

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

**Banquet Room
First Floor, Student Center Building
Blinn College, 2423 Blinn Boulevard
Bryan, Texas**

Regular Meeting, Tuesday, October 20, 2009, 5:45 p.m.

The Board of Trustees convened at 7:02 p.m. in the Banquet Room of the Student Center Building on the Bryan Campus with the following members present: Mr. Atwood C. Kenjura, President, presiding; Mr. Leon B. Toubin, Vice President; Mr. Don Jones, Secretary; Dr. Henry J. Boehm, Jr., Mr. L.J. Lacina, Jr., and Mr. Norwood Lange.

Board members not present: Mr. Steve Westbrook.

Members of the College staff in attendance were: Dr. Daniel J. Holt, President; Dr. Robert Brick, Dr. John D. Harris, Dr. Debra R. LaCour, and Dr. Van Miller, Vice Presidents; Ms. Cathy Boeker, Executive Administrator of External Affairs; Dr. Cathy Kemper, Dean of Institutional Effectiveness and Accreditation; Ms. Linda Bow, Dr. Blanche Brick, Ms. Kay Donahoo, Ms. Jeri Dulaney, Mr. Claude Free, Mr. Ted Hajovsky, Mr. Bobby Henrichsen, Mr. Mark Long, Ms. Carolyn Massey, Mr. Richard O'Malley, Dr. Thena Parrott, Dr. Greg Phillips, Dr. Milton Radke, Mr. Steve Rathbone, Mr. Michael Schaefer, Dr. Jane Stowell, Mr. Jeff Tilley, Ms. Ann Weir, and Mr. Michael Welch.

Also registered as in attendance were: Mr. Tom Dwyer, BOKA Powell, LLC; Mr. Peter Fuschich, Blinn Bucs; Mr. Vimal Patel, *The Eagle*; Dr. Barbara Pearson; Dr. Lee Ann Ray, Texas A&M Health Science Center; and Ms. Jennifer Garcia, Ms. Sarah Rejeune, Mr. Thomas Tydlacka, Ms. Tiffany Vincent, and Ms. Charity Wilson, Bryan Campus Student Government Association.

ITEM 1. CALL MEETING TO ORDER

The meeting was called to order by Mr. Kenjura.

ITEM 2. TOUR THE NEWLY RENOVATED BRYAN CAMPUS ADMINISTRATION FACILITIES IN THE COLLEGE PARK STRIP CENTER

No formal meeting was convened for the tour, due to a lack of quorum, and no official business being discussed. An informal and brief come-and-go tour was available prior to the convening of the regular meeting. Those that attended the tour were given the opportunity to independently view the renovations of the Administration Facilities in the College Park Strip Center.

ITEM 3. RECESS MEETING FOR A LIGHT MEAL IN THE BANQUET ROOM LOCATED ON THE FIRST FLOOR OF THE STUDENT CENTER BUILDING

A light meal was served in the Banquet Room of the Student Center prior to the convening of the meeting.

ITEM 4. RECONVENE MEETING IN THE BANQUET ROOM, FIRST FLOOR, STUDENT CENTER BUILDING, BLINN COLLEGE, 2423 BLINN BOULEVARD, BRYAN, TEXAS (APPROXIMATELY 7 P.M.)

No reconvening was necessary.

ITEM 5. INVOCATION AND PLEDGE TO THE AMERICAN AND TEXAS FLAGS

The pledge was led by Mr. Kenjura and the prayer was given by Dr. Holt.

ITEM 6. PUBLIC COMMENT

Ms. Charity Wilson, Bryan Campus Student Government Association, thanked the Board for the new parking lot and Student Government Office. The Bryan Campus Student Government Association Office is now located in Room E 123 of the Student Center Building. She asked the Board to consider parking stickers for the students rather than the current hang tags and updated the Board on Student Government activities. Ms. Wilson also requested a recreation center for the Bryan Campus.

ITEM 7. TEXAS A&M HEALTH SCIENCE CENTER

Dr. Lee Ann Ray spoke to the Board about the relationship between Texas A&M Health Science Center and Blinn College. She expressed excitement about Blinn occupying space on the Health Science Center Campus. Dr. Ray showed the Board drawings of the Health Science Center Campus. Dr. Holt distributed to the Board copies of the Health Science Center Campus plans and current campus photos (copies of the Health Science Center Campus plans and current campus photos are attached and made a part of these *Minutes*). Dr. Ray responded to questions from the Board concerning programming, curriculum, and facilities.

