

**ALABAMA COMMUNITY COLLEGE SYSTEM BOARD OF TRUSTEES
MINUTES OF THE MEETING HELD ON
WEDNESDAY June 12, 2019, 10:01 A.M.**

The Alabama Community College System Board of Trustees (also referred to herein as the Board) held a meeting at 10:01 a.m. on Wednesday, June 12, 2019, 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
CHAIRMAN**

The meeting was called to order by Mr. Thompson.

The invocation was delivered by Dr. John Ed Mathison of John Ed Mathison Leadership Ministries and was followed by the Pledge of Allegiance.

On roll call, the following Board members were present:

Mr. Al Thompson
Mr. John Mitchell
Mr. Matthew Woods
Ms. Crystal Brown
Mr. Milton Davis
Ms. Susan Foy
Mr. Chuck Smith
Mr. Blake McAnally
Mr. Jeffrey Newman

Also present was Mr. Jimmy H. Baker, Chancellor of the Alabama Community College System. Absent was Governor Kay Ivey.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

On motion by Mr. McAnally, second by Mr. Woods, the Board voted unanimously to adopt the Minutes of the June 12, 2019 meeting as presented without discussion.

**SECTION VI
PUBLIC COMMENT**

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

Chairman Thompson recognized the Instructional Administrators Association and thanked them for their interest in and attendance at the Board Meeting.

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

ADOPTED

SHELTON STATE COMMUNITY COLLEGE
TECHNOLOGY CLASSROOM ADDITION/RENOVATION

On motion by Mr. Smith, second by Mr. Davis, the Board unanimously authorized Shelton State Community College to proceed with design and construction of an addition to and renovation of the Cafetorium on the Fredd campus to add a new Technology Classroom. Design shall be completed and construction contracts executed no later than May 31, 2020. Fiscal Consideration: \$1,283,000 Title III Funds.

WALLACE STATE COMMUNITY COLLEGE - HANCEVILLE
WELDING CENTER AND BUSINESS INCUBATOR

On motion by Mr. Woods, second by Mr. Davis, the Board unanimously authorized Wallace State Community College to proceed with design and construction of a joint Welding Center and Business Incubator at its Hanceville Campus. Design shall be completed and construction contracts executed no later than May 31, 2020, Fiscal Consideration: \$7,649,233 (\$5,649,233 Wallace State Community College Unexpended Plant Funds, \$2,000,000 Grant Funding from the US Economic Development Agency).

LURLEEN B. WALLACE COMMUNITY COLLEGE
HVAC REPLACEMENT PROJECT

On motion by Mr. Smith, second by Ms. Foy, the Board unanimously authorized Lurleen B. Wallace Community College to proceed with design and construction of an HVAC replacement project for Building A at the MacArthur (Opp) Campus. Design shall be completed and construction contracts executed no later than May 31, 2020. Fiscal Consideration: \$624,443 – Lurleen B. Wallace Community College Funds.

ALABAMA COMMUNITY COLLEGE SYSTEM
ALLOCATION OF FY2018-2019 INDUSTRY CERTIFICATION INITIATIVE FUNDS

On motion by Mr. Davis, second by Ms. Brown, the Board unanimously authorized the allocation of a portion of the FY2018-2019 Industry Certification Initiative Funds as outlined below. Fiscal Consideration: \$939,097 FY2018-2019 Education Trust Fund Industry Certification Initiative Funds.

Community College	Description	Req. Amt.
Gadsden State Community College	Funds will be used to purchase equipment and provide student remediation support for the FAME AMT Program	\$113,080
Northwest Shoals Community College	Funds will be used to purchase equipment for FAME AMT Program	\$121,739
Enterprise State Community College	Funds will be used to purchase equipment for Industrial Maintenance Program	\$72,278
J.F. Drake State Community & Technical College	Funds will be used to purchase Vizitech virtual and augmented reality equipment, installation, and training	\$250,000
Chattahoochee Valley Community College	Funds will be used to purchase Vizitech virtual and augmented reality equipment, installation, and training	\$250,000
Alabama Technology Network	Funds will be used to purchase equipment for PLC training	\$132,000
	Total	\$939,097

SECTION VIII
(EXECUTIVE, LEGAL AND PUBLIC INFORMATION)

ADOPTED

REID STATE TECHNICAL COLLEGE
REVIEW AND APPROVAL OF MISSION STATEMENT

On motion by Mr. Smith, second by Mr. Davis, the Board unanimously approved the Mission Statement of Reid State Technical College.

GEORGE C. WALLACE COMMUNITY COLLEGE -DOTHAN
REVIEW AND APPROVAL OF MISSION STATEMENT

On motion by Ms. Brown, second by Ms. Foy, the Board unanimously approved the Mission Statement of George C. Wallace Community College - Dothan.

