

Cisco College Board of Regents
Regular Board Meeting
July 11, 2022

The Cisco College Board of Regents met on Monday, July 11, 2022, 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 Rick Watts, and Secretary Ricky Whatley. Regents present were Staci Wilks, Kenneth Preston, and Greg Cary. Regents Matt Johnson, Jerry Conring, and Joe Jarvis were absent. College administrators present were Dr. Thad J. Anglin, President; Dr. Jerry Dodson, Vice President for Student Services and Athletic Director; and Audra Taylor, Chief Financial Officer and Dean of Business Services. Sydni Rabb, Executive Assistant, was present.

Guests present during the meeting included Roger Tighe, Cisco College Chief of Police and Heather Hicks, current Dean of Instruction (incoming Vice President of Instruction).

Regent Staci Wilks offered the 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 June 13, 2022. 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 June 30, 2022. The first page shows the *Cash/Investment* totals followed by the *Revenues* on the 2nd page. In summary, we have a surplus of approximately \$3,000.

Vice President for Student Services and Athletic Director, 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 update report for the terms Summer II and Fall 2022, and compares the numbers to the previous 2021 and 2020 terms. There are currently 594 students enrolled after the drops this afternoon.

CFO and Dean of Business Services, Audra Taylor, gave a Quarterly Investment Summary for the period ending May 31, 2022. The top sheet of the report indicates the College's investments; all other pages are broken out by individual fund. Cisco College's current investment strategy is to protect the College's investments and preserve liquidity. There were no new CD's added this quarter. Dean Taylor stated that investments, according to the Public Policy Investment Act, must be made with a financial institution whose home offices or main bank is located within the state of Texas. Cisco College total investment is currently at \$4.5 million.

Dean Taylor continued and presented information that in late July or early August the tax rate approval process usually begins. During the week beginning July 18, Eastland County Appraisal District certifies 2022 taxable value. By July 25 or as soon thereafter as practical, the College shall receive the no-new-revenue tax rate and the voter-approval tax rate as calculated by the Eastland County Appraisal District. On August 1st, the College will hold a meeting to adopt a proposed tax rate. On August 8th, the Eastland County Appraisal District will mail post cards to every tax payer. During the week of August 15th, the College will publish the proposed tax rate in the newspaper and on the website in the form prescribed by the Comptroller of Public

Accounts. The public hearing may not be held before the fifth day after the notice of the public hearing is given. A possible date for the public hearing is September 12th, 2022, before the regular Board meeting to adopt the tax rate. After a brief discussion, the board agreed to meet on August 1st at 6:00 p.m., to adopt a proposed tax rate and to hold the public hearing on September 12th, before the regular board meeting to adopt the tax rate. Regent Rick Watts moved and Regent Staci Wilks seconded to set the tax hearings as discussed. Motion passed 5 – 0, with Regents Johnson, Conring, and Jarvis absent.

President Dr. Anglin presented the Summary Proposed Budget for the fiscal year 2022-2023 to the board. He informed and discussed the following: Budget Changes – decrease tuition and fee revenue on flat enrollment and \$10 per SCH CH increase; increase to out of state tuition (adjustment for out of state waiver for student athletes); position reclassification – Dean of Business Services to Vice President for Business Services; increase dorm revenue; FTE position cheer coach (move from PT to FT); reduced special projects (bond reissue on the Abilene building); added Cross Country Track (scholarship and athletic operations); increase property tax revenue; property tax increased; increased travel mileage reimbursement; increase IT service contracts; board rate increase (revenue and expense); FTE Biology/Math Instructor (reduced adjunct/overload) – will have a positive impact on enrollment; Cisco custodians/grounds maintenance increase; position restructure combined Abilene operations position and procurement – salary spread across both areas; Don Eddleman – move from part-time to full-time – benefits; remove 1 (FTE) custodian at Abilene – pay increases custodial/maintenance staff; and position restructure – combined recruiter and student activities. Strategic Budget Priorities – enrollment and student success (retention); long range planning – develop a budget that addresses future Cisco College needs (FY 23 and FY 24); being aware of state issues formula funding (rural college funding); meet market proven demands (programs, online courses, career/technical/workforce training); connect budget to college’s strategic plan and master plan; grant development and management; compensation study; critical deferred maintenance; campus safety; and build institutional reserves. Afterwards, Dean Taylor went through the 2022-2023 summary budget with the board in detail. Regent Greg Cary moved to approve the proposed budget for the fiscal year 2022-2023, as presented, Regent Ricky Whatley seconded. Motion passed 5 – 0, with Regents Johnson, Conring, and Jarvis absent.