ITEM 8. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING SEPTEMBER 30, 2009

Dr. Miller presented the financial statement and list of checks for the period ending September 30, 2009 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). He also reviewed the investment report, scholarships, endowments, and checks over \$10,000.00. Dr. Miller responded to questions from the Board.

CONSENT AGENDA ITEMS:

ITEM 9. REVIEW AND ACTION TO APPROVE MINUTES FOR THE SEPTEMBER 15, 2009, REGULAR MEETING

ITEM 10. REVIEW AND ACTION TO ACCEPT GIFT TO THE COLLEGE OF BEDS AND EXAM TABLES TO BE UTILIZED IN PROPOSED HEALTH CLINICS ON THE BRENHAM AND BRYAN CAMPUSES

ITEM 11. REVIEW AND ACTION TO ACCEPT GIFT TO THE COLLEGE OF MISCELLANEOUS SUPPLIES TO BE UTILIZED BY THE EMS PROGRAM ON THE BRYAN CAMPUS

- ITEM 12. REVIEW AND ACTION TO ACCEPT GIFT TO THE COLLEGE OF MISCELLANEOUS SUPPLIES TO BE UTILIZED BY THE SURGICAL TECHNOLOGY PROGRAM ON THE BRYAN CAMPUS**
- ITEM 13. REVIEW AND ACTION TO ACCEPT GIFT TO THE COLLEGE OF MISCELLANEOUS SUPPLIES TO BE UTILIZED BY THE VOCATIONAL NURSING PROGRAM ON THE BRENHAM CAMPUS**
- ITEM 14. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO DISPOSE OF THREE SURPLUS VEHICLES VIA PUBLIC AUCTION**
- ITEM 15. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR AIR CONDITIONING AND DUCT WORK IMPROVEMENTS TO THE VIDEO CONFERENCING ROOMS AT THE SCHULENBURG CAMPUS**
- ITEM 16. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR THE RENOVATION AND REPAIR OF THE HVAC PIPING SYSTEM IN THE ADMINISTRATION BUILDING ON THE BRENHAM CAMPUS**
- ITEM 17. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR THE REPAIR OF THE FIRE ALARM SYSTEM FOR THE OLD MAIN AND STUDENT CENTER BUILDINGS ON THE BRENHAM CAMPUS**
- ITEM 18. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD RFP #081 FOR MEN'S AND WOMEN'S BASKETBALL TRAVEL**
- ITEM 19. REVIEW AND ACTION TO APPOINT FOUR MEMBERS TO THE SCHULENBURG CAMPUS ADVISORY COMMITTEE**

On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to approve the **CONSENT AGENDA ITEMS 9-19: ITEM 9** - Minutes for the September 15, 2009, Regular Meeting, **ITEM 10** - Gift to the College of Beds and Exam Tables to be Utilized in Proposed Health Clinics on the Brenham and Bryan Campuses; **ITEM 11** - Gift to the College of Miscellaneous Supplies to be Utilized by the EMS Program on the Bryan Campus; **ITEM 12** - Gift to the College of Miscellaneous Supplies to be Utilized by the Surgical Technology Program on the Bryan Campus; **ITEM 13** - Gift to the College of Miscellaneous Supplies to be Utilized by the Vocational Nursing Program on the Brenham Campus; **ITEM 14** - Administration to Dispose of Three Surplus Vehicles via Public Auction; **ITEM 15** - Administration to Seek and Award Bids for Air Conditioning and Duct Work Improvements to the Video Conferencing Rooms at the Schulenburg Campus; **ITEM 16** - Administration to Seek and Award Bids for the Renovation and Repair of the HVAC Piping System in the Administration Building on the Brenham Campus; **ITEM 17** - Administration to Seek and Award Bids for the Repair of the Fire Alarm System for the Old Main and Student Center Buildings on the Brenham Campus; **ITEM 18** - Administration to Seek and Award RFP #081 for Men's and Women's Basketball Travel; and **ITEM 19** - Appointment of Four Members (Mr. Rick West, Mr. Dan J. Taber, Mr. Wally Padgett, and Ms. Tami Walker) to the Schulenburg Campus Advisory Committee (bios of

the two new members, Mr. Wally Padgett and Ms. Tami Walker, are attached and made a part of these *Minutes*) as presented by the Administration.

