

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, January 20, 2015, 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 and; Mr. Richard Powell.

Board members not present: Mr. Leon B. Toubin.

Members of the College staff in attendance were: Dr. Ana M. Guzmán, Interim 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. Richard Bray; Mr. Tom Brazzel; Ms. Karen Buck; Dr. Marcelo Bussiki; Ms. Lisa Caton; Mr. Joseph Engle; Mr. Max Hibbs; Ms. Angela Lawrenz; Ms. Andrea Liner; Mr. Houston McGaugh; Ms. Erin Mellinger; Dr. Kyle Merten; Ms. Susan Myers; Mr. James Reed; Mr. John Schaffer; Mr. Shawn Welch; Dr. Patricia Westergaard and Mr. Brent Williford.

Also registered as in attendance were: Dr. Monica Cortez, Director, Texas A&M Engineering Academy and Workforce Development Programs; Mr. Patrick Crank, Brenham Banner-Press; Mr. Dane Legg, Lott, Vernon and Company, P.C.; Mr. Gilberto Ocanus, guest and Dr. Teri Reed, Vice Chancellor, Engineering, Texas A&M University.

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.

ITEM 2. READING OF A RESOLUTION FOR THE 2014 NATIONAL CHAMPIONSHIP VOLLEYBALL TEAM AND COACH OF THE YEAR

Mr. Borchardt recognized the 2014 National Championship Volleyball Team and Coach of the Year (a copy of the Resolution is attached and made a part of these *Minutes*). Mr. Borchardt called upon Coach Erin Mellinger to say a few words. Coach Mellinger thanked the Board and Administration for their support.

ITEM 3. INTERIM DISTRICT PRESIDENT ADMINISTRATIVE ANNOUNCEMENTS

Dr. Guzmán introduced herself and reviewed her activities during her first two weeks associated with Blinn College. She reviewed her planned meetings with institutional councils for administration, faculty, staff and students. Dr. Guzmán discussed administrative announcements and upcoming events as well as her leadership plan (copies of the power point presentation, announcements and upcoming events are attached and made a part of these *Minutes*). Dr. Guzmán also introduced her husband, Gilberto S. Ocañas.

- We were excited to welcome students back to campus for the first day of the spring semester.
- Members of the Blinn College Student Government Associations will be on hand February 2-3 for Community College Days at the State Capitol.
- Staff Convocation will be February 27 in the Brazos Center.

UPCOMING EVENTS			
Jan. 20	First Day, Spring 2015 Semester	All Campuses	
Jan. 21	Women's Basketball vs. Panola	Brenham P.E. Building	5:30 p.m.
Jan. 22	SGA Welcome Back Breakfast	Schulenburg Campus	
Jan. 22	Sealy Advisory Committee Mtg.	Sealy Campus	4:00 p.m.
Jan. 23	Dr. Nolte Retirement Reception	Brenham Student Center	3:00 p.m.
Jan. 24	Volleyball Recognition Luncheon	Brenham Student Center	11:30 a.m.
Jan. 24	Men's Basketball vs. LSC Cy-Fair	Brenham P.E. Building	7:30 p.m.
Jan. 27	Active Shooter Safety Training	Brenham Student Center	10:30 a.m.
Jan. 27	Active Shooter Safety Training	Brenham Student Center	3:30 p.m.
Jan. 27	SGA Blood Drive	Schulenburg Campus	
Jan. 28	Active Shooter Safety Training	Brenham Student Center	10:30 a.m.
Jan. 28	Active Shooter Safety Training	Brenham Student Center	3:30 p.m.
Jan. 28	Women's Basketball vs. Paris	Brenham P.E. Building	5:30 p.m.
Jan. 28	Men's Basketball vs. Angelina	Brenham P.E. Building	5:30 p.m.
Jan. 29-30	TACC Attorneys Conference	Omni Hotel, Austin, TX	
Jan. 30	Baseball vs. Angelina	Leroy Dreyer Field	4:00 p.m.
Jan. 31	Baseball vs. Ranger	Leroy Dreyer Field	3:00 p.m.
Jan. 31	Women's Basketball vs. Angelina	Brenham P.E. Building	4:00 p.m.
Feb. 1	Museum Exhibit Opening	Star of the Republic	
Feb. 2-3	Community College Days	State Capitol, Austin, TX	
Feb. 4	Women's Basketball vs. Coastal Bend	Brenham P.E. Building	5:30 p.m.
Feb. 4	Men's Basketball vs. Coastal Bend	Brenham P.E. Building	7:30 p.m.
Feb. 4	Spring Semester Day of Record	All Campuses	
Feb. 5	SHSU Advisor on Brenham Campus	Advising Office	10:00 a.m. - 3:00 p.m.
Feb. 11	Men's Basketball vs. Lee	Brenham P.E. Building	7:30 p.m.
Feb. 11	Schulenburg Advisory Committee	Schulenburg Campus	Noon
Feb. 13	BCPA Chili Cook-Off	Rankin Center, Brenham	Noon
Feb. 13	Baseball vs. Frank Phillips	Leroy Dreyer Field	4:00 p.m.
Feb. 13	Sealy Chamber of Commerce Dinner	Sealy Knights of Columbus Hall	6:00 p.m.

