

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, November 18, 2014, 6:30 p.m.

The Board of Trustees convened at 6:30 p.m., in the Board Room with the following members present:

Mr. Douglas R. Borchardt, President, presiding; Mr. Atwood C. Kenjura, Vice President; Mr. David Sommer, Secretary; Mrs. Theodora "Teddy" V. Boehm; Mrs. Carolyn D. Miller, CPA; Mr. Richard Powell and Mr. Leon B. Toubin.

Board members not present: None

Members of the College staff in attendance were: Dr. Harold Nolte, District President; Dr. Sylvia McMullen, President, Brazos County Campuses; Ms. Kelli Shomaker, Senior Vice President, Finance and Administrative Services/CFO; Dr. Dennis Crowson, Senior Vice President, Student Services; Ms. Cathy Boeker, Associate Vice President, Government & Public Affairs; Mr. Joe Baumann; Ms. Kris Beckendorf; Mr. Mark Bernier; Mr. Richard Bray; Ms. Karen Buck; Mr. Joseph Engle; Dr. Diane Lovell-Osburn; Mr. Robert Lovelidge; Dr. Kyle Merten; Dr. Michelle McGehee; Mr. Richard O'Malley; Dr. Greg Phillips; Ms. Rebecca Ruffino; Mr. John Schaffer; Mr. Jeremy Thomas; Mr. Jeff Tilley; Dr. Mary Barnes-Tilley and Dr. Patricia Westergaard.

Also registered as in attendance were: Mr. Steven Adams, Specialized Public Finance, Inc.; Mr. Kyle Cunningham, Brenham Banner-Press; Mr. Sam Peshek, The Eagle and Ms. Mary Janet Reyes, KWHI.

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

The meeting was called to order by Mr. Borchardt. The prayer was given by Mrs. Miller and the pledge was led by Mrs. Miller.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 2. DISTRICT PRESIDENT ADMINISTRATIVE ANNOUNCEMENTS

Dr. Nolte reviewed upcoming events and other administrative announcements (copies of the power point presentation, announcements and upcoming events are attached and made a part of these *Minutes*):

DISTRICT UPDATES

- Spring registration is up about 800 students over last year's pace. We are up about 100 students on the Brenham campus and 700 in Bryan. On December 5, we will begin the Pay Go process and that will give us a better indication of what our final enrollment will look like. Last spring we enrolled 17,500 and this year we're looking at 18,000 - 18,500.
- During our most recent Administrative Council, Faculty Senate and Division Leadership Council meetings, each asked that faculty be included in college-wide searches, especially the searches for a new District President, Vice President for Instruction for Academic Programs and Vice President for Instruction for Technical and Workforce Education.
- The District President's Holiday Receptions will be held December 17, in Brenham and December 18, in Bryan.
- The December Board Meeting will be hosted on the Bryan campus December 16.
- We will have our Faculty Convocation January 13, and our Staff Convocation February 27.

RECENT EVENT - LIVESTOCK JUDGING CHAMPIONSHIP

- The Livestock Judging Team won the American Royal Livestock Judging Competition in Kansas City, Missouri this month.
- This is the first time we have won this particular competition.
- We have now won national competitions in seven of the last eight years.

RECENT EVENT - ENDOWED SCHOLARSHIP LUNCHEON

- At our Endowed Scholarship Luncheon this weekend, we recognized the donors of six new endowed scholarships totaling approximately \$135,000. Including these six new additions, the Blinn Foundation now offers 226 endowed scholarships worth approximately \$14 million.
- Every year, this luncheon demonstrates our community's commitment both to the importance of higher education and to the students we serve. In establishing these scholarships, the donors give our students the opportunity for a brighter future.

RECENT EVENT - SUCCESSFUL NIGHT AT THE MUSEUM

- Last month, we told the Board about Night at Star of the Republic Museum. We're pleased to say that the event had its largest turnout yet, with approximately 300 visitors coming to the Museum.

UPCOMING EVENT - WILLY WONKA

- The Brenham Campus Theatre Program will host Willy Wonka November 20-22, at the O'Donnell Performing Arts Center.

