

**MINUTES  
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

**Regular Meeting, Tuesday, March 8, 2011, 7 p.m.**

The Board of Trustees convened at 7:05 p.m. in the Board Room with the following members present: Mr. Atwood C. Kenjura, President, presiding; Mr. Leon B. Toubin, Vice President; Dr. Henry J. Boehm, Jr., Mr. Douglas R. Borchardt, Mr. L.J. Lacina, Jr., and Mr. Norwood Lange.

Board members not present: Mr. Steve M. Westbrook.

Members of the College staff in attendance were: Dr. Daniel J. Holt, President; Dr. Robert Brick, Dr. Debra LaCour, and Dr. Van Miller, Vice Presidents; Dr. Kathy Anzivino, Interim Vice President; Dr. Ted Raspiller, Provost Brazos County Campuses; Ms. Cathy Boeker, Executive Administrator of External Affairs; Ms. Elaine Abshire, Mr. Thomas Brazzel, Ms. Karen Buck, Ms. Rebecca Garlick, Dr. John Harris, Mr. Grady Hendricks, Ms. Kristina Janes, Mr. Dennis Kocich, Ms. Julie Maass, Ms. Sherry McNeil, Mr. Richard O'Malley, Mr. Joe Al Picone, Dr. Milton Radke, Ms. Karla Roper, Mr. Michael Schaefer, Mr. Ross Schroeder, Ms. Cathy Stuckert, Dr. Rosemary Sundet, Mr. Jeff Tilley, Mr. Brandon Webb, Ms. Ann Weir, Dr. Mark Workman, and Dr. Michel Zuch.

Also registered as in attendance were: Mr. Steve Adams, Specialized Public Finance, Inc.; Mr. Brad Cutright, Cutright & Allen Architects, Inc.; Ms. Laura Fowler, The Fowler Law Firm, PC; and Ms. Allison P. Smith, *Brenham Banner-Press*.

**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 FEBRUARY 28, 2011**

Dr. Miller reviewed the financial statement and list of checks for the period ending February 28, 2011 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). Dr. Miller also reviewed replacements, renovation expenses and capital project expenses.

Dr. Miller reviewed budget projections for FY2011-2012. He projects \$5.9 million less in state appropriations if the current House Bill 1 is adopted. Dr. Miller advised that with new debt obligations, there is a \$7.4 million shortfall.

**ITEM 4. REPORT ON COLLEGE DEBT CAPACITY AND REFUNDING OPPORTUNITIES**

Mr. Steve Adams, Specialized Public Finance, Inc., reviewed an opportunity to refund Series 2002 Combined Fee Revenue Bonds for a projected savings of \$614,806.00. He reviewed possible scenarios.

The Board asked Dr. Miller for his opinion and advised they would like to proceed with the recommended bond refunding opportunity. The bonds will be sold upon April 19<sup>th</sup> Board approval with closing occurring in May.

**CONSENT AGENDA ITEMS:**

**ITEM 5. REVIEW AND ACTION TO APPROVE THE MINUTES FOR THE FEBRUARY 15, 2011, REGULAR MEETING**

**ITEM 6. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO CONTINUE THE PROCUREMENT CARD (P-CARD) PROGRAM WITH JP MORGAN CHASE THROUGH THE CITY OF FT. WORTH COOPERATIVE**

**ITEM 7. REVIEW AND ACTION TO REVISE BOARD POLICIES:**

- (A) *DMAA (LOCAL): TERM CONTRACTS - DISMISSAL*
- (B) *DMAA (EXHIBIT): TERM CONTRACTS - DISMISSAL*
- (C) *DMAB (LOCAL): TERM CONTRACTS - NONRENEWAL*
- (D) *DMAB (EXHIBIT): TERM CONTRACTS - NONRENEWAL*

On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to approve the **CONSENT AGENDA ITEMS: ITEM 5** - Minutes for the February 15, 2011 Regular Meeting; and **ITEM 6** - Authorization of Administration to Continue the Procurement Card (P-Card) Program with JP Morgan Chase Through the City of Ft. Worth Cooperative (copies of the City of Ft. Worth Cooperative Purchasing Agreement and the JP Morgan Chase Participation Agreements are attached and made a part of these *Minutes*) as presented by the Administration.

**CONSENT AGENDA ITEM 7** was tabled (copies of the current and proposed *DMAA (Local & Exhibit)* and *DMAB (Local & Exhibit)* Board policies are attached and made a part of these *Minutes*).

**OTHER ACTION ITEMS:**

**ITEM 8. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO BEGIN AN ACCOUNT WITH TEXAS FLEET FUEL FOR FUEL PURCHASES ON THE BRENHAM AND BRYAN CAMPUSES**

Mr. Ross Schroeder, Director of Purchasing, reviewed the current fuel purchasing procedures. He then reviewed a proposal to begin an account with Texas Fleet Fuel for fuel purchases (a copy of the power point presentation shown is attached and made a part of these Minutes).

On a motion by Dr. Boehm, seconded by Mr. Borchardt, the Board voted to authorize the Administration to begin an account with Texas Fleet Fuel for fuel purchases on the Brenham and Byran Campuses as presented by the Administration.

## REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

### ITEM 9. REPORTS:

- **BUILDINGS AND GROUNDS**

Mr. Richard O'Malley reviewed the Buildings and Grounds report and responded to questions from the Board (a copy of the Buildings and Grounds report is also attached and made a part of these *Minutes*).

