

**ALABAMA COMMUNITY COLLEGE SYSTEM BOARD OF TRUSTEES
MINUTES OF THE MEETING HELD ON
WEDNESDAY, DECEMBER 14, 2016, 10:02 A.M.**

The Alabama Community College System Board of Trustees (also referred to herein as the Board) held a meeting at 10:02 a.m. on Wednesday, December 14, 2016, in the Board Room of the Alabama Community College System building in Montgomery, Alabama. The meeting was called in accordance with Act No. 2015-125.

**PRESIDING: MR. AL THOMPSON
VICE PRESIDENT**

The meeting was called to order by Mr. Thompson. The Pledge of Allegiance followed the invocation by Dr. James Klauber, President of John C. Calhoun Community College.

On roll call, the following Board members were present:

Mr. Al Thompson
Mr. Ron Fantroy
Mrs. Susan Foy
Mr. Frank Caldwell
Mrs. Crystal Brown
Mr. Milton Davis
Mr. Chuck Smith
Mr. Blake McAnally
Mrs. Mary Scott Hunter

Also present was Mr. Jimmy H. Baker, Acting Chancellor of the Alabama Community College System. Absent was Governor Robert Bentley.

APPROVAL OF AGENDA

On motion by Mr. Davis, second by Mr. Fantroy, the agenda was approved unanimously without discussion as presented.

APPROVAL OF MINUTES

On a motion by Mrs. Foy, second by Mrs. Brown, the Board voted unanimously to adopt the Minutes of the November 9, 2016 meeting as presented without discussion.

SECTION VI

ALABAMA COMMUNITY COLLEGE SYSTEM / ROBOTIC TECHNOLOGY PARK

Mr. Thompson recognized Mr. Jeff Lynn to speak to the Board about the Robotics Technology Park. Mr. Lynn announced a new collaboration and partnership with the Robotics Technology Park. He said that the new partnership would be managed at the System Office for all the schools throughout the state. He recognized Secretary of Commerce Greg Canfield and Deputy Secretary of Commerce, Workforce Division, and Director of AIDT Ed Castile. Mr. Lynn invited Secretary Canfield to offer comments regarding the collaboration. Secretary Canfield said that this collaboration, this agreement that we have today points to the future of economic development and education going hand in hand. "We know that some of the biggest challenges facing states today, including Alabama, is developing a workforce that possesses the skills that are necessary and the type of education that is necessary to answer the career opportunities and job opportunities for the future. I am very proud that the Alabama Department of Commerce through AIDT and through our facility at the Robotics Park are able to work in a continuing partnership with the Alabama Community College System. This partnership will allow us to work system-wide within the Community College System with this facility. I believe that your direction, your vision and the strategic importance that you place on developing workforce skills

that go along with educational rigor will continue to be important and this agreement will continue to highlight that importance. We are proud to be partners with you. We believe that this partnership is important to our future and to the future of Alabama. Thank you on behalf of the Alabama Department of Commerce, as well as the office of Governor Bentley for entering into this very ground breaking, collaborative agreement between our two parties. We look forward to working with you.”

Mr. Lynn stated that this is a unique asset that we have. Being able to create a partnership with this asset to roll out to all of our community colleges across the state and plans for all K-12 to come up for summer camps and etc. to help our students and our existing companies, but also our future companies that we are aspiring to move to our state. We look forward to this partnership. Several of our colleges will be satellite schools at this particular robotic center. It is going to do nothing but strengthen our ability to serve our citizens.

Mr. Thompson thanked Secretary Canfield and Mr. Castile. He said we look forward to working with you in the future. Mr. Baker mentioned that he and Secretary Canfield met with Senator Orr who is vitally interested and excited about this project.

SECTION VII
PUBLIC COMMENT

There were no individuals registered to speak during the Public Comment portion of the meeting.

SECTION VIII
**(ACADEMIC AND STUDENT AFFAIRS, ADULT EDUCATION, FACILITIES, FISCAL,
INFORMATION TECHNOLOGY, AND WORKFORCE DEVELOPMENT)**

ADOPTED

On motion by Mr. Smith, second by Mr. Davis, the Board voted unanimously to approve the following three (3) items:

BEVILL STATE COMMUNITY COLLEGE
CONSTRUCTION AND RENOVATON PROJECTS AND ISSUANCE OF BOND
64.140.2016.002

The Board unanimously authorized the issuance of its approximately \$4,684,000 Bevill State Community College limited obligation revenue bond, Series 2016, for the purpose of renovating Buildings 1200 and 200 on Bevill’s Sumiton Campus and demolition of Davis Hall and construction of a one-stop center in the same location on the Jasper Campus. The Board further authorized that other details of the said Series 2016 Bond be set forth in the resolution. Fiscal consideration: \$4,684,000 – Revenue Bond; \$300,136 – Approximate Annual Debt Service