UPCOMING EVENTS			
Nov. 20-21	Texas Higher Education Leadership Conference	All Day	Austin, TX
Dec. 3	Blinn Foundation Board Meeting	11:45 a.m.	Board Dining Room
Dec. 6-9	SACS Annual Meeting	All Day	Nashville, TN
Dec. 10	Gary Ivy Retirement Reception	2:30-4:30 p.m.	Admin. Bldg.
Dec. 14	Blinn Foundation Event - Baldknobbers	3 p.m.	O'Donnell Center
Dec. 17	President's Holiday Reception – Brenham	11 a.m.-1 p.m.	Banquet Room

Dec. 18	President's Holiday Reception – Bryan	11 a.m.-1 p.m.	Banquet Room
Dec. 19	Fall Graduation	6:30 p.m.	Bryan Civic Auditorium

ITEM 3. BRAZOS COUNTY CAMPUSES UPDATE

Dr. McMullen reviewed administrative announcements and campus events (a copy of the announcements are attached and made a part of these *Minutes*):

- Dr. Jimmy Byrd began work November 3, as the new Bryan Campus Chief of Staff.
- Our Parking Task Force continues to monitor on-campus parking and has seen pressure on our parking lots subside, with 200-300 spaces available even during peak hours. We're looking at ways to ease congestion early in semesters and looking at offsite parking at Post Oak Mall.
- We have also added parking at the Armory on 25th Street. It's about three blocks from campus and students can park and walk to class.
- We are working to improve traffic flow as well, and looking at ways to minimize the interaction between foot and vehicle traffic.
- The task force has also reviewed the cost of parking permits and has made recommendations.
- We are starting due diligence on the Carson St. Armory, which the City of Bryan acquired and has indicated it will gift to us.
- We continue to work with Texas A&M's College of Engineering. We expect to have 500 Engineering Academy students next year (400 on the Bryan campus, up from 227 this year, and another 100 in Brenham). Students would be able to apply to the Engineering Academy through Blinn, whereas previously students had to apply to A&M and be invited into the program.
- We have been asked to present on the Engineering Academy at an international conference with Texas A&M in June.
- We have met with a vendor for on-campus security cameras that will increase the number of cameras on campus while decreasing the cost.

RECENT EVENT - 10TH COURT OF APPEALS VISITS CAMPUS

- The Texas 10th Court of Appeals held session on our Bryan campus October 29, hearing four cases before an audience of faculty, staff, students and community visitors.
- Court sessions on college campuses are very rare and this is the third consecutive year the 10th Court has visited due to its strong working relationship with Legal Assistant Program Director, Robert Stanberry and the success of its previous visits.

UPCOMING EVENT - LIGHTNING IN A BOTTLE

- Blinn will present "Lightning in a Bottle: 10-Minute Plays" by various playwrights November 20-22. This evening of one-act plays packs a punch from some of the most prominent and up-and-coming American playwrights.

UPCOMING EVENT - SPEAK UP, SPEAK OUT

- The Communication Studies Program and Division of Visual & Performing Arts will host "Speak Up, Speak Out," a public speaking contest, November 24.
- The public is encouraged to bring its cell phones to vote for the winners via text message.

UPCOMING BRYAN CAMPUS EVENTS			
Nov. 19	SLA Harvest Fest Food Drive	8 a.m. - 5 p.m.	Student Center
Nov. 19	Texas Tech Advisor on Campus	10 a.m. - 1 p.m.	Student Center
Nov. 19	Intramural Soccer	6 p.m.	Intramural Field
Nov. 20	Texas State Advisor on Campus	12:30 p.m. - 4 p.m.	S-157
Nov. 20-22	Lightning in a Bottle: 10-Minute Plays	7:30 p.m.	E-105
Nov. 21	Preview Day	7 a.m. - 2 p.m.	E-105
Nov. 24	Public Speaking Contest	All Day	E-105
Nov. 26-28	Holiday	All Day	Offices Closed
Dec. 1-10	SLA Toy Drive	All Day	Student Center
Dec. 3-4	SGA Blood Drive	9 a.m.- 4 p.m.	E-105
Dec. 5	College & Career Summit	8 a.m. - 2 p.m.	E-105
Dec. 5	SGA General Meeting	2 p.m.	E-132
Dec. 8	Catholic Students Association Feast of the Immaculate Conception Mass	11 a.m. - 2 p.m.	E-105
Dec. 9	Choral Union Winter Concert	7 p.m.	E-105
Dec. 10	SLA Fall Holiday Social	Noon	Student Center
Dec. 12	Early Childhood Intervention Christmas Party	6 p.m.	E-105

ITEM 4. REPORTS:

- **SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS COMMISSION ON COLLEGES - REAFFIRMATION UPDATE**

Mr. Joe Baumann, Dean, Institutional Effectiveness and Enrollment Management, reviewed the results from the recent on-site accreditation visit (a copy of the update is attached and made a part of these *Minutes*). He reviewed the next steps in the accreditation process. The official reaffirmation will be considered at the June, 2015, SACSCOC meeting.

