MINUTES OF A REGULAR MEETING OF THE
TEXARKANA COLLEGE BOARD OF TRUSTEES

Tuesday, October 26, 2010
5:00 p.m.
Texarkana College, Truman Arnold Student Center, VIP Room

The regular meeting of the Texarkana College Board of Trustees was called to order by President Randy Moore at 5:03 p.m. The following members were present: Tom Coleman, Dr. Andrew Curry, Julie-Ray Harrison, Jennell Ingram, Molly Beth Malcolm, David Potter II, and Dr. C. Jack Smith. Not present was Terry Taylor. Also present were Dr. Alan Rasco – TC President; Jeff Lewis – College Attorney.

Mr. Trace Smith presented Mike Craven, Chairman of the Texarkana College Foundation, a check in the amount of $2,500. This donation was the third installment of a $25,000 endowed scholarship given on behalf of the William T. Smith Family.

Mrs. Julie-Ray Harrison made a motion, seconded by Mrs. Jennell Ingram, to approve the consent agenda which included the minutes of the September 24, 2010 Special Called Meeting and the regular minutes of the September 2010 board meeting. The motion passed.

Mr. Moore gave a brief overview of the Southern Association of Colleges and Schools Special Committee Report noting that it was a very positive report and that no fault was found with any member of the board. The only recommendation from the SACS Special Committee was for the trustees to participate in training that focuses on appropriate roles and responsibilities of governing boards. The committee found the Board of Trustees to be a well balanced group of Texarkana College advocates. Mr. Moore reported the board had just completed several days of workshops in conjunction with the ACCT 2010 Leadership Congress and that there would be state level training within the next few weeks. Dr. Rasco is planning a training to satisfy the SACS recommendation. Mr. Moore also stated that board members received their first “TC Today” via email. This is an electronic publication updated twice weekly which notifies students and employees of current campus events. Mr. Moore noted this was a positive move toward increasing communication within the college which was suggested by SACS.

Dr. Alan Rasco gave his report. An electronic newspaper, “TC Talk”, will be available within the month. It will be disseminated in the college service area. The first “cluster” luncheon was held Friday, October 15, with over thirty five members of the media in attendance. Other cluster luncheons have been scheduled throughout the year to maintain close working relationships with local businesses and to get feedback on skill sets students should have when they go to work in a particular area. Administrators, faculty and staff will be meeting with Dr. Kent Farnsworth on Friday, October 29, for the Achieving the Dream Data Summit. The purpose of the summit is to analyze data collected by the institutional effectiveness team. The Southern Association of Colleges and Schools Special Committee report suggested the college should increase communication within the
institution. In order to help open internal communications Dr. Rasco plans to form a committee composed of faculty, staff and students to discuss topics of interest to the institution.

Dr. Lynn Persyn, Vice-President of Learning, reported that the Cosmetology Department was approved as a Pivot Point Academy. Pivot Point International Inc. is an elite organization providing educational structure and training to faculty and students and a national certification for cosmetology graduates. The college is working to convert from the quarter system to the semester system for certificate programs to be in compliance with the state. Texarkana College is the only college still using the quarter system. Converting to the semester system will give students an opportunity to get an Associate’s Degree and move on to Texas A&M- Texarkana for a BAAS Degree. Work is also being done to bring each workforce program to the level necessary for national certification, because students completing certificated programs get jobs. There are many changes ahead in curriculum. The administrators, faculty and staff are meeting regularly to prepare for the SACS mid-cycle accreditation visit. Plans for a master calendar on the TC website are currently underway.

Dr. Dan DoBell, Vice-President of Administrative Services & Finance, informed the Board he would provide complete year end budget reports versus actual analysis reports when the audit is completed. The business office is currently reconciling some of the processes with Banner and it will probably be January before actual monthly statements will be available for the Board. The audit is going well and for the first time ever Texarkana College will prepare the audit report internally. This is the biggest audit the campus has ever had. The KTXK advisory board is still in the formative stages of deciding how they will operate. The Benefits Committee met to re-establish the purpose of the committee, to develop protocols and to identify individuals to replace those whose terms had expired. The group circulated a draft charter for comment.

Dr. Greg Myers, Director of Institutional Effectiveness, reiterated information on the upcoming Achieving the Dream Data Summit which will give everyone on campus a chance to look at the data collected on student achievement. A luncheon with Dr. Kent Farnsworth and the Community Advisory Council is scheduled for noon on that day. The IPEDS data collected has been submitted to the Achieving the Dream data consulting organization and should be accessible to the institution soon. Work is continuing on several Coordinating Board reports relating to the number of licensures and number of students graduating from programs. The graduate survey is being reviewed to determine if it will require modification. Fifteen reaffirmation teams have been formed to use the web-based accreditation reporting system, Compliance Assist. The teams will be reviewing policy, procedures and data.

Ben Talley, Chief Information Officer, discussed the need for an emergency response system. There is no unified communication system on the campus. Student and employee safety is a major concern. The IT team is researching what can be done to implement a phone system that could also serve as the emergency management communication. Meetings are planned with local vendors to begin processing the scope of this project. Mr.
Talley reported the HR department is set to go live on January 1, 2011, but noted there are several risks that could possibly delay the implementation. One risk is the lack of a check printing system. A custom built process for check printing is being utilized as a stop-gap measure, the purchase of Intellicheck would be a better solution. Mr. Talley listed each project which Sungard has completed or is working on as the company is approaching a one year anniversary at Texarkana College.

Mr. Moore noted that the November board meeting will be held on November 30, 2010, rather than on the regularly scheduled date due to Thanksgiving.

At 6:25 p.m. the open session of the meeting recessed and went into executive session pursuant to the following sections of Texas Government Code, Chapter 551:

- Section 551.071 – Private Consultation with the Board’s attorney.
- Section 551.072 – Discussing or deliberating purchase, exchange, lease or value of real property.
- Section 551.073 – Discussing or deliberating negotiated contract for prospective gift.
- Section 551.074 – Discussing or deliberating appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee.
- Section 551.076 – Discussing or deliberating the deployment or specific occasions for implementation of security personnel or devices.
- Section 551.084 – Investigation; exclusion of witness from a hearing during examination of another witness.
- Section 551.087 – Discussing economic development negotiations or offer of financial or other incentive to business prospects.
- Section 551.088 – Deliberation regarding test item or information related to a test item pertaining to license or certification test administered by the college.

At 8:23 p.m., the Board reconvened in open session.

A motion to adjourn was made by Dr. Jack Smith and seconded by Mrs. Ingram. The motion passed and the meeting was adjourned.

Respectfully submitted by:

MOLLY BETH MALCOM
Secretary