#### Buildings and Grounds:

##### Bryan Campus:

- Administration/Classroom Remodel - This project is complete and we are waiting on all of the close-out documents before issuing the final payment.
- Allied Health HSC Campus - The project is under construction and on schedule. The delivery time of this space to Blinn is set at July 1st. We have started the equipment procurement, furniture procurement, and the A/V design.
- Building E, Student Center - This is a multi-phase project designed to enhance the student services offered on the Bryan Campus. The first phase has been designed and we are seeking bids on April 5<sup>th</sup>, award April 19<sup>th</sup>, and construction will begin in mid May. The timeline for this project is to have the first phase complete before the fall 2011 semester begins.
- Building H (presently, the Allied Health Building) - In Fall 2011, this space will become available for additional classroom and faculty offices. Dr. Raspiller has appointed a committee to receive proposals from the Bryan Campus Division Chairs that are seeking additional space for their respective programs. The committee has completed the review of proposals and submitted their findings to Dr. Raspiller for review. The overall impact will have very little construction involved. The design of these improvements will be done in-house with our facilities staff. Once the design is complete, we will seek the Board's authorization to seek bids for the improvements.
- Central Plant - We are reviewing an engineering proposal to authorize the design of the new chiller. The schedule, at this time, is to seek bids in late April, award in May, and complete construction by late August.

##### Brenham Campus:

- Student Housing - We have awarded the contract to Collier Construction, for \$9,926,000.00 for the construction of the student housing facility. The project is under construction and scheduled for completion by July 15, 2011. The contractor has started the framing of the building and the drainage infrastructure. The contractor has said that the project is on schedule, but that we are on a tight schedule.
- Central Plant - There are some piping modifications and electrical improvements that we need to consider at the central plant and this plan will be studied and brought to the Board for future action.
- Band Hall - The Band Hall project has been awarded to Collier Construction. The project is under construction and on schedule for completion in the fall of 2011.
- Agriculture Facility - We have awarded a Guaranteed Maximum Price (GMP) of \$2,133,000.00 to Collier Construction for the construction of the Ag Shop Building. The Ag Shop Building is substantially complete and the welding classes are being held in the building this spring.
- The Ag Classroom Building - The project has been awarded to Collier Construction. The project is under construction. The contractor has been pouring concrete for the parking lot

and completing the dirt work. The building slab first pour was March 4<sup>th</sup>. The metal building should arrive in mid-March and the erection should start soon.

- Star of the Republic Museum - The project has been awarded to Gowan Construction. The project is under construction.
- Campus Wide Fiber Extensions - This project has been awarded to JSL Construction. The project is 100% complete.
- Lawn care - The College received and awarded a new 3-year lawn care bid to Glasco for the maintenance of the lawn and flower beds. Their contract started in January.
- **ACHIEVING THE DREAM - GATEWAY MATH AND ENGLISH COURSE COMPLETION**

Dr. Rosemary Sundet reviewed three Achieving the Dream initiatives, focusing primarily on paired developmental courses and associated data.

- **ACADEMIC DUAL CREDIT PROGRAM UPDATES**

Ms. Cathy Stuckert gave an update on dual credit programs (a copy of a *Brenham Banner-Press* article is attached and made a part of these *Minutes*). Ms. Stuckert reviewed the dualcredittexas.org website for the Board.

#### **ITEM 10. ADMINISTRATIVE ANNOUNCEMENTS:**

- **UPCOMING EVENTS**

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

- Brazos County Advisory Committee meeting to be held Thursday, March 10 at Noon on the Bryan campus
- Next Blinn Home Athletic Games:  
March 9 - Baseball vs South Suburban, 6:00 p.m.  
March 9 - Softball vs Lamar, 2:00 & 4:00 p.m.  
March 16 - Baseball vs Alvin, 7:00 p.m.  
Full Athletic Schedules can be found on the Blinn website [www.blinn.edu](http://www.blinn.edu)
- Spring Break for the College is March 14-18
- UIL Academic Meets on the Brenham campus, March 25 and April 1; Regional Meets on April 15 (no classes on Brenham campus) & April 16
- Bryan Campus Theatre Production "The Diary of Anne Frank" on March 31 - April 2 at 7:30 p.m. and April 3 at 2:00 p.m. Presented in residence at The Theatre Company, located in the Tejas Shopping Center on Villa Maria. Contact 979/209-7444, x2 for general inquiries
- Brenham Campus Theatre Production "The Kitchen Witches" on April 8 & 9, at 7:00 p.m. in the MRW Studio Theatre, Brenham Campus
- Next Regular Board meeting is Tuesday, April 19, 2011, at 7:00 p.m. on the Brenham Campus
- Golden Dragon Acrobats to perform on April 10 at 7:00 p.m. in the Dr. W.W. O'Donnell Performing Arts Center, Brenham Campus. Contact the Blinn College ticket box office at 830-4024
- Maifest - Friday, May 6; and Saturday, May 7 - Board & Administration are invited to participate - Float #3 to share with BISD. Parades begin at 10:30

**ITEM 11. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)**

The public was recessed for a break at 8:17 p.m.

The public was recessed for closed session at 8:25 p.m.

The public session was reconvened at 9:35 p.m.

The public was recessed for closed session at 9:36 p.m.

**CLOSED SESSION:**

**ITEM 12. 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, SCHULENBURG, AND SEALY (*GOV'T. CODE, SEC. 551.072*)
- (C) CONSULTATION WITH ATTORNEY (*GOV'T. CODE, SEC. 551.071*)

**ITEM 13. RECONVENE PUBLIC SESSION**

The public session was reconvened at 11:46 p.m.

**ADDITIONAL ACTION ITEMS:**


**ITEM 14. 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, SCHULENBURG, AND SEALY
- (C) CONSULTATION WITH ATTORNEY

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 2010-2011 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

**ITEM 15. ADJOURNMENT**

On a motion by Mr. Toubin, seconded by Mr. Lange, the Meeting was adjourned at 11:48 p.m.

  
 Mr. Atwood C. Kenjura  
 President

  
 Mr. Steve M. Westbrook  
 Secretary