

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, October 18, 2011, 7:00 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; Mr. Douglas R. Borchardt, Secretary; Mr. Norwood Lange; Mrs. Carolyn Miller and Mr. David Sommer.

Board members not present: Dr. Henry J. Boehm, Jr.

Members of the College staff in attendance were: 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; Mr. Thomas Brazzel, Ms. Carol Caddell, Ms. Kris Janes, Ms. Brook Mikles, Mr. Brad Nies, Mr. Richard O'Malley, Ms. Jennifer Patrick, Mr. Joe Al Picone, Mr. Doug Pierce, Dr. Milton Radke, Ms. Karla Roper, Mr. Ross Schroeder, Mr. Dick Speas, Dr. Rosemary Sundet, Mr. Jeff Tilley, Dr. Larry Watson and Ms. Ann Weir.

Also registered as in attendance were: Mr. Willy Dilworth, Washington County Appraisal District; Ms. Allison P. Smith, *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. Miller.

ITEM 2. PUBLIC COMMENT

There was no public comment.

NON-ACTION ITEMS:

ITEM 3. BRENHAM CAMPUS THEATRE ARTS PROGRAM STUDENT AWARDS RECOGNITION

Mr. Brad Nies, Fine Arts Professor, introduced a group of theatre arts students. He recognized students and faculty who received awards. Both Cody "Iowa" Hawkins and Tyler Morton received the Irene Ryan Award for their role in "Amadeus," Blinn's entry to the Kennedy Center/American College Theatre Festival (KC/ACTF) for Fall 2011. The entire costume crew of "Amadeus" also received a Meritorious Award for their work. The production of "Amadeus" was directed by Bradley A. Nies, Technical Direction was by Kevin Patrick and Costume and Make-Up Design was by Jennifer Patrick.

ITEM 4. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING SEPTEMBER 30, 2011

Dr. Miller reviewed the financial statement and list of checks for the period ending September 30, 2011 (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.

CONSENT AGENDA ITEMS:

ITEM 5. REVIEW AND ACTION TO APPROVE MINUTES FOR THE SEPTEMBER 20, 2011, REGULAR MEETING AND THE OCTOBER 11, 2011, PUBLIC HEARING

ITEM 6. REVIEW AND ACTION TO APPOINT MEMBERS TO THE SCHULENBURG CAMPUS ADVISORY COMMITTEE

ITEM 7. REVIEW AND ACTION TO REVISE AND ADOPT BOARD POLICY *BCB (LOCAL): BOARD INTERNAL ORGANIZATION - BOARD COMMITTEES*

ITEM 8. REVIEW AND ACTION TO APPOINT MEMBERS TO THE STANDING BOARD COMMITTEES:

- A) AUDIT / BUDGET
- B) FACILITIES / REAL ESTATE
- C) LEGISLATIVE
- D) LONG-RANGE PLANNING

ITEM 9. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR COPY PAPER FOR ALL CAMPUSES

On a motion by Mr. Borchardt, seconded by Mr. Sommer, the Board voted to approve the **CONSENT AGENDA ITEMS: ITEM 5** - Minutes for the September 20, 2011, Regular Meeting and the October 11, 2011, Public Hearing Meeting Minutes; **ITEM 6** - Appointments of Ms. Heather Eilers for a term of November 2011 through November 2014 and Mr. Chris Proske for a term of November 2011 through November 2013 to the Schulenburg Advisory Committee (copies of the new member's bios are attached and made a part of these *Minutes*); **ITEM 8** - Appointments of: Mr. Borchardt and Mrs. Miller to the Audit/Budget Standing Board Committee; Mr. Kenjura and Mr. Toubin to the Facilities/Real Estate Standing Board Committee; Dr. Boehm, Mr. Sommer, and Mr. Toubin to the Legislative Standing Board Committee; and Mr. Borchardt, Mr. Lange, and Mrs. Miller to the Long-Range Planning Standing Committee (a copy of the list of Board Committee Appointments is attached and made a part of these *Minutes*) and **ITEM 9** - Administration to Seek and Award Bids for Copy Paper for All Campuses (a copy of the AccuSource Solutions Expense Management Agreement, which was terminated on September 29, 2011, is attached and made a part of these *Minutes*) as presented.

On a motion by Mr. Toubin, seconded by Mrs. Miller, the Board voted to approved the **CONSENT AGENDA ITEM 7** - Revisions to Board Policy *BCB (Local): Board Internal Organization - Board Committees* (a copy of the amended proposed Board Policy is attached and made a part of these *Minutes*) as amended and presented.

