

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Special Workshop Meeting, Friday, August 8, 2014, 8:00 a.m.

The Board of Trustees convened at 8:03 a.m., in the Board Room, with the following members present: Mr. Atwood Kenjura, Vice President, presiding; Mr. David Sommer, Secretary; Mrs. Theodora "Teddy" V. Boehm; Mrs. Carolyn D. Miller, CPA and Mr. Leon B. Toubin.

Board members not present: Mr. Douglas R. Borchardt, President and Mr. Norwood Lange.

Members of the College staff in attendance were: Dr. Harold Nolte, District President; Dr. Sylvia McMullen, President, Brazos County Campuses; Dr. Dennis Crowson, Senior Vice President, Student Services; Dr. Cynthia Griffith, Vice President, Instruction for Technical and Workforce Education; Ms. Cathy Boeker, Associate Vice President, Government & Public Affairs; Mr. Joe Baumann; Mr. Richard Bray; Mr. Max Hibbs and Ms. Rebecca Ruffino.

Also registered as in attendance were: Ms. Amy Magee, TASB Senior Attorney for Community Colleges; Mr. Jordan Overturf, **The Eagle** and Dr. Joseph H. Silver, Sr., Managing Partner, Silver & Associates.

ITEM 1. CALL MEETING TO ORDER

The meeting was called to order by Mr. Kenjura.

ITEM 2. PUBLIC COMMENT

None.

ITEM 3. QUALITY ENHANCEMENT PLAN, STRATEGIC PLAN AND SACS ON-SITE VISIT

Dr. Joseph H. Silver, Sr., Managing Partner, Silver & Associates, was introduced by Mr. Joe Baumann, Dean, Institutional Effectiveness and Enrollment Management. Dr. Silver reviewed what the Board should expect during the SACSCOC on-site visit (a copy of Dr. Silver's PowerPoint Presentation is attached and made a part of these *Minutes*). He reviewed the Foundation of the Principles of Accreditation. Dr. Silver stressed the importance of the peer review process. He informed the Board that SACSCOC looks closely at Institutional Effectiveness, Student Learning Outcomes, Quality Enhancement, Evidence and Documentation. He told the Board that the Compliance Report satisfied all standards related to the Board except that the institution will be required to produce the evaluation of the President. He responded to questions from the Board regarding the distinction between the policy-making functions of the Board and the responsibility of the Administration and Faculty to implement policy. He walked the Board through a series of questions to ponder for the on-site visit.

- Why does the institution host the On-Site Committee?
- What is the purpose of the On-Site Committee?
- Who serves the On-Site Committee?
- What can the institution expect?
- What can the Board expect?
- What standards will be reviewed during the On-Site visit?

The make-up of the committee is determined from the off-site report. We can expect at least a 3-day on-site visit. He discussed what the Board should do to prepare for the on-site visit.

1. Make yourself available
2. Be aware of what is expected of the Board
3. Show unity
4. Know who will speak for the Board

Dr. Silver feels that Blinn College is ready for the on-site visit.

The participants were recessed for a break at 9:32 a.m.

The participants were reconvened at 9:49 a.m.

Mr. Baumann reviewed the purpose behind the Quality Enhancement Plan "QEP" and the process utilized to identify Blinn's QEP. He discussed SACSCOC's requirement for the QEP. The Board asked questions about developmental education.

The QEP will focus on learning communities which will be designed to enhance student learning. Each cohort will also take a success course. He reviewed a timeline for the QEP implementation. Mr. Baumann distributed copies of the proposed QEP budget (a copy of the budget is attached and made a part of these *Minutes*). The plan is for the QEP to eventually be self-sustaining. Mr. Sommer, who served on the QEP Development Team, spoke to the intense process that took place to arrive at the QEP. The Board is proud and excited to make this investment.

The participants were recessed for a break at 10:40 a.m.

The participants were reconvened at 10:52 a.m.

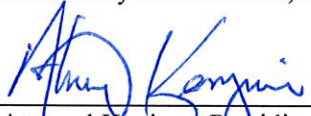
ITEM 4. TEXAS ASSOCIATION OF SCHOOL BOARDS

- **OPEN MEETINGS ACT**

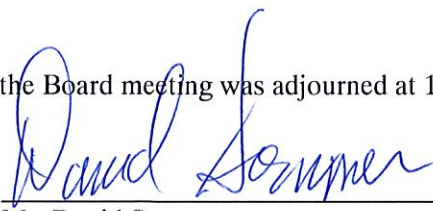
Ms. Amy Magee, TASB Senior Attorney for Community Colleges, was introduced by Ms. Boeker. Ms. Magee reviewed information about the TASB organization. She discussed issues related to Board governance, specifically Texas Open Meetings Act, Texas Public Information Act and other hot topics. She addressed the issue of Board Committees and other potential violations of the Open Meetings Act (a copy of the handout regarding the Open Meetings Act is attached and made a part of these *Minutes*). Ms. Magee reviewed meeting notice requirements. Closed meeting exceptions were also discussed. She reviewed penalties for failure to comply with open meetings. Ms. Magee briefly reviewed requirements related to the Public Information Act (a copy of the handout regarding the Public Information Act is attached and made a part of these *Minutes*). Other legal Hot Topics were discussed (a copy of the handout regarding Hot Topics is attached and made a part of these *Minutes*). Records retention and its importance were also discussed.

ITEM 5. ADJOURNMENT

On a motion by Mr. Sommer, seconded by Mrs. Boehm, the Board meeting was adjourned at 12:40 p.m.



 Mr. Atwood Kenjura, Presiding
 Vice President



 Mr. David Sommer
 Secretary