JOHN C. CALHOUN COMMUNITY COLLEGE
CONSTRUCTION AND RENOVATON PROJECTS AND ISSUANCE OF BOND
12.281.2016.001

The Board unanimously authorized Calhoun Community College to renovate the Main Building on the Huntsville campus. The Board further authorized the purchase of information technology infrastructure, equipment and furniture for the newly renovated building. Planning must be completed and construction contracts executed no later than December, 2017, or this authorization will expire. Fiscal consideration: \$2,043,283 – College Unexpended Plant Fund

JOHN C. CALHOUN COMMUNITY COLLEGE
CONSTRUCTION PROJECT – AUTOMOTIVE TECHNOLOGY BUILDING
12.280.2016.002

The Board unanimously authorized Calhoun Community College to construct a 23,400 square foot building for automotive technology. The Board further authorized the purchase of automotive equipment, tools, furniture, information technology and security equipment for the newly constructed building. Planning must be completed and construction contracts executed no later than December, 2017, or this authorization will expire. Fiscal consideration: \$6,917,000 (\$1,500,000 – State Appropriations + \$5,417,000 – Grants and Unexpended Plant Funds)

ALABAMA COMMUNITY COLLEGE SYSTEM OFFICE AND INSTITUTIONS
2017-2018 BUDGET REQUEST

On motion by Mr. McAnally, second by Mrs. Brown, the Board unanimously approved the 2017-2018 budget request for the Alabama Community College System and the Alabama Community College System Office. Fiscal consideration: \$367,158,624 Operations Request from the Education Trust Fund (ETF)

ALABAMA COMMUNITY COLLEGE SYSTEM
ALLOCATION OF 2016-2017 INDUSTRY CERTIFICATION FUNDS – EXISTING
TRAINING PROGRAM

On motion by Mr. McAnally, second by Mr. Caldwell, the Board unanimously authorized the Chancellor to distribute through a grant from the legislative appropriation for Industry Certification Initiatives the sum of \$26,320 to Jefferson State Community College for existing industry training. Specific use of these funds are limited to Industrial Maintenance Certificate Training. Fiscal consideration: \$26,320 – 2016-2017 Industry Certification Initiative Funds

SECTION IX
(EXECUTIVE, LEGAL AND PUBLIC INFORMATION)

ADOPTED

ALABAMA SOUTHERN COMMUNITY COLLEGE, FAULKNER STATE
COMMUNITY COLLEGE AND JEFFERSON DAVIS COMMUNITY COLLEGE
APPROVAL OF THE CONSOLIDATION OF ALABAMA SOUTHERN COMMUNITY
COLLEGE, FAULKNER STATE COMMUNITY COLLEGE AND JEFFERSON DAVIS
COMMUNITY COLLEGE

Mr. Thompson asked President Gary Branch to speak to the Board. Dr. Branch stated they celebrated last weekend in Atlanta when the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) approved the consolidation of Alabama Southern Community College, Faulkner State Community College and Jefferson Davis Community College. That action was approved by SACSCOC without one request for additional information and without a request for additional follow-up. He said this is almost unheard of when you are looking at something as complicated as this process has been over the last thirteen months. We are proud of what we have accomplished.

Dr. Branch introduced several of his staff who were instrumental in achieving SACSCOC approval of the consolidation. Sara Godwin – PR Director, Lloyd Wing - Sports Information Director, Dr. Brenda Kennedy – Vice President of Institutional Advancement and Student Development, Jessica Davis – Assistant to the President for Business Services, and Patty Hughston – Dean of Workforce Development and Technology.

Dr. Branch said that a Work Session will be held on January 5, 2017, with employees from all campuses where we will share information on the work that is ahead of us. He stated, “We hope that this will be an event that will get us all on a successful path of doing the actual business of consolidation.”

Mr. Baker mentioned to the Board that the action item included the final transfer of the operation and management of the Aviation Program to Coastal Alabama Community College.

On motion by Mr. Davis, second by Mrs. Brown, the Board unanimously approved the consolidation of Alabama Southern Community College, Faulkner State Community College, and Jefferson Davis Community College, to become Coastal Alabama Community College with the regional main campus being located at the Bay Minette campus of Coastal Alabama Community College, effective January 11, 2017. Fiscal consideration: Cost savings by redistribution of resources from duplicative administrative functions, courses and student activities.