J.F. INGRAM STATE TECHNICAL COLLEGE
REVIEW AND APPROVAL OF MISSION STATEMENT

On motion by Mr. Smith, second by Mr. Davis, the Board unanimously approved the Mission Statement of J.F. Ingram State Technical College.

ALABAMA COMMUNITY COLLEGE SYSTEM
RECOMMENDATION REGARDING ADOPTION OF SERIES 600 POLICIES

On motion by Ms. Brown, second by Ms. Foy, the Board unanimously adopted the Series 600 Policies listed below, with said policies taking effect on June 12, 2019:

- Policy 606.03: Salary Schedule Exceptions
- Policy 606.04: Placement of Current Salary Schedules
- Policy 606.09 Salary Schedules
- Policy 617.01: Resignations

Mr. McAnally expressed his appreciation for the work on these policies. Mr. McAnally stated that these policies demonstrate transparency, clarity and consistency across all the colleges.

Chairman Thompson thanked the policy committee for their work on the policies.

LURLEEN B. WALLACE COMMUNITY COLLEGE
LEASE AGREEMENT

On motion by Mr. Davis, second by Mr. McAnally, the Board unanimously authorized the Alabama Community College System for the benefit of and on behalf of Lurleen B. Wallace Community College to enter into an agreement with the Lurleen B. Wallace Community College Foundation for the lease, operation and management of the Foundation's student residential property known as Saints Hall. Fiscal Consideration: \$24,000.00 - Estimated Annual Revenue to College After Operating Expenses.

Ms. Brown expressed her thanks to Ed Whatley for his work and for inspecting the property.

Mr. McAnally thanked David O'Brien for the analysis and ROI that was provided to the board and for the efforts in providing complete information which allows the Board to make informed decisions.

Chair Thompson thanked Dr. Riedell for his work on the lease and all the good information provided.

BEVILL STATE COMMUNITY COLLEGE
BOOKSTORE OPERATION AGREEMENT WITH FOLLETT HIGHER EDUCATION
GROUP, INC.

On motion by Mr. Woods, second by Mr. Smith, the Board unanimously authorized the President of Bevill State Community College to execute a Bookstore Operation Agreement with Follett Higher Education Group, Inc. Fiscal Consideration: Follett will spend up to \$50,000 for bookstore upgrades. Bevill State shall receive a 5% commission on the commissionable sales from the operation of the bookstore up to \$750,000 plus 6% on commissionable sales in excess of \$750,000. Bevill State will have a guaranteed commission of \$45,000 in the first year and 90% of the calculated commission on commissionable sales for the previous year in all future years.

Mr. Woods earlier expressed his thanks to the colleges that were pursuing bookstore operation agreements. He feels it is a wise decision that provides a higher level of service to the students and improves the colleges financial bottom line.

Ms. Brown, Mr. McAnally and Mr. Smith thanked David O'Brien for his work in gathering information related to bookstore agreements currently in place within other system institutions and the preparation of his report to the Board. Mr. McAnally also thanked the Presidents for their prompt response which enabled Mr. O'Brien to prepare the report to the Board. Mr. McAnally also stated that he appreciated the presidents providing information in short order. Mr. McAnally thinks it is good to look at different business models and appreciates the creative way that the schools are looking to manage the bookstores. Mr. McAnally encouraged all presidents to look into bookstore operation agreements.

SECTION IX
PERSONNEL

Ms. Charlene Finkelstein, Human Resources, introduced the following new employees:

Deborah Spann, Business Analyst – Degree Audit
Michael Barnette, Career & Technical Education Coordinator
Kenneth Kirkland, Director of Health Programs

SECTION X
(CHANCELLOR'S REPORT)

Chancellor Baker asked Mr. Boone Kinard to give a legislative update. Mr. Kinard advised that in the final budget passed the Alabama Community College System received a \$34.8 million

dollar year over year increase. Mr. Kinard advised that the ACCS received one of the largest increases in the budget. Mr. Kinard thanked the presidents and board for making calls and sending emails to the legislators and feels that because their voices were heard the majority of the funds were restored in the final budget. Mr. Kinard gave a quick run down of some of the line item increases that were included in the budget for ACCS.

O&M - \$19.5 million
Prison Education - \$3 million
Adult Education \$640,000
Several programs related to Work Force Development received increases
ATN - \$250,000
Industry Certification Initiatives - \$1.3 million
Dual Enrollment - \$2.5 million

Bevill State Community College received \$950,000 to upgrade their Mine Safety Training facility. This increase comes with a dollar for dollar match from private industry in equipment. Mr. Kinard advised that this upgrade will make the Bevill facility state of the art.