OTHER ACTION ITEMS:

ITEM 10. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO AWARD A CONTRACT FOR AN EXCLUSIVE BEVERAGE CONTRACT FOR ALL CAMPUSES

Dr. Miller reviewed the Request For Proposal process and compared proposals from Coca-Cola and Pepsi (copies of the Exclusive Vending Agreement Comparison and Coca-Cola Proposal are attached and made a part of these *Minutes*).

Dr. Miller recommended the Board accept the proposal from Coca-Cola, which was the highest bidder. He reviewed the highlights of the proposal from Coca-Cola. Dr. Miller responded to questions from the Board. The target start date is January 2012.

On a motion by Mr. Lange, seconded by Mr. Sommer, the Board voted to Award a Contract for an Exclusive Beverage Contract to Coca-Cola for the period of January 2012 through December 2016 for a total value of \$726,482.00 as presented.

ITEM 11. REVIEW AND ACTION TO ADOPT A RESOLUTION RELATED TO THE TAXATION OF GOODS-IN-TRANSIT THAT ARE OTHERWISE EXEMPT FROM TAXATION UNDER SECTION 11.253, TEXAS TAX CODE, PURSUANT TO THE OCTOBER 11, 2011, PUBLIC HEARING

Ms. Cathy Boeker reviewed the background of Goods-In-Transit, as well as, the current changes brought forth by Legislation (copies of background information, changes and bill analysis to Senate Bill 1, the 2007 Blinn College Resolution regarding Goods-In-Transit and the proposed 2011 Blinn College Resolution regarding Goods-In-Transit are attached and made a part of these *Minutes*). Blinn College was part of a joint hearing with all local taxing entities held on October 11, 2011, regarding the changes made by Senate Bill 1 to the taxation of Goods-In-Transit.

Ms. Boeker recommended the Board continue to tax items defined as Goods-In-Transit that are otherwise exempt by passing the Resolution including in their Board packets.

On a motion by Mr. Sommer, seconded by Mrs. Miller, the Board voted to Adopt a Resolution Related to the Taxation of Goods-In-Transit that are Otherwise Exempt from Taxation Under Section 11.253, Texas Tax Code, Pursuant to the October 11, 2011, Public Hearing as presented.

REPORTS, ANNOUNCEMENTS AND OTHER NON-ACTION ITEMS:

ITEM 12. REPORTS:

- **BUILDINGS AND GROUNDS**

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

Bryan Campus:

- Allied Health HSC Campus - We have moved into the new building and we are functioning in all five of the Allied Health Divisions located on this campus. There are a few punch list items to be resolved, as well as, a few operational issues to be worked out. From a facilities standpoint, this project should be completed in full by the end of October.

- Building E, Student Center - This project has been put on hold for the summer, although we have incorporated some very minor wall adjustments in this space to provide a more user friendly space for the students.
- Building H (presently, the Allied Health Building) - This project is complete.
- Central Plant - Chiller #2 replacement project is substantially complete with a few punch list items remaining. The Chiller is fully operational and working.
- Additional improvements needed at the Central Plant are the replacement of two additional ice tanks and an improved control system. Once we have determined that funds will be available, these projects will be brought to the Board as action items.
- Parking Lot Project - We are presently negotiating a Professional Engineering Agreement with Bleyl & Associates, a local engineering firm, for the Design and Construction Phase Services for a new parking lot. The parking lot will be located north of the existing campus and the lot will be accessible from the campus with a pedestrian bridge. The proposed lot can also be accessed with vehicular traffic from Villa Maria. The project will be divided into phases with an estimated construction cost for the first phase of \$500,000.00. The first phase will consist of: a) pedestrian bridge; b) approximately 500 linear feet of street improvements connecting to Villa Maria and c) parking spaces for approximately 100 cars. The project is budgeted within the R&R budget.

Brenham Campus:

- Student Housing - The project is substantially complete. There are still punch list items and operational training items that need to be completed. The project should be closed by the middle of November.
- Central Plant - We are presently negotiating a Professional Engineering Agreement with DBR for the Design and Construction Phase Services for an electrical switchgear replacement project and the replacement and upgrades to pumps and frequency drives at buildings located along the chilled water loop in zone 3 and zone 1. These improvements will enhance the capacity of our existing chillers and will provide a more efficient use of both energy and chilled water.
- Band Hall - The project is substantially complete. There are a few punch list and operational issues to resolve and should be completed by the end of October.
- Band Hall - There are two projects that were not included in the original design of this expansion that will need to be completed this year: 1) Exterior Signage - we are developing plans in-house for the exterior signage for this building and 2) Sprinkler System - there were no plans in the original design for a sprinkler system. These plans are being prepared and we will be seeking bids from contractors for the installation of a sprinkler system. Both of these improvements will be paid for from budgeted funds in the R&R Budget.
- Agriculture Shop Facility - Complete.
- The Ag Classroom Building - The project is substantially complete. There are a few punch list and operational issues to resolve and should be completed by the end of November. There are items including the fencing, sprinkler systems and exterior signage that still need to be completed on this project. The funds to pay for these improvements are included in the project budget.

