Belles; and \$1,956.00 for 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.

Agenda Item A was moved to after Executive Session.

Director of Marketing and Public Relations, Kaitlin Berry, presented the Cisco College Comprehensive Communication Plan and Style Guide to the Board. Each member received a copy of the plan and style guide in their packets prior to the meeting. Ms. Berry gave an overview on the Introduction and Organizational Framework, which included the Mission Statement; Mission and Vision Goals; Ethics and Philosophy; Guiding Principles; the College Image; and Communication Consistency. She went on and discussed the following: Marketing and Public Relations Department (department mission and goals); the College Website; Social Media; Education and Outreach; and the Appendices (where you can find the Style Guide, Publication and Media Relations Guide, and the Social Media Policy). Ms. Berry showed the board the new logo and informed them of the correct brand colors and the proper use of the new logo. After a brief discussion the board members thanked Ms. Berry for her time and presentation.

President Kimbrough moved to the next item on the agenda, Resolution 2018—03. He read the Resolution thanking Ms. Adams for her service to the board over the course four years and seven months. The Resolution expressed how Ms. Adams was first sworn into office on October 28, 2013, and since then has served with dignity and diplomacy, recognizing the importance of order and civility in a board meeting, and has continued to serve faithfully since that time, and has continued to serve and advocate for the students, staff, faculty and administration. Board Members Sharon Wilcoxon and Staci Wilks moved and seconded, to approve Resolution 2018—03, appreciating Ms. Sarah Adams for her service. Motion passed 7 – 0, with Regent Conring absent.

President Dr. Anglin is pleased to recommend Dr. Linda Spetter for tenure at Cisco College. While teaching here, she has not only taught a full load of classes, but has also been instrumental in a variety of activities. She was active in creating the campus newspaper, *The Wrangler Express*. She serves on campus committees and works in the Writing Center, where she can assist students with their work. She has presented papers and attended conferences in order to stay current in her field. Locally, she is active with Writers Guild and has judged fiction competition. Her portfolio of accomplishments includes course syllabi, lesson plans, and peer/supervisor review. All of her work is excellent. Dr. Spetter is an asset to Cisco College and is an inspiration to her students and peers. Regents Ricky Whatley and Sarah Adams moved and seconded, respectively, to award tenure to Dr. Linda Spetter. Motion passed 7 – 0, with Regent Conring absent.

After careful consideration and review of the proposal on our existing contract with Dissinger Reed Company for Secondary Athletic Insurance, it is recommended that Cisco College utilize our right of the option to renew our contract. The Aggregate Deductible Plan is offered through Berkley Life & Health Insurance Company with A-G Administrators, Inc. as the Third Party Administrator for 2018-2019. The college will pay \$48,235 in hard costs and \$65,000 upfront funding for the aggregate deductible to fund claims. The maximum exposure is \$176,455 which is \$7,955 more than 2017-2018. Due to rising costs of insurance, Cisco College implemented a process in 17-18 to reduce the cost of claims. The duties of an Athletic Insurance Coordinator were added to our Director of Purchasing to meet with all athletes and insure they have and maintain primary insurance during the year. This process will ensure that the college's insurance remains a secondary policy. It is also recommended to use Mutual of Omaha for the catastrophic insurance. This will be a decrease of \$3,569 from 2017-2018. Regent Cary moved

and Regent Wilks seconded to renew the existing contract with Dissinger Reed. Motion passed 7 – 0, with Regent Conring absent.

President Dr. Anglin discussed the Cisco College Title IX Policy with the board and informed them what all has been done to date. This includes the Title IX complaint in 2014; entered into an agreement with the Office of Civil Rights (OCR); completed action items listed in agreement; completed updates to Title IX Policy; Title IX Policy is up to date with Federal Law and State Law; Title IX employee training is being scheduled; improvements in Proactive Compliance Audits is necessary; and establish a Compliance Review Standing Committee. Dr. Lori Grubbs, Title IX Coordinator, has been very involved with OCR and getting the policy up to date and in compliance. The policy and procedures are very detailed, we're all very confident with approving it. The Office of Civil Rights has approved the policy, all that is needed to move forward is approval from the Board of Regents. On a motion made by Ricky Whatley and a second by Sharon Wilcoxon, the board voted to approve the Cisco College Title IX Policy, as presented. Motion passed 7 – 0, with Regent Conring absent.

At 8:20 p.m., Regent Jerry Conring arrived at the meeting.

President Dr. Anglin discussed and reviewed the contract renewal for Great Western Dining with the board members. After a brief discussion, Regent Adams moved and Regent Whatley seconded to renew and extend the contract with Great Western Dining Service, Inc., as presented. Motion passed 8 – 0.

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 8:25 p.m. on May 14, 2018, for the Discussion of Personnel Matters, as provided by Secs. 551-071 through 551-076 of the Texas Government Code, specifically 551.74.

At 9:18 p.m., the Board of Regents of Cisco College returned to Open Meeting on May 14, 2018. President Kimbrough announced no decisions were made and no votes were taken while in Closed Session.

Returning to Agenda Item A, postponed earlier in the meeting, regarding faculty contract recommendations for the 2018-2019 college year, Regent Adams moved and Regent Jarvis seconded to approve the faculty contract renewals, as presented. Motion passed 8 – 0.

For Agenda Item J, Consider President's Contract, Regent Adams moved and Regent Whatley seconded to add another year to President Dr. Anglin's three year rolling contract. Motion passed 8 – 0.

President, Dr. Thad Anglin, announced there were a few resignations announced since the last meeting, they include Marla White, Financial Aid Counselor; Angie Cook, Division Chair – Liberal Arts and Professor of English; and Heidi Nobles, Professor of English. There was one retirement announced, Katherine Muller, Professor of Mathematics and Accounting. There were no terminations announced. There were no recommendations for the employment of part-time personnel. Recommendations for full-time employment included Kristi Timerson, Financial Aid Counselor; Katie Thompson, Financial Aid Counselor, and Hope Hargrove, Director of Performing Arts. There were no other personnel matters and on a motion by Regent Jarvis and a second by Regent Wilcoxon, the board voted to accept the resignations, retirement, and the recommendations for full-time employment, as presented. Motion passed 8 – 0.

Remarks from the Faculty Senate Representative, Zane Laws (filling in for Brandi Terry), introduced himself to the board and informed them that he will be the Faculty Senate President for the 2018-2019 college year. Mr. Bill Hagood will be the Vice President. They are both looking forward to their new roles.

Under Remarks by the President, Dr. Anglin thanked the board and appreciates their support and feedback.

In Remarks by Board Members, Regent Ronnie Ledbetter commented that President Dr. Anglin is a breath of fresh air. Other members agreed.

The next board meeting is June 11, 2018.

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

Meeting adjourned at 9:29 p.m.

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

Ricky Whatley, Secretary
Board of Regents
Cisco College

Brad Kimbrough
Board of Regents
Cisco College