Distance Learning received a \$2.8 million dollar increase.

Mr. Kinard thanked the legislative leadership and chairs for the final version of the budget.

Mr. Kinard discussed the new appropriations under ACHE for deferred maintenance grants. These will be funds that the colleges can apply for in the new fiscal year to help with deferred maintenance needs.

The budget included a 4% pay raise for K-12 employees and community college employees.

Mr. Kinard advised that he expects college allocations to be before board for approval as early as the July board meeting.

Mr. Kinard discussed two pieces of legislation passed that are relevant to ACCS. The first will open CDL training to individuals aged 18-21 for travel within the state. It is hoped that this will increase interest in the CDL training programs. The second piece is part of the human trafficking package that would require CDL programs to have industry approved human trafficking training.

Mr. Kinard advised that for those college's with construction trade programs the Home Builders Licensure Board will now oversee the grant program which could open up additional funds to the colleges.

Mr. Kinard commented that ACCS had spent a lot of time and effort on the apprenticeship bill in this recent session. Mr. Kinard thanked Nick Moore of the governor's office for his time and

effort spent working with ACCS to put the final version of the bill together. ACCS is pleased with the bill that was passed.

Chancellor Baker expressed appreciation to the schools, presidents and others for their help with getting ACCS' message to the budget committee. Chancellor Baker believes that the direct communication with local legislators was important.

Chancellor Baker asked Ms. Karen Becker to give an update on the ERP and expressed his gratitude that the legislators decided to help fund the ERP project. Chancellor Baker commented that he knew the ERP cohort 1 process has placed a strain on the schools, but that the ERP is a necessary activity and that cohort 2 will be an even more significant change.

Ms. Becker thanked the schools for their hard work on the ERP. Ms. Becker advised that financial aid recently went live and that students were starting in the new process. Ms. Becker advised that the ERP project is on track with the budget and the project is about 50% complete. Data conversion is continuing to make sure that all the old information makes it into the new environment. Testing of the registration process has begun. Ms. Becker advised that ACCS is working closely with Ellucian to make sure that the registration process is ready for the volume of students. Ms. Becker also advised that payroll testing is in progress as well. The IT department continues to communicate with the institutions' marketing departments to make sure that the message sent out to the students is a unified one. Ms. Becker advised that HR will go live on July 1 and registration will go live on July 8. Cohort 2 is planned to kick off at the end of the summer.

Mr. McAnally commended the work of the IT group and the consultants for the seamless transition and hard work.

Chancellor Baker asked Ms. Susan Price to speak about the apprenticeship bill and Perkins V. Ms. Price advised Perkins V was passed last year and is a game changer with respect to Career and Technical Education. Mr. Price commented that Chancellor Baker, Nick Moore, Mara Harrison (consultant), Roger Bates and Boone Kinard had worked tirelessly on a presentation explaining these bills. Ms. Price expressed her belief that Alabama is on the forefront of an amazing opportunity and advised that over the next several months Nick Moore, Mara Harrison and Jeff Lynn will be talking with stake holder groups and colleges who will be contacting point people regarding the apprenticeship bill and Perkins V to discuss what is expected of ACCS.

Mara Harrison addressed the board and advised that this is a very exciting time for everyone that believes in education and believes in promoting states and economic development. The idea of transitioning states to be able to wrap education around work force initiatives and provide jobs for people makes it a good time to be involved in education. Ms. Harrison stated that she is proud of Alabama for the initiatives taken and is looking forward to being part of implementing this directed path. Ms. Harrison advised that both the apprenticeship bill and Perkins V are federal incentives. The current President is interested in economic gains for the country and has