WALLACE STATE COMMUNITY COLLEGE – HANCEVILLE
PURCHASE OF REAL PROPERTY

On motion by Mr. Caldwell, second by Mr. Smith, the Board unanimously authorized the President of Wallace State Community College-Hanceville, to purchase approximately 0.37 acres of land and a 39 year old 1,212 square foot residential structure located adjacent to the south entrance along College Drive. This purchase must be executed within six months. Fiscal consideration: \$65,000 (approximately) – College Plant Fund (Unexpended)

GEORGE CORLEY WALLACE STATE COMMUNITY COLLEGE – SELMA
BOOKSTORE OPERATION AGREEMENT – BARNES AND NOBLE
COLLEGE BOOKSELLERS, LLC

On motion by Mrs. Foy, second by Mr. Davis, the Board unanimously authorized the President of George Corley Wallace State Community College (WSCCS) to renew its five-year bookstore operation and services agreement with Barnes & Noble College Booksellers, LLC (Barnes & Noble) for an initial period beginning October 1, 2016 and ending on September 30, 2021. Fiscal consideration: The College shall receive a commission of 8% on all gross sales up to \$900,000.00 and a commission of 12% on all sales over \$900,000.00. In addition the College shall receive \$5,000.00 each year for textbook scholarships and a one-time donation of four laptop computers.

ALABAMA COMMUNITY COLLEGE SYSTEM
CYBER LIABILITY INSURANCE

On motion by Mr. Davis, second by Mr. Fantroy, the Board unanimously authorized and directed each college and Alabama Technology Network (ATN) to purchase cyber liability insurance coverage under a policy recommended by the Acting Chancellor for the coverage period December 15, 2016, and ending December 14, 2017.” The Board further approved that the annual premium be apportioned among the colleges and ATN as determined by the Acting Chancellor. Fiscal consideration: \$96,134 (Current Unrestricted Fund)

ALABAMA COMMUNITY COLLEGE SYSTEM
RECOMMENDATION REGARDING ADOPTION OF SERIES 200 POLICIES

On motion by Mrs. Brown, second by Mr. Caldwell, the Board of Trustees unanimously adopted the Series 200 policies as shown below. The Board further approved that the policies take effect immediately. Fiscal consideration: None

Series 200: Local College Administration

- 201.01: Calendar
- 202.01: Advisory Committees
- 203.02: President: Line of Authority
- 203.03: President: Resignation
- 203.04: President: Temporary Appointment
- 204.01: Appointment of Local Administrative Staff
- 205.01: Nepotism: Statute
- 205.02: Nepotism: Policy
- 205.03: Employment of Relatives
- 205.04: Disclosure of Employment of Relatives

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205.05: Supervision and Evaluation of Relatives
205.06: Disclosure and Approval of Contract Information
206.01: Court Orders
207.01: Position Announcements: Professional Faculty or Staff
208.01: Legislation
209.01: Coordination of Legal Counsel
210.01: Policies
211.01: College Closings
212.01: Educational Accreditation Agencies
213.01: College-Related Foundations
214.01: Records: State Records Commission
215.01: Alabama College System Lobbying Activities
216.01: Political Action Committees
217.01: Conferment of Title of Emeritus
218.01: Conferment of Distinguished Service Award
219.01: Violence Threat Response
220.01: Elected State Officials: Employment Prohibited
221.01: Proper Signification of Earned and Honorary Degrees

ALABAMA COMMUNITY COLLEGE SYSTEM BOARD OF TRUSTEES
2017 BOARD MEETINGS AND WORK SESSION SCHEDULE

On motion by Mr. Davis, second by Mr. Smith, the Board unanimously approved the 2017 Board Meetings and Work Session schedule. Fiscal consideration: none

SECTION X
PERSONNEL

Acting Chancellor Baker said that he has two items dealing with Personnel. Each item will require a separate vote, motion and second.

On December 2, 2016, Dr. Hank Dasinger informed me of his intention to resign the presidency of J. F. Ingram State Technical College. He has decided to pursue a career in higher education. He will be working with Troy University in Montgomery. I recommend that we officially accept his resignation.

On motion by Ms. Brown, second by Mr. Davis, the Board unanimously approved accepting Dr. Hank Dasinger's resignation.

Regrettably, I must ask you today to approve the termination of Dr. Valerie Richardson, President of Bishop State Community College. As you may recall, Chancellor Heinrich met with Dr. Richardson in February, 2016, to discuss matters of the college's administration and Dr. Richardson's performance, including her lack of communication and relationship-building with community leaders, staff and other elected leaders. Chancellor Heinrich felt these issues were critical in order to develop support for and to create success for the College. From February until now Dr. Richardson has remained on paid administrative leave. Both Dr. Heinrich and I have made several attempts to counsel Dr. Richardson and we have offered her alternative employment positions to rehabilitate her performance in order to pave the way for a successful future employment with the ACCS. Dr. Richardson has found our offers to assist her objectionable and we have unfortunately not been able to come to an agreement for alternative employment for her. The circumstances have left us with no further option but to separate her from the college's and the system's continued employment.

