

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

**Board Room
Third Floor, Administration Building
Blinn College, 802 Green Street
Brenham, Texas**

Regular Meeting, Tuesday, July 21, 2009, 7 p.m.

The Board of Trustees convened at 7:02 p.m. in the Board Room 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, Dr. Van Miller and Dr. Barbara Pearson, Vice Presidents; Ms. Cathy Boeker, Executive Administrator of External Affairs; Dr. Cathy Kemper, Dean of Institutional Effectiveness and Accreditation; Mr. Tom Brazzel, Mr. Brian Burk, Mr. Tex Davis, Ms. Jeri Dulaney, Mr. Claude Free, Ms. Kristina Janes, Mr. Gus Mutscher, Mr. Jay Nabors, Mr. Richard O'Malley, Ms. Gena Parsons, Mr. Joe Al Picone, Dr. Milton Radke, Ms. Karla Roper, Mr. Dan Schiller, Mr. Daniel Villanueva, Ms. Ann Weir, and Dr. Michel Zuch.

Also registered as in attendance were: Mr. Alan Nieschwietz, *Brenham Banner-Press*; and Mr. Frank Wagner, KTTX-KWHI.

**ITEM 1. CALL MEETING TO ORDER, INVOCATION AND PLEDGE TO THE
AMERICAN AND TEXAS FLAGS**

The meeting was called to order by Mr. Kenjura. The pledge was led by Mr. Kenjura and the prayer was given by Dr. Holt.

ITEM 2. PUBLIC COMMENT

There was no public comment.

**ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE
PERIOD ENDING JUNE 30, 2009 AND FY 2008 FINANCIAL RATIO
ANALYSIS**

Dr. Miller reviewed the financials for the period ending June 30, 2009. He explained the reasons why various line items show to be over budget. Dr. Miller reported that \$3 million for State Insurance Contribution arrived in early July. He responded to questions from the Board. Dr. Miller briefly reviewed the FY 2008 Financial Ratio Analysis and reported that the overall financial health of the College has improved over the past three years.

CONSENT AGENDA ITEMS:

- ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE JUNE 16, 2009, REGULAR MEETING**
- ITEM 5. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR JANITORIAL SERVICES FOR THE SEALY CAMPUS**
- ITEM 6. REVIEW AND ACTION TO ADOPT A RESOLUTION DECLARING THE BOARD HAS REVIEWED THE BOARD'S INVESTMENT POLICIES AND INVESTMENT STRATEGIES AND REAFFIRMED EACH AS PROVIDED IN BOARD POLICIES *CAK (LEGAL AND LOCAL): APPROPRIATIONS AND REVENUE SOURCES - INVESTMENTS***
- ITEM 7. REVIEW AND ACTION TO ACCEPT GIFT OF THREE USED ELECTRIC HOSPITAL BEDS TO THE COLLEGE**
- ITEM 8. REVIEW AND ACTION TO ACCEPT GIFT OF ANTIQUE SURVEYORS TRANSIT AND TRIPOD TO THE COLLEGE**
- ITEM 9. REVIEW AND ACTION TO AWARD BID #611 FOR THE AIR CONDITIONING MAINTENANCE FOR THE BRENHAM CAMPUS, BRYAN CAMPUS AND THE STAR OF THE REPUBLIC MUSEUM**
- ITEM 10. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK PROPOSALS FOR FIXTURES/FURNITURE AND EQUIPMENT FOR PHASE ONE OF THE CLASSROOM EXPANSION AND OFFICE REMODELING ON THE BRYAN CAMPUS**
- ITEM 11. REVIEW AND ACTION TO REVISE BOARD POLICY *DEC (LOCAL): COMPENSATION AND BENEFITS - LEAVES AND ABSENCES***

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to approve **CONSENT AGENDA ITEMS 4-11: ITEM 4** - Minutes for the June 16, 2009, Regular Meeting; **ITEM 5** - to Authorize the Administration to Seek and Award Bids for Janitorial Services for the Sealy Campus; **ITEM 6** - to Adopt a Resolution declaring the Board has reviewed the Board's Investment Policies and Investment Strategies and Reaffirmed each as provided in Board Policies *CAK (LEGAL and LOCAL): Appropriations and Revenue Sources - Investments*; **ITEM 7** - to Accept Gift of Three Used Electric Hospital Beds to the College donated by the Burleson St Joseph Health Center in Caldwell, Texas; **ITEM 8** - to Accept Gift of Antique Surveyors Transit and Tripod donated by Mr. and Mrs. Fred Seidel to the College; **ITEM 9** - to Award Bid #611 for the Air Conditioning Maintenance for the Brenham Campus, Bryan Campus and the Star Of The Republic Museum to Gowan, Inc. for a 37-month contract for a total base bid of \$ 216,186.00, along with the agreement compensate Gowan, Inc. an hourly rate of \$ 72.00 per hour, plus a 15% mark-up on equipment that is defective or needs to be replaced; **ITEM 10** - to Authorize the Administration to Seek Proposals for Fixtures/Furniture and Equipment for Phase One of the Classroom Expansion and Office Remodeling on the Bryan Campus; and **ITEM 11** - to Revise Board Policy *DEC (LOCAL): Compensation and Benefits - Leaves and Absences* as presented by the Administration.