- **QUALITY ENHANCEMENT PLAN**

Dr. Mary Barnes-Tilley, Assistant Dean, Social Science, and Co-Director of the QEP team, reviewed the preliminary results of the accreditation review of the Quality Enhancement Plan (QEP). She discussed the next steps and planned implementation activities. She stated that it is important that excitement and momentum continue for the QEP (a copy of the QEP update is attached and made a part of these *Minutes*).

- **MARKETING AND COMMUNICATION**

Mr. Jeff Tilley, Director, Marketing & Communications, reviewed marketing and communications plans, goals and activities (copies of the Marketing & Communications reports and power point presentation are attached and made a part of these *Minutes*). The importance of consistent branding was discussed. The website will be overhauled this year. He responded to questions from the Board.

- **STUDENT SUCCESS UNITS**

Mr. Jeremy Thomas, Dean of Student Success, and Co-Director of the QEP team, introduced himself to the Board. He reviewed the units that make up the Department of Student Success. He reviewed the activities of each unit (a copy of the Student Success Departmental Board Update is attached and made a part of these *Minutes*). He responded to questions from the Board.

- **BUILDING AND GROUNDS**

Mr. Richard O'Malley, Executive Director, Facilities, Planning and Construction, reviewed the highlights of the Buildings and Grounds Report (a copy of the Buildings and Grounds Report is attached and made a part of these *Minutes*).

ITEM 5. PUBLIC COMMENT

Mr. Borchardt reviewed the guidelines related to public comment.

Mr. Joseph Engel, President, Faculty Senate, addressed the Board on behalf of the Faculty Senate. He asked that the faculty be a part of the process to hire a District President and Vice President of Academic Affairs. He presented the Board with a Resolution (a copy of the Resolution is attached and made a part of these *Minutes*). He also distributed the Faculty Senate's proposed definition of Shared Governance (a copy of the Definition of Shared Governance is attached and made a part of these *Minutes*).

Mr. John Schaeffer, President, Division Leadership Council, addressed the Board on behalf of the Division Leadership Council. He reviewed the purpose of the Division Leadership Council. He read a Resolution from the Council regarding their requested involvement in the hiring process for the positions of District President and Vice President of Academic Affairs (a copy of the Resolution is attached and made a part of these *Minutes*).

ITEM 6. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING OCTOBER 31, 2014

Ms. Shomaker reviewed highlights from the financial statement and list of checks for the period ending October 31, 2014 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). She stated that the results of the 2013-2014 Audit will be presented at the January meeting.

CONSENT AGENDA ITEMS:

ITEM 7. REVIEW AND POSSIBLE ACTION TO APPROVE THE MINUTES FOR THE OCTOBER 21, 2014, REGULAR MEETING

On a motion by Mrs. Miller, seconded by Mrs. Boehm, the Board voted to approve **CONSENT AGENDA ITEM 7** - minutes for the October 21, 2014, Regular Meeting (a copy of the minutes are attached and made a part of these *Minutes*), as presented by the Administration.

ACTION ITEMS:

ITEM 8. DISCUSSION AND POSSIBLE ACTION TO AWARD A CONSTRUCTION CONTRACT FOR THE LEASEHOLD IMPROVEMENTS AT TEJAS CENTER LOCATED AT 3125 SOUTH TEXAS AVENUE, SUITE 1900, BRYAN, TEXAS

Mr. O'Malley reviewed the bids that were received for leasehold improvements at the Tejas Center located at 3125 South Texas Avenue, Suite 1900, Bryan, Texas. The Administration recommended that the bid be awarded to the low bidder, Dudley Construction, in an amount of \$1,368,300, as presented by the Administration. The other bid was in the amount of \$1,480,000.

On a motion by Mr. Sommer, seconded by Mr. Kenjura, the Board voted to award the contract to Dudley Construction, in the amount of \$1,368,300.

ITEM 9. DISCUSSION AND POSSIBLE ACTION TO ADOPT CHANGE IN TUITION, NEW COURSE FEES AND CHANGE IN VEHICLE REGISTRATION FEES

Ms. Shomaker reviewed the proposed changes in the Washington County Dual Credit In-District Tuition and other miscellaneous fees (a copy of the Dual Credit In-District Tuition proposal is attached and made a part of these *Minutes*). Mr. Toubin supports the dual credit program but feels the parents should share the cost. The Board discussed the loss the college is supporting.