OTHER ACTION ITEMS:

ITEM 20. REVIEW AND ACTION TO APPROVE THE ESTABLISHMENT OF A HEALTH CLINIC ON THE BRENHAM AND BRYAN CAMPUSES

Dr. Thena Parrott reviewed the Administration's proposal for Blinn College Health Clinics on the Brenham and Bryan Campuses (a copy of the Proposal for Blinn College Health Clinics, job description drafts for a Medical Director and two Campus Health Clinic Nurses are attached and made a part of these *Minutes*). She reviewed the need for such clinics, citing specific examples of when Nursing and EMS Students and Faculty are asked to assist with student and staff medical needs. Dr. Parrott reviewed the details of the proposed clinic and distributed a supply need list to the Board (a copy of the supply need list is attached and made a part of these *Minutes*). Dr. Holt expressed his support for the proposed clinics and addressed funding structure. Dr. Parrott responded to questions from the Board. Insurance and liability needs were also discussed.

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to approve the establishment of Health Clinics on the Brenham and Bryan Campuses as presented by the Administration.

ITEM 21. REVIEW AND ACTION TO RE-AWARD RFP #078 FOR PROPERTY AND LIABILITY INSURANCE UTILIZING THE SERVICES OF A CONSULTANT

Dr. Miller reviewed the need for the re-award of Property and Liability Insurance due to the previously awarded companies' definition of flood insurance, which would cause a potentially large exposure for the College. Dr. Miller recommended that we retain the companies currently utilized to ensure that there are no significant gaps in coverage. Dr. Miller also recommended rescinding last month's award and re-awarding the RFP to TASB for Liability Insurance and Trident-USI for Property and Auto Insurance, for a premium of \$199,299.00.

On a motion by Mr. Toubin, seconded by Dr. Boehm, the Board voted to rescind last month's award of RFP #078 to Trident-USI for liability, auto and crime insurance and to TASB for property insurance for a total annual premium of \$186,520.00; and to re-award RFP #078 to TASB for Liability Insurance and Trident-USI for Property and Auto Insurance, for a premium of \$199,299.00 as presented by the Administration.

ITEM 22. REVIEW AND ACTION TO APPROVE THE NEW POSITION OF VETERINARY TECHNOLOGY PROGRAM DIRECTOR

Dr. Brick reviewed the proposed Veterinary Technology Program and the need for a Veterinary Technology Program Director to establish the program (a copy of the Veterinary Technology program Director Job Description draft is attached and made a part of these *Minutes*). He told the Board about Texas A&M University's support of the Program. Dr. Brick responded to questions from the Board. Clinical sites and budget concerns were discussed. Mr. Jones expressed concerns about approval of the position without a budget or final Memorandum of Understanding between Blinn College and Texas A&M University.

On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to approve the new position of Veterinary Technology Program Director as presented by the Administration.

ITEM 23. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE AND ENTER INTO A LEASE AGREEMENT WITH BRAZOS VALLEY HEALTHREALTY, LLC, FOR APPROXIMATELY 50,000 SQUARE FEET OF SPACE ON THE TEXAS A&M HEALTH SCIENCE CENTER CAMPUS

On a motion by Mr. Jones, seconded by Mr. Lacina, the Board voted to table this item for discussion at a future meeting.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 24. REPORTS:

- **BUILDINGS AND GROUNDS**

Mr. Richard O'Malley reported that the College Park Strip Center renovation on the Bryan Campus is running behind schedule, but he hopes to have everyone moved in by next week. He reported on various touch-up projects on the Bryan Campus.

Mr. O'Malley also reviewed on-going projects on the Brenham and Schulenburg Campuses.

- **PRELIMINARY REPORT ON THE APPLIED SCIENCES STRATEGIC STUDY FROM BOKA POWELL**

Mr. Tom Dwyer of BOKA Powell, LLC, reviewed the strategic planning study for the Applied Sciences Division. He reviewed the strategic process they are taking the Allied Health Program through. Mr. Dwyer spoke about the opportunities for Allied Health Programs with the Texas A&M Health Science Center partnership. He reviewed the proposed simulation labs and responded to questions from the Board.