taken some extra strides to align education with work force needs. Ms. Harrison advised that a task force was established to direct states in how they can promote economic development and that the President issued an Executive Order in 2017 to expand apprenticeship opportunities. Ms. Harrison advised that Alabama is approaching this initiative in a very unique way. Alabama has tremendous governmental support in Nick Moore, education policy writer for the governor, and she hopes that Alabama accomplishes great things with this plan. Governor Ivey has set up a beginning vision for this by setting an attainment goal of adding 500,000 credentialed employees into the workforce by 2025. This guiding principal will be behind all the things that need to be adjusted in order to support this initiative. Alabama's labor force participation percentage will naturally increase, which will put Alabama above the national average. Ms. Harrison stated that in the national initiative from the federal department of education many things have happened to give states guidance, with the most important being the reauthorization of the Perkins Act. Perkins V is the Strengthening Career and Technical Education for the 21st Century Act. Perkins funding is based on state population with percentage allocation left up to the state. In Alabama, Perkins funds are allocated 70% secondary schools and 30% post-secondary schools. Perkins V allows the state the opportunity to take its state plans and align them, including the ESSA performance indicators, Perkins funding and WIOA funding. The state will then submit a unified state plan. Alabama should be able to create a program that reaches as low as 5th grade and as high as a specific doctoral degree at a university level. This will create an opportunity for post-secondary to be the intermediary that brings it all together. States will be able to add to their apprenticeship opportunities. Alabama is expanding into pre-apprenticeship opportunities and dual-enrollment opportunities. There will also be a credentialing element that will modernize the certifications that are attached to specific levels of success as the industry needs demand it. Through the governor's office the submission of 2020 state plan will braid all federal funding elements and make it much easier. Through this process there will be the development of committees that will make sure all of this happens. Ms. Harrison feels the most important piece is the stakeholder engagement because this is an educational trend that will provide a shift in our nation with the focus of education to be able to obtain a specific set of skills and gain employment based on that skill set. This is a great advantage for states because it also wraps in an element of education. With an educated state and a complete pipeline toward work force incentives, the state will advance. This complete plan will require the departments of commerce, labor and education to come together and create a seamless pathway for which federal funding can be brought in to enhance this program. Ms. Harrison believes it is truly a great time to be promoting education in Alabama and is excited to be a part of it. Ms. Harrison stated that Alabama is fortunate to have such strong support from the governor's office.

Chancellor Baker introduced Nick Moore, who is a graduate of Enterprise State Community College and then went on to Harvard. Chancellor Baker advised that Mr. Moore has been great asset to ACCS and played a major role in helping come out with legislation that is favorable to the community college system. Chancellor Baker expressed his appreciation to Mr. Moore.

Mr. Moore thanked Chancellor Baker and the Board for their mentorship. Mr. Moore stated that it has been a team effort in last couple of months working on Alabama Industry Recognized and

Registered Apprenticeship Program Act, SB295, and other initiatives that will elevate the ACCS into its proper place in the workplace ecosystem. In many states the community college is synonymous with work force development. Under the leadership of Chancellor Baker and the Board, ACCS is on the way to making the community college system synonymous with workforce development and community development. ACCS is rebuilding the role of associational activity and the ability of individuals to solve their problems at the most local level. With ACCS serving as intermediary between individuals, the K-12 system and community based organizations we will rebuild the social capital necessary for people that have suffered through intergenerational poverty to be able to take a chance on work and persist on their career pathway. Currently 43% of Alabamians are on the sidelines due to lack of a unified workforce policy. For the first time through this plan, the questions will be asked what is the barrier to education and training to these people and how can we help these people into the workforce. ACCS is in a position to serve people no matter what season of life they are in and coordinate all the initiatives to help. Along with Mr. Moore and Chancellor Baker, Governor Ivey is excited about what is about to go forward.

Chancellor Baker advised that ACCS has spent hours with Mara Harrison and the governor's office discussing how to make these initiatives work. There will be a lot of training programs across the state moving forward.

Blake McAnally commented on behalf of audit finance committee that in 2015 it was not unusual to have approximately 40 findings from the annual audits. Approximately 3.5 years ago, the committee challenged the Presidents to look at a continuous improvement model so that the number of findings could be reduced. Due to the changes that were implemented, the Board can now see real time data and can see the performance of each school across the system. Mr. McAnally thanked Bryan Helms and Sara Calhoun for their work, as well as Hand Arendall and Carr Riggs. The current audit had 9 findings and 1 recurring finding. In the past, there would be 20-30 recurring findings. This last year's audit is a significant improvement. Mr. McAnally thanked the Presidents and CFOs for doing the heavy lifting in correcting the system and making it standardized. Mr. McAnally stated that with the new system, we may have a bump up in findings but understands where that will come from. Mr. McAnally thanked everybody involved for their efforts.

Chairman Thompson thanked Mr. McAnally for his review of how things have progressed with the audits. Chairman Thompson thanked the attendees to the meeting, as well as Nick Moore for his help and Governor Ivey for her leadership.

Chairman Thompson thanked the Board members for their service on the individual committees.

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SECTION XI
(DATE AND LOCATION OF NEXT MEETING)

The next Board meeting will be held in Montgomery at 10:00 a.m. on Wednesday, July 10, 2019, in the Board Room of the Alabama Community College System building in Montgomery, Alabama. A work session will follow at 10:30 a.m. and will also be held in the Board Room.

ADJOURNMENT

On a motion by Mr. Davis, second by Mr. Woods, the Board meeting was adjourned at 10:59 a.m.

Chairman

Chancellor