OTHER ACTION ITEMS:**ITEM 12. PRESENTATION TO UPDATE POSSIBLE CHANGES IN THE 2009-10 PROPOSED BUDGET FOLLOWED BY REVIEW AND ACTION TO:**

- (A) AUTHORIZE ADDITIONAL FACULTY AND STAFF POSITIONS, SPECIAL SALARY INCREASES, POSITION UPGRADE REQUESTS FOR THE 2009-10 SCHOOL YEAR; AND**
- (B) SET SALARY SCHEDULES FOR THE 2009-10 SCHOOL YEAR; AND**
- (C) AUTHORIZE COMPENSATION OF INSTRUCTION FOR LAB CLASSES ACCORDING TO INSTRUCTIONAL LOAD UNITS**

Dr. Miller reviewed changes to the proposed budget. He reported that repairs and renovations have been increased by \$1 million. He also reported on the new positions, special salary increases, and the position upgrades for an estimated \$231,000.00. Dr. Miller explained that the increase in salaries shown in the budget was largely due to the additional twenty faculty positions approved by the Board mid-year. He also discussed the projected enrollment growth related to salary expenses.

Mr. Jones questioned why revenues are flat in the budget if an enrollment increase is projected. Dr. Miller responded that he took the most conservative approach possible when drafting the budget.

Dr. Miller pointed out to the Board that a 3% salary increase is currently included in the budget, as well as, a 2% increase for the DBM salary schedule and a 2.6% faculty salary schedule adjustment. Dr. Miller showed the Board that Blinn ranks 32nd out of 49 Community Colleges in Faculty salaries. He also reviewed the survey of surrounding Community Colleges and the anticipated salary increases.

On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to approve sections (A) and (C) of ITEM 12; the recommended new positions, special salary increases and position upgrade requests in the proposed budget at an approximate cost of \$231,000, and that four-hour lab instructors receive partial compensation for additional hours devoted to laboratory instruction in the proposed budget at an approximate cost of \$325,000 for the 2009-10 school year as presented. Mr. Jones opposed.

The Board continued to discuss the potential salary increase and Mr. Jones expressed opposition to any salary increase. Mr. Toubin expressed a desire for the College to move toward a merit increase and feels that 3% is too high. Mr. Lange expressed support for a raise, but not a 3% raise. Mr. Lacina feels like a 1% raise would be more appropriate. The Board asked Dr. Miller for his opinion on the matter. Dr. Miller said that he has seen the College not be as competitive as it should be in attracting quality faculty and staff. Dr. Holt agreed with Dr. Miller. Dr. Holt also reminded the Board that when revenues are up, we should give a raise; but, when revenues are down, then, perhaps, no raise should be given. Dr. Holt expressed concern about the message that no increase sends to employees as enrollment increases. Mr. Kenjura expressed concern that Blinn's tax rate is very low compared to other institutions.

Mr. Lange made a motion for a 2% salary increase. Dr. Boehm expressed his support for a 2% increase and seconded the motion. Mr. Jones is concerned about the College sustaining on tuition and fees and fears continued salary increases will leave no money to be saved for building needs. Mr. Lange and Dr. Boehm voted in favor of a 2% salary increase; Mr. Jones, Mr. Lacina, and Mr. Toubin voted against a 2% salary increase. Motion failed.

On a motion by Mr. Lacina, seconded by Dr. Boehm, the Board voted to approve a 1% salary increase. Motion carried.

ITEM 13. REVIEW AND ACTION TO SET DATES, TIMES AND PLACES FOR:

- A. HEARING ON THE BUDGET FOR THE 2009-10 SCHOOL YEAR**
- B. ADOPTION OF THE BUDGET FOR THE 2009-10 SCHOOL YEAR**
- C. HEARINGS ON TAX RATE FOR 2009**
- D. SETTING OF THE TAX RATE FOR 2009**

Ms. Boeker reviewed a calendar of possible dates for the Board to conduct public hearings on the proposed budget for 2009-10 and to set the tax rate. She also reviewed an overview of legal requirements from the *Texas Property Tax Code* for setting the tax rate (a copy of the overview and the possible dates reviewed are attached and made a part of these *Minutes*).

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to set:

- A. Tuesday, August 18, 2009, 7 p.m., Board Room – Hearing on proposed Budget for the 2009-10 School Year;
- B. Tuesday, August 18, 2009, 7 p.m., Board Room – Adoption of the Budget for the 2009-10 School Year;
- C. Tuesday, September 1, 2009, 7 p.m., and Tuesday, September 8, 2009, noon, Board Room – Hearings on Tax Rate for 2009; and
- D. Tuesday, August 18, 2009, 7 p.m., OR Tuesday, September 15, 2009, 7 p.m., Board Room – Setting of the Tax Rate for 2009 as presented.