• SACS 5 YEAR REPORT FOLLOW-UP

Dr. Rosemary Sundet, Dean of Institutional Effectiveness and Accreditation, reviewed the SACS 5 Year Report Follow-Up with the Board. She assured the Board that all areas in which SACS requested additional information or clarification have been addressed in the recently submitted follow-up report. Blinn is up for re-accreditation in 2015. Dr. Sundet responded to questions from the Board.

- **CAMPUS HEALTH CLINICS**

Ms. Carol Caddell, Brenham Campus Health Clinic Registered Nurse and Ms. Brook Mikles, Bryan Campus Health Clinic Registered Nurse, reviewed the first year statistics for both Campus Health Clinics. 972 clients were seen at the Brenham Health Clinic and 1693 clients were seen at the Bryan Health Clinic during the first year of operation. Ms. Caddell and Ms. Mikles reviewed clinic activities, such as: professional associations, health fairs, flu vaccinations and alcohol and drug education programs. In the future, they would like to expand into prevention outreach and educational seminars. Ms. Caddell and Ms. Mikles responded to questions from the Board.

- **BLINN COLLEGE FOUNDATION**

Mr. Joe Al Picone, Executive Director, Blinn Foundation, reviewed the Foundation activities since inception for the Board (a copy of the presentation is attached and made a part of these *Minutes*).

ITEM 13. ADMINISTRATIVE ANNOUNCEMENTS:

- **UPCOMING EVENTS**

Mr. Borchardt, Mr. Sommer, Mrs. Miller and Mr. Kenjura reported on the American Community College Trustees Leadership Conference.

Mr. Kenjura announced the following (a copy of the announcements is attached and made a part of these *Minutes*):

- Sealy Advisory Committee meeting on October 20, at Noon.
- Endowed Scholarship Luncheon on Saturday, October 22, 11:30 a.m., Blinn College Student Center, Janis Sneed Banquet Room, Brenham Campus, honoring donors and recipients.
- Camp For All “Rocks”, honoring Beth and David Sommer on Saturday, October 22, 6:00 p.m., 6301 Rehburg Road, Burton, TX.
- Sara Hickman Concert on Sunday, October 23, 7:00 p.m. in the Dr. W.W. O’Donnell Performing Arts Center, Brenham Campus. Tickets: \$10 General Admission; \$5 Students (Box Office 830-4024).
- Bryan Campus Theater Department presents “Sherlock Holmes: The Final Adventure” - October 27-29, 8:00 p.m. Free and open to the public in the Dr. Barbara L. Pearson Banquet Room.
- Blinn Schulenburg Campus - Schaefer Observatory will be open Halloween evening, Monday, October 31. Star Party festivities begin at 7:00 p.m. Master Astronomer Gordon Houston will be on hand to conduct a constellation tour and operate the 14” Celestron telescope. For more information call (979) 743-5237.
- Texas Higher Education Coordinating Board Leadership Conference in Austin on November 3 & 4. Board members to attend.
- Schulenburg Advisory Committee meeting on November 9 at Noon.
- Health Science Center Ribbon Cutting, 8441 State Hwy 47, Suite 2500, Bryan on November 11, 4:00-7:00 p.m.
- Blinn Theatre Arts production of “Raggedy Ann and Andy” on Nov. 16-19, 7:00 p.m. and Nov. 20, 2:00 p.m., in the Dr. W.W. O’Donnell Performing Arts Center, Brenham campus.
- Regular Board Meeting - Tuesday, November 15 at 7:00 p.m.

ITEM 14. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV’T. CODE, SEC. 551.101)

The public was recessed for a break at 8:47 p.m.

The public was recessed for closed session at 8:57 p.m.

CLOSED SESSION:

ITEM 15. 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*)

ITEM 16. RECONVENE PUBLIC SESSION

The public session was reconvened at 10:12 p.m.

ADDITIONAL ACTION ITEMS:

ITEM 17. 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

On a motion by Mr. Borchardt, seconded by Mr. Lange, the Board voted to employ new Faculty and Professional Staff on one-year contracts for the 2011-2012 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

ITEM 18. ADJOURNMENT

On a motion by Mrs. Miller, seconded by Mr. Sommer, the Meeting was adjourned at 10:15 p.m.


 Mr. Atwood C. Kenjura
 President


 Mr. Douglas R. Borchardt
 Secretary