

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, January 19, 2010, 7 p.m.

The Board of Trustees convened at 7 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, and Dr. Van Miller, Vice Presidents; Ms. Cathy Boeker, Executive Administrator of External Affairs; Dr. Cathy Kemper, Dean of Institutional Effectiveness and Accreditation; Ms. Karen Anglin, Ms. Mary Barnes-Tilley, Mr. Tom Brazzel, Mr. Brian Burk, Mr. Larry Campbell, Ms. Jeri Dulaney, Ms. Leslie Ellis, Ms. Karry Forsythe, Mr. Brad Franchione, Ms. Becky Garlick, Mr. Brian Gonyer, Mr. Ted Hajovsky, Mr. Grady Hendricks, Mr. Robert Henrichsen, Mr. Stanley Kubicek, Ms. Julie Maass, Mr. Gus Mutscher, Mr. James Nabors, Mr. Richard O'Malley, Dr. Milton Radke, Mr. David Rehr, Mr. Jeff Tilley, Mr. Matthew Wehring, Ms. Ann Weir, Dr. Mark Workman and Mr. Robert Young.

Also registered as in attendance were: Mr. Steve Adams, Specialized Public Finance, Inc.; Mr. Jim Baker, Brenham Fitness; Mr. Joseph Bassett and Ms. Charity Wilson, Bryan Campus Student Government Association; Mr. Brad Cutright, Cutright and Allen Architects, Inc.; Mr. John David Baker, Mr. Tommy Lange, Mr. Don Wilhelm, and Mr. Nathan Winklemann, Buccaneer Alumni Lettermen Association; Mr. Dane Legg, Lott, Vernon & Company, P.C.; Mr. Alan Nieschwietz, *Brenham Banner-Press*; and Mr. Frank Wagner, KBTX-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. READING OF A RESOLUTION FOR THE 2009 NATIONAL
CHAMPIONSHIP FOOTBALL TEAM AND COACH OF THE YEAR**

Mr. Kenjura read a Resolution for the 2009 National Championship Football Team and Coach of the Year (the Resolution is attached and made a part of these *Minutes*). Coach Brad Franchione presented a football autographed by the football team to the Board.

1000M 3. BUCCANEER ALUMNI LETTERMEN ASSOCIATION

Mr. Nathan Winklemann thanked the Board for the opportunity to speak and thanked the Board for their attendance at the recent Sports Banquet. He expressed support for Blinn College and life athletic programs. Mr. Winklemann highlighted the recent marketing and media exposure generated by athletics. He expressed concerns about the perceptions given to the community that athletics is generating a loss to the college. Mr. Winklemann asked that the coaches receive support and positive feedback from the Board and Administration. He expressed a desire for a full-time Athletic Director to be put back into place. Mr. Winklemann extended any help or support that the Buccaneer Alumni Lettermen Association can offer. Mr. John David Baker expressed his appreciation for Blinn College and the opportunities afforded to him as a result of attending and playing football at the college.

1000M 4. PUBLIC COMMENT

Mr. Joseph Bassett, Bryan Campus Student Government Association, reported that SGA is working on a student life activity fee proposal, which should be forthcoming in February.

1000M 5. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING DECEMBER 31, 2009

Dr. Miller reviewed the financial statement and list of checks for the period ending December 31, 2009 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). Dr. Miller responded to questions from the Board.

1000M 6. HEAR PRESENTATION BY COLLEGE'S INDEPENDENT AUDITOR ON FINANCIAL STATEMENT AND SINGLE AUDIT RESULTS FOR THE YEAR ENDING AUGUST 31, 2009

Mr. Dane Legg, Lott, Vernon & Company, P.C., noted that the college has a strong financial statement and is in compliance with all Federal, State, and Local laws. He reviewed the audit report and advisory comments and suggestions with the Board (a copy of the advisory comments and suggestions are attached and made a part of these *Minutes*). Mr. Legg responded to questions from the Board.

CONSENT AGENDA ITEMS:

ITEM 7. REVIEW AND ACTION TO APPROVE THE MINUTES FOR THE NOVEMBER 17, 2009, REGULAR MEETING

ITEM 8. REVIEW AND ACTION TO APPROVE THE AUDIT FOR THE 2008-2009 SCHOOL YEAR:

- (A) APPROVE THE FINANCIAL STATEMENT AND SINGLE AUDIT FOR THE YEAR ENDING AUGUST 31, 2009
- (B) APPROVE THE AUDIT AS THE AMENDED BUDGET FOR THE 2008-2009 SCHOOL YEAR

ITEM 9. REVIEW AND ACTION TO RESET THE DATE FOR THE REGULAR MARCH MEETING OF THE BOARD WHICH CONFLICTS WITH THE COLLEGE'S SPRING BREAK

ITEM 10. REVIEW AND ACTION TO RENAME THE STUDENT CENTER BANQUET ROOM ON THE BRYAN CAMPUS TO THE DR. BARBARA L. PEARSON BANQUET ROOM

ITEM 11. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO APPROVE ADDITIONAL CLEANING SERVICES TO THE EXISTING JANITORIAL CONTRACT