On a motion by Mrs. Miller, seconded by Mr. Sommer, the Board voted to authorize the Administration to adopt a change in tuition, new course fees and change in vehicle registration fees, as presented by the Administration.

Mr. Toubin opposed.

ITEM 10. DISCUSSION AND POSSIBLE ACTION TO AWARD RFP # 125 FOR AN EXECUTIVE SEARCH FIRM

Ms. Shomaker reviewed the RFP process and the criteria used to narrow the field (a copy of the RFP tabulation sheet is attached and made a part of these *Minutes*). The committee recommended R.H. Perry & Associates as the firm to be selected. Mr. Borchardt requested that the item be tabled to allow the Board members time to review the top 3 proposals.

On a motion by Mr. Powell, seconded by Mrs. Miller, the Board voted to table the item and that the Board be provided copies of the top three firms. The motion was amended by Mr. Powell seconded by Mrs. Miller to provide the top 4 firms, rather than 3.

ITEM 11. DISCUSSION AND POSSIBLE ADOPTION OF A RESOLUTION TO AUTHORIZE THE ISSUANCE OF "WASHINGTON COUNTY JUNIOR COLLEGE DISTRICT COMBINED FEE REVENUE BONDS, SERIES 2014"

Ms. Shomaker and Mr. Steven Adams, Specialized Public Finance, Inc., reviewed the bond ratings and bid process for the bonds (a copy of the bid summary is attached and made a part of these *Minutes*). An interest rate of 3.53% has been secured. Specialized Public Finance, Inc., recommended that the Board award the sale of the bonds in the amount of \$9,820,000 combined fee revenue bonds, series 2014, to Raymond James & Associates.

On a motion by Mr. Toubin, seconded by Mrs. Boehm, the Board voted to adopt a Resolution to authorize the issuance of Washington County Junior College District Combined Fee Revenue Bonds, Series 2014, and resolving other matters incident and related thereto, as presented by the Administration.

**ITEM 12. DISCUSSION AND POSSIBLE ACTION TO REVISE BOARD POLICY
DJ(LOCAL): ASSIGNMENT, WORKLOAD AND SCHEDULES**

Ms. Rebecca Ruffino, Policy/Government Affairs Manager, reviewed the need to amend Board Policy DJ(LOCAL), Assignment, Work Load and Schedules (a copy of the proposed policy revisions are attached and made a part of these *Minutes*).

On a motion by Mr. Toubin, seconded by Mrs. Miller, the Board voted to adopt revisions to Board Policy DJ(LOCAL), as presented by the Administration.

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

The public was recessed for a break at 8:23 p.m.

The public was recessed for closed session at 8:39 p.m.

CLOSED SESSION:

ITEM 13. CLOSED SESSION:

(A) REAL PROPERTY (GOV'T. CODE, SEC. 551.072)

- i. DISCUSSION OF POSSIBLE PURCHASE, EXCHANGE OR LEASE OF REAL PROPERTY FOR THE BRENHAM, BRYAN, SCHULENBURG AND SEALY CAMPUSES**

(B) PERSONNEL MATTERS (GOV'T. CODE, SEC. 551.074)

- i. DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE OR DISMISSAL OF PUBLIC EMPLOYEES OR OFFICERS**

(C) GIFTS AND DONATIONS (GOV'T CODE, SEC. 551.073)


- i. DELIBERATIONS REGARDING GIFTS AND DONATIONS**

ITEM 14. RECONVENE PUBLIC SESSION

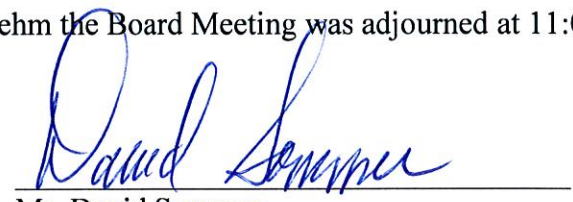
The public session was reconvened at 11:03 p.m.

ITEM 15. ADJOURNMENT

On a motion by Mr. Kenjura, seconded by Mrs. Boehm the Board Meeting was adjourned at 11:05 p.m.



Mr. Douglas Borchardt, Presiding
President



Mr. David Sommer
Secretary