The college currently owns a 24 passenger people mover that is unreliable and unable to be maintained. After a significant search for a replacement vehicle, we’ve identified a used model that will meet the needs of the college for many years. The cost is between \$250 - \$275K. The bus purchase will significantly reduce costs in chartering buses for student transportation. On a motion by Regent Preston and a second by Regent Wilks, the board approved the purchase for the college bus, as presented. Motion passed 5 – 0, with Regents Johnson, Conring, and Jarvis absent.

Dr. Anglin gave a Facilities Maintenance and Operations Plan update to the board members. This included updating the College’s Master Plan (M&O priorities); building and space utilization audit; Media Creation Center MC2 (AEC 120) – support faculty program marketing and recruitment; Business Office remodel – Abilene Campus; FY 22-23 M&O project planning (ongoing); continue to address deferred maintenance (building exteriors, roof structures, HVAC, boilers, plumbing); significant progress in classrooms/labs – (IT/equipment, paint, desk/chairs, ceilings, old chalk board replacements, etc.); college auditorium audio upgrades; and prioritize campus safety and security. Will continue to keep the board updated.

President, Dr. Thad Anglin, announced there were a few resignations, Philip Hernandez, Remediation Specialist and Instructor; Hae Sean Kim, Remediation Specialist; Rebecca Hargus, Executive Administrative Assistant to the Vice President for Instruction; and Edmund Tarleton, Assistant Football Coach and Residential Dorm Supervisor. There were no retirements, terminations, or recommendations for part-time employment. Recommendations for full-time employment included Dominic Robinson, Dorm Supervisor/Assistant Baseball Coach; Michelle Wilson, Director of Clinical Education (DCE); Misty Brookman, Coordinator of Student Recruitment and Engagement; Wendy Keller, HR/Payroll Coordinator; Steven Rowzee, Dorm Supervisor/Assistant Football Coach; and Heather Hicks, Vice President for Instruction. Under Other Personnel Matters, Beverly Massey, to be named the Director of Procurement and Building Operations (AEC). On a motion by Regent Wilks and a second by Regent Whatley, the board voted to accept the resignations, recommendations for full-time employment and Ms. Massey being named the Director of Procurement and Building Operations and the Abilene Campus, as presented. Motion passed 5 – 0, with Regents Johnson, Conring, and Jarvis absent.

Under Remarks by the President, Dr. Thad Anglin, Enterprise Resource Planning (ERP) – on campus proposals; Professional Development Day completed – customer service, email etiquette, and communication practices between offices was provided. Emphasis was placed on working towards a culture of caring; formal greetings when students enter the offices, answering phone calls, making eye contact, staying in communication with students regarding issues, having offices or workspaces that are open and inviting, and assisting students in connecting with the right office or employee; nursing testimonial; HVAC social media short; and next Board meeting is August 8th.

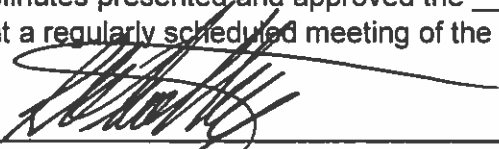
There were no Remarks from Board Members.

The next board meeting is August 8, 2022.

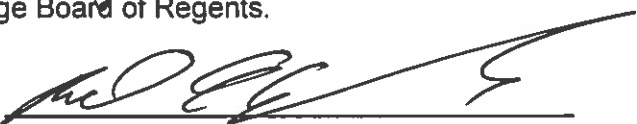
President Kimbrough entertained a motion to adjourn. Regents Wilks and Preston obliged with a motion and second, respectively. Motion carried.

Meeting adjourned at 9:10 p.m.

Minutes presented and approved the 8 day of August, 2022, at a regularly scheduled meeting of the Cisco College Board of Regents.



Ricky Whatley, Secretary
Board of Regents
Cisco College



Brad Kimbrough, President
Board of Regents
Cisco College