On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to approve
CONSENT AGENDA ITEMS: ITEM 7 – the Minutes for the November 17, 2009, Regular Meeting; **ITEM 8** – the Financial Statement and Single Audit for the year ending August 31, 2009 and the Audit as the amended budget for the 2008-2009 school year (a copy of the Audit is attached and made a part of these *Minutes*); **ITEM 9** – to reset the date for the Regular March Meeting of the Board to March 10, 2010, due to conflict with the College's Spring Break; **ITEM 10** – to rename the Student Center Banquet Room on the Bryan Campus to the Dr. Barbara L. Pearson Banquet Room; and **ITEM 11** – the Administration to approve additional cleaning services to the existing janitorial contract as presented by the Administration.

OTHER ACTION ITEMS:

ITEM 12. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO ADD THE POSITION OF PROVOST FOR BRAZOS COUNTY CAMPUSES

Dr. Holt reviewed a request from the Administration to add the position of Provost for Brazos County Campuses. Dr. Holt reviewed the Administration's attempts to not fill the Bryan Campus Vice President position. The Administration has received a request from the Bryan Faculty to add a Provost for Brazos County Campuses. Dr. Holt advised that if this position is approved, the Academic Dean position for the Brenham Campus will not be filled given that the Academic Vice President will again be located full-time on the Brenham Campus. Dr. Holt responded to questions from the Board.

Mr. Kenjura expressed his desire for a Board member to sit in without a vote on the selection committee. Dr. Holt expressed concern with the action possibly violating SACS and AAUP guidelines. Discussions took place as to the potential make-up of the selection committee.

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to authorize the Administration to add the position of Provost for Brazos County Campuses. Dr. Holt explained the position's role in the organization.

ITEM 13. REVIEW AND ACTION TO REVISE BOARD POLICIES:

- (A) *DH (LOCAL): EMPLOYEE STANDARDS OF CONDUCT*
- (B) *GFA (LOCAL): STUDENT AND COMMUNITY USE OF COLLEGE DISTRICT FACILITIES CONDUCT ON COLLEGE DISTRICT PREMISES*

Ms. Cathy Boeker presented proposed policy revisions for *DH(Local): Employee Standards of Conduct* and *GFA (Local): Student and Community Use of College District Facilities-Conduct on College District Premises* (copies of the drafted Board Policy revisions are attached and made a part of these *Minutes*). She reviewed a request brought to Executive Council to construct smoking pavilions on the Bryan campus to limit second-hand smoking exposure. The Executive Council decided against the pavilions and decided to propose that the College become tobacco-free. Ms. Boeker expressed the council's desire to promote wellness throughout the College's faculty, staff, students, and visitors; which is evident in the newly opened campus health clinics and the proposed tobacco-free policy. Discussion on smoker rights versus non-smoker rights took place. Additional discussion took place on the implementation, enforcement challenges, and opportunities. The Bryan Student Government Association members were recognized and told the Board that they were actively working on their own proposal for a tobacco-free campus. Continued discussion took place on the issue.

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to approve the revisions to Board Policies for the College to become tobacco-free as presented by the Administration. Mr. Jones amended the motion to add implementation on May 31, 2010, seconded by Dr. Boehm. Mr. Lange opposed, Dr. Boehm withdrew his second to the amended motion.

The Board continued discussion and they voted on the original motion to revise Board Policies *DH (Local)* and *GFA (Local)* making College Facilities, Vehicles, and Grounds tobacco-free with personal vehicles excepted.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 14. REPORTS:

- **BUILDINGS AND GROUNDS**

Mr. Richard O'Malley reviewed the current and upcoming projects with the Board. On the Brenham campus, he reported: the structural bracing in the garage of the Small Business Development Center is complete; the piping for the Administration Building HVAC is out for bids and construction will start during spring break; the Technical Education Center is substantially complete by Collier Construction and they are currently doing work in-house to complete the building; Marshall Engineering has prepared a set of construction plans for Chiller #2 and it will go out for bids on February 12, 2010; received 28 qualification statements from architects on the RFQ for Student Housing and a selection committee will be recommended at the February Board Meeting; have met with Mr. Brad Cutright, Mr. Doug Pierce, and Mr. Larry Campbell on the Agriculture and Band Hall projects to develop schedule, site, and budget; and the parking lot and striping plan is in design and will be ready to bid this summer.

Mr. O'Malley reported on the Bryan campus: classes were held in the six new classrooms of the Administration/Classroom project and are working thru punch list items and HVAC issues; had several meetings with Blinn personnel and the RoseRock group and hope to have an agreement soon; the study by BokaPowell on the Allied Health Strategic Plan is complete and will have a report at the February Board meeting; and the elevator and recruiting project for the remodeling of the CPC Building is in design and will be bid this summer.

Mr. O'Malley reported on the Schulenburg campus that plans are prepared and going out for bids in February to replace the air conditioning units in two classrooms. Mr. O'Malley responded to questions from the Board.