- **CAMPUS POLICE DEPARTMENT ACTIVITIES**

Chief Free reviewed changes made to the Campus Parking Program. He also reviewed the Criminal History Check program and results on dorm residents. Chief Free reviewed the Clery Act Crime Statistics that were submitted on October 15, 2009, where most categories showed a decrease in crime.

- **SERVICE LEARNING**

Dr. Greg Phillips reviewed the Service Learning Program for all Blinn Campuses. He showed a correlation between Service Learning Students and better retention and pass rates. Dr. Phillips reviewed awards the Service Learning Program has received and the positive impact of the Service Learning Programs on the College, Students, and Community.

ITEM 25. ADMINISTRATIVE ANNOUNCEMENTS:

- **UPCOMING EVENTS**

Dr. Holt announced the following (a copy of the Administrative Announcements are attached and made a part of these *Minutes*):

A) Blinn Homecoming Activities:

- 1) Car Cruise to Brenham Airport, Friday, October 23, 2009, at 6 p.m.
- 2) Ex-Students Association Meeting, Saturday, October 24, 2009, at 9:30 a.m.
- 3) Buccaneer Alumni Lettermen Association Meeting, Saturday, October 24, 2009, at 10:30 a.m.
- 4) Hall of Honor BBQ Luncheon, Saturday, October 24, 2009, at 11:30 a.m.
- 5) Football Game vs. Cisco Junior College, Saturday, October 24, 2009, at 3 p.m.

B) Retirement Receptions honoring Dr. Donald E. Voelter:

- 1) Sunday, October 25, 2009, in the Student Center on the Bryan Campus from 3 p.m. till 5 p.m.
- 2) Sunday, November 1, 2009, in the Student Center on the Brenham Campus from 3 p.m. till 5 p.m.

C) Retirement Reception honoring Dr. Barbara L. Pearson Friday, November 6, 2009, in the Banquet Room on the Bryan Campus from 5 p.m. till 7 p.m.

D) Next Regular Board Meeting is Tuesday, November 17, 2009, on the Brenham Campus

The meeting was recessed for a break at 9:15 p.m.

ITEM 26. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for a closed session at 9:31 p.m.

CLOSED SESSION:**ITEM 27. CLOSED SESSION:**

- (A) **EVALUATION AND EMPLOYMENT OF PERSONNEL (GOV'T. CODE, SEC. 551.074)**
- (B) **DISCUSSION OF POSSIBLE PURCHASE, EXCHANGE OR LEASE OF REAL PROPERTY IN BRENHAM, BRYAN, AND SCHULENBURG (GOV'T. CODE, SEC. 551.072)**

ITEM 28. RECONVENE PUBLIC SESSION

The public session was reconvened at 10:13 p.m.

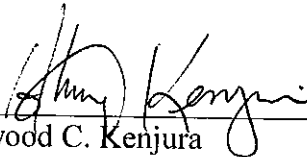
ADDITIONAL ACTION ITEMS:**ITEM 29. ACTION ON CLOSED SESSION ITEMS:**

- (A) REVIEW AND ACTION ON FACULTY AND PROFESSIONAL STAFF CONTRACTS
- (B) REVIEW AND ACTION TO PURCHASE, EXCHANGE OR LEASE REAL PROPERTY IN BRENHAM, BRYAN, AND SCHULENBURG

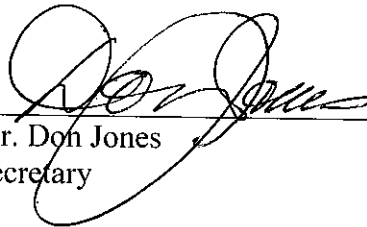
On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to employ new Faculty and Professional Staff on one-year contracts for the 2009-2010 school year (copies of the lists of persons employed is attached and made a part of these *Minutes*).

ITEM 30. ADJOURNMENT

On a motion by Mr. Lacina, seconded by Mr. Lange, the Meeting was adjourned at 10:15 p.m.



Mr. Atwood C. Kenjura
President



Mr. Don Jones
Secretary