Mr. Vice President, it is unfortunate, but I must now ask the Board of Trustees to approve my recommendation that Dr. Richardson's employment be terminated so that we may move forward with the administration and development of Bishop State Community College.

On motion by Mr. Smith, second by Mr. Davis, the Board approved accepting the Chancellor's recommendation to terminate Dr. Valerie Richardson. The vote was 7 in favor with Mr. Fantroy abstaining.

SECTION XI
(CHANCELLOR'S REPORT)

Mr. Baker asked Ms. Michelle Sylvester to report to the Board on our activity toward the filling of Presidential vacancies in the System. He said we have chosen first to advertise the notice of vacancy at Shelton State.

Ms. Sylvester said at the last Board meeting the Board was provided with a general overview and timeline for the Shelton State Community College Presidential search. Since that time we have had a slight modification to the timeline. The modified timeline has been provided to the Board. She stated that we have employed the Myers McRae Executive Search and Consulting firm to conduct the searches for the upcoming Presidential searches. Myers McRae is headquartered in Macon, Georgia. They have worked with us on numerous other Presidential searches and we are looking forward to working with them. Mr. Baker officially launched the Shelton State Presidential search this week with the opening of an electronic portal which will allow the college community to provide input and feedback on what they would like to see in the qualities of their next president at the college. It will be open the entire month of December and closed on December 31. The publication of the Presidential vacancy announcement will be on January 6, 2017. As applications come in, we will also be working to form the Advisory Search Committee. In addition, the Chancellor will announce the full members of the Advisory Search Committee at the January Board meeting. The Committee will meet on February 1, 2017. At that meeting Myers McCray will begin to head the search process.

Ms. Sylvester introduced Ms. Emily Myers, Chief Executive Officer of Myers McRae, and Mr. Kenny Daugherty, Executive Vice President, to speak to the Board. Ms. Myers gave the Board a thumbnail sketch of their company. Mr. Daugherty spoke about his experience and how they vet the candidates. He said he looked forward to working with the System on this Presidential search.

Mr. Baker spoke about evaluating Presidents. He has asked a group of Presidents to develop a meaningful President Evaluation policy that relates to the quality of the school that is being managed. The policy will be sent to the Board's Policy Committee for their review. Mr. Baker asked President Perry Ward to speak.

President Ward shared the Chancellor's charge to the Presidents which was to create an evaluation process to best support our presidents' ability to help their institutions move forward in a continuously changing environment. He said the Chancellor specifically asked for a comprehensive, periodic, interactive evaluation process. We have put forth a much more detailed interactive process. He mentioned an important part of the process will include the Chancellor and his staff coming to the campus to interact with the President and staff for input and information. The Chancellor will draw up a report that will be sent to the President for a response. This is very different, but very significant. He said that we have also added interim presidents into the evaluation process by building their evaluation into the procedures of the policy. A process for a special evaluation of an institution will be created for situations and circumstances that require such an evaluation.

Mr. Baker thanked the Presidents who worked on the evaluation process. He said he appreciated their commitment to strengthen the process.

Mr. Thompson gave Ms. Hunter and opportunity to speak about the graduation rate. She said the State Board found out last week that the high school graduation rate in Alabama may not have been accurately reported. She said she wasn't completely surprised about the announcement since she had been receiving information from Presidents about the challenges resulting from students with diplomas but unable to do college-level work. This announcement offers us an

opportunity to be stronger going forward. She said she was embarrassed but will get to the bottom of it.

Ms. Foy thanked President Karolewics for the poinsettias. She asked Dr. Karolewics to express to her growers and students how beautiful they are and how much we appreciate them. She mentioned that this was their first full year on the Board. It has been exciting and challenging. She wished Chancellor Heinrich well as he continues to recover. She said she looks forward to the meetings. She said we appreciate all that you do.

Mr. Thompson thanked Dr. Karolewics for the poinsettias too. He said these were the biggest he had ever seen.

Dr. Branch gave the Board the first Coastal Alabama Community College's t-shirts.

Ms. Brown echoed Ms. Foy's sentiments and thanked everyone for the beautiful cards.

Mr. Thompson said our thoughts are with Chancellor Heinrich in his recovery and asked that we keep Chancellor Heinrich and his family in your thoughts and prayers.

SECTION XII
(DATE AND LOCATION OF NEXT MEETING)

The next Board meeting will be held in Montgomery at 10:00 a.m. on Wednesday, January 11, 2017, in the Board Room of the Alabama Community College System building in Montgomery, Alabama. A work session will follow at 1:00 p.m. in the Presidents Conference Room.

ADJOURNMENT

On a motion by Mr. Davis, second by Mr. Smith, the Board meeting was adjourned at 11:26 a.m.

Vice President

Acting Chancellor