- **SMALL BUSINESS DEVELOPMENT CENTER**

Mr. Matthew Wehring reviewed the Small Business Development Center operations and purpose. He distributed a SBDC brochure (a brochure is attached and made a part of these *Minutes*). Mr. Wehring introduced Mr. Jim Baker with Brenham Fitness. Mr. Baker told the Board about his experience with the Small Business Development Center on his business expansion project and expressed gratitude for the services and staff. Mr. Wehring thanked the Board for their support of the Small Business Development Center and then responded to questions from the Board.

- **A.W. HODDE, JR. TECHNICAL EDUCATION CENTER**

Dr. Milton Radke reviewed the construction progress of the A.W. Hodde, Jr. Technical Education Center. The Mason Cornerstone Ceremony took place earlier in the day. Open House and Dedication Ceremony are planned for February 25th. Dr. Radke highlighted the continued contributions for equipment and money for the facility. He thanked all those who have donated. Dr. Radke previewed potential programs and reported the first class should take place approximately the second week of February. If estimates are correct, approximately \$200,000.00 to \$250,000.00 could be left over from funds raised for construction that could be used for scholarships. Dr. Radke responded to questions from the Board.

- **COLLEGE DEBT CAPACITY AND BOND FINANCING OPPORTUNITIES**

Mr. Steven Adams with Specialized Public Finance, Inc., presented the bond capacity and issuance proposal options (a copy of the Rating Presentation Regarding the Combined Fee Revenue Refunding Bonds, Series 2010 is attached and made a part of these *Minutes*). The target date for the first issuance is March, 2010. Mr. Adams reviewed points for consideration with bonding opportunity. He believes that the bonding capacity is a conservative estimate which is affordable to the College. Mr. Adams also reviewed the possible timeline for bond issuance. The Board asked about potential projects with bond money.

- **ENROLLMENT AND HOUSING OCCUPANCY FOR THE 2010 SPRING SEMESTER**

Ms. Julie Maass reported that, to date, enrollment is up 414 students for the spring semester with registration continuing (a copy of spring 2010 enrollment is attached and made a part of these *Minutes*).

Ms. Ann Weir reported 91% occupancy, as of today, for on-campus housing. She also reported that 66 students lost housing due to a GPA of below 1.0 in the fall semester (a copy of the Move-in Spring Occupancy Report for January 19, 2010, is attached and made a part of these *Minutes*).

• **ENROLLMENT FOR THE 2009 WINTER MINIMESTER**

Ms. Julie Maass reported that 2009 winter minimester enrollment was up 149 (a copy of the 2009 winter minimester is attached and made a part of these *Minutes*).

• **STUDENT SUCCESS REPORT**

Dr. Cathy Kemper presented a power point presentation of the student success report to the Board (a copy of the power point is attached and made a part of these *Minutes*). She reviewed the college readiness levels of a first-time student in College Fall 2007 Cohort. Dr. Kemper reviewed Blinn's comparison with other large colleges.

ITEM 15. 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) Sealy Advisory Committee meeting – January 21, at 11:30 in Sealy.
- B) Lifetime Learning Luncheon – Ambassador Sichan Siv presents: From the Killing Fields to the White House – Thursday, January 21, at 11:30, Student Center Banquet Room, Brenham campus.
- C) Washington County Chamber Banquet – Tuesday, January 26; Social Hour begins at 5:30; Banquet at 6:30 p.m., Brenham's Fireman's Training Center.
- D) Bryan/College Station Chamber's Economic Outlook Conference – January 27, at College Station Hilton.
- E) Showcase Days – February 9, on the Brenham campus. Student recruiting events information can be found on our Blinn website.
- F) Schulenburg Advisory Committee meeting – February 10, at 11:30 in Schulenburg.
- G) Next Regular Board meeting is Tuesday, February 16, 2010.

The meeting was recessed for a break at 10:14 p.m.

ITEM 16. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for a closed session at 10:27 p.m.

CLOSED SESSION:**ITEM 17. 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 18. RECONVENE PUBLIC SESSION

The public session was reconvened at 10:50 p.m.

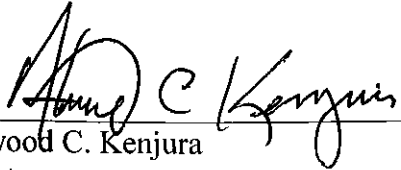
ADDITIONAL ACTION ITEMS:**ITEM 19. ACTION ON CLOSED SESSION ITEMS:**

- (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

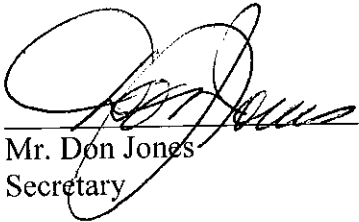
On a motion by Dr. Boehm, seconded by Mr. Jones, the Board voted to employ new Faculty and Professional Staff on one-year contracts for the 2009-2010 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

ITEM 20. ADJOURNMENT

On a motion by Mr. Lange, seconded by Mr. Toubin, the Meeting was adjourned at 10:51 p.m.



Mr. Atwood C. Kenjura
President



Mr. Don Jones
Secretary