ITEM 14. REVIEW AND ACTION TO AUTHORIZE A CHANGE ORDER IN THE AMOUNT OF \$40,000 FOR PHASE ONE OF THE CLASSROOM EXPANSION AND OFFICE REMODELING ON THE BRYAN CAMPUS TO MERRELL GENERAL CONTRACTORS, LLC

Mr. O'Malley explained to the Board that there had been an oversight related to the bids for Phase One of the Classroom Expansion and Office Remodeling Project. He reported that the general contractor for Merrell General Contractor, LLC, left the TAC control system out of his bid. Mr. O'Malley said the contractor acknowledged that this item had been overlooked by himself and the subcontractor installing the HVAC equipment. The contractor explained to Mr. O'Malley that he would honor his bid and continue on with the project as designed. The dollar amount involved in his oversight is \$89,000.00, which equates to approximately 5% of the total project. Mr. O'Malley expressed that this was an honest oversight on the contractor's part and that Blinn will be receiving value for what he is contractually committed to construct. Mr. O'Malley recommended that Blinn meet the contractor half-way on his mistake and process a change order for \$40,000.00.

On a motion by Mr. Lange, seconded by Dr. Boehm, the Board voted to authorize a change order in the amount of \$40,000.00 for phase one of the classroom expansion and office remodeling on the Bryan Campus to Merrell General Contractors, LLC.

REPORTS, ANNOUNCEMENTS AND OTHER NON-ACTION ITEMS:

ITEM 15. REPORTS:

- **BUILDINGS AND GROUNDS**

Mr. O'Malley reported on the Bryan Campus: the remodeling project is on schedule but the parking lot project is not going as quickly as anticipated; the portable building for counseling for the College Connection 2+2+2 Grant is currently in the City of Bryan's approval process; the Requests For Qualifications on the BioScience Center drawings have been sent out; and the Detention Pond project is almost complete.

Mr. O'Malley reported on the Brenham Campus: the College has been offered approximately 260 seats from Texas Stadium in Dallas for Spencer Stadium and reviewed possible partial installation; reviewed the cost estimated for lighting repair at Spencer Stadium and estimates additional repairs to cost approximately \$485,000; the Student Center project is underway and on schedule; the summer projects are ongoing; the Ex Student Association marquee sign is scheduled to be installed on August 10, 2009; and the Technical Education Center is on schedule.

Dr. Miller updated the Board on discussions with the Brenham Independent School District related to the use of Cub Stadium for Blinn football games in 2010.

- **ENROLLMENT AND HOUSING OCCUPANCY FOR SUMMER II**

Dr. Harris reviewed enrollment and housing for the Summer II session. He advised that a 1,000-1,500 overall enrollment increase is possible for the Fall Semester.

- **APPLIED SCIENCES DIVISION**

Dr. Brick thanked the Board for the opportunity to serve as Vice President of Applied Sciences. Dr. Brick reviewed the possibility of establishing a Vet Tech program at the College.

ITEM 16. ADMINISTRATIVE ANNOUNCEMENTS

- **UPCOMING EVENTS**

Dr. Holt announced the following:

- A) David Yeager Roast-July 30, 2009
- B) Schaefer Observatory Dedication in Schulenburg-August 1, 2009
- C) Alumni Golf Tournament-August 8, 2009
- D) Washington County Chamber of Commerce Fundraiser-August 27, 2009

- **TECHNICAL EDUCATION CENTER DONATION**

Mr. Picone announced that on July 23, 2009, at 11 a.m., an announcement will be made that will help reach the goal for Construction of the Technical Education Center. Mr. Picone reviewed and acknowledged the gifts thus far, and thanked everyone for their support.

The meeting was recessed for a break at 8:49 p.m.

ITEM 17. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for a closed session at 9:05 p.m.

CLOSED SESSION:

ITEM 18. 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)**
- (C) **CONSULTATION WITH ATTORNEY RELATIVE TO PENDING OR CONTEMPLATED LITIGATION (GOV'T. CODE, SEC. 551.071)**

ITEM 19. RECONVENE PUBLIC SESSION

The public session was reconvened at 9:39 p.m.

ADDITIONAL ACTION ITEMS:

ITEM 20. REVIEW AND 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 accept the Faculty Appeals Committee's decision related to Mr. Jay Nabors.

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

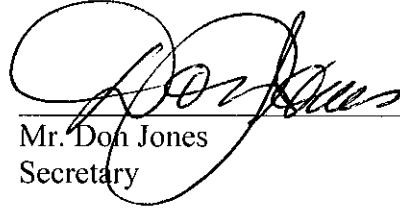
On a motion by Dr. Boehm, seconded by Mr. Jones, the Board voted to approve the purchase of property at 901 West 5th Street, Brenham, Texas, for \$70,000.00.

ITEM 21. ADJOURNMENT

On a motion by Mr. Lacina, seconded by Mr. Toubin, the Meeting was adjourned at 9:41 p.m.



Mr. Atwood C. Kenjura
President



Mr. Don Jones
Secretary