Feb. 14	Baseball vs. Weatherford	Leroy Dreyer Field	2:00 p.m.
Feb. 14	Women's Basketball vs. San Jacinto	Brenham P.E. Building	5:30 p.m.
Feb. 14	Men's Basketball vs. San Jacinto	Brenham P.E. Building	7:30 p.m.
Feb. 15	Men's Basketball vs. Houston CC	Brenham P.E. Building	7:30 p.m.
Feb. 17	Board of Trustees Meeting	Brenham Admin. Bldg.	6:30 p.m.
Feb. 27	Staff Convocation	Brazos Center, Bryan	

ITEM 4. BRAZOS COUNTY CAMPUSES UPDATE

Dr. Sylvia McMullen reviewed an overview of spring enrollment. She also previewed the progress being made on the Engineering Academy at Blinn. Blinn recently renewed our Carnegie Classification. Dr. McMullen also discussed fall graduation and early childhood Christmas party.

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

UPDATES

- Winter Minimester set new enrollment records with 1,524 students, a 12 percent increase over last year. Contact hours increased 27 percent to 72,896, also a new high. This growth was fueled by our online courses, with online enrollment increasing 30.2 percent (1,225 of our 1,524 students took their minimester courses online).
- 15,601 enrolled for spring semester as of 1/12/15.
- We continue to work with Texas A&M to finalize the Memorandum of Agreement that will expand the Texas A&M Engineering Academy at Blinn to the Brenham campus. The Brenham campus program is expected to begin in fall 2015 with approximately 100 students who will form a living and learning community, living together in Brenham Park Apartments and taking their classes together as a cohort. In addition to their Blinn classes, they will take one Texas A&M course, taught by a Texas A&M professor, on the Blinn - Brenham campus.
- Faculty Convocation was very successful, with 31 different breakout sessions covering topics such as use of technology in the classroom, improving the classroom environment and introducing a variety of teaching methods.

CARNEGIE CLASSIFICATION

On Jan. 7, the Carnegie Foundation for the Advancement of Teaching recertified Blinn for its Community Engagement Classification, which places us among the top 5% of colleges and universities in the United States in terms of documented public service. Congratulations to Dr. Greg Phillips and the Service Learning Program, which combines community service with classroom instruction. Our Service Learning Program organizes a wealth of projects throughout the year, including our Give Kids a Smile Program, our participation in the C.A.R.S. Program and our biodiesel donations to Brenham Independent School District.

FALL GRADUATION

Our first-ever fall graduation was a huge success. Dr. Kyle Merten, Director, Alumni Relations, and the Blinn Foundation hosted a reception beforehand for the students and their families, and approximately 100 students participated in the commencement ceremony.

ECI CHRISTMAS PARTY

Our Child Development Program hosted its annual Early Childhood Intervention (ECI) Christmas party for infants and toddlers with disabilities or developmental delays. This is our fourth consecutive year to host the ECI Christmas party and this has quickly become a treasured community event for these families and the Child Development faculty and students.

UPCOMING EVENTS

We're excited to have students on campus beginning today. We have a full slate of events planned for Welcome Week, then follow it up with Involvement Week with Student Center programs designed to inform students of the various student organizations available.

UPCOMING BRYAN CAMPUS EVENTS			
Jan. 20	Spring 2015 Classes Begin	All Campuses	
Jan. 20-23	Welcome Week Events	Student Center	11 a.m. - 1:00 p.m.
Jan. 26-27	SGA Blood Drive	Student Center	9:00 a.m. - 4:00 p.m.
Jan. 26-30	Club Involvement Week	Student Center	10:00 a.m. - 2:00 p.m.
Jan. 27	Writing Center Workshop: Types of Sentences	Writing Center	5:00 p.m.
Feb. 4	ADN Program Info Session	HSC Room 3539	5:30 p.m.
Feb. 5	Writing Center Workshop: Thesis Development	Writing Center	Noon
Feb. 9-13	Sigma Phi Lambda Freeway Event	Student Center	8:00 a.m. - 4:00 p.m.
Feb. 10	William Virgil Davis Poetry Reading	Student Center	11:30 a.m.
Feb. 11	Writing Center Workshop: Paragraph Development	Writing Center	Noon
Feb. 13	SLA Valentine's Day Event	Student Center	10 a.m.
Feb. 16-19	Ethnic Student Org. Black History Exhibit	Student Center	

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 5. REPORTS:

- **STAR OF THE REPUBLIC MUSEUM**

Mr. Houston McGaugh, Director, Star of the Republic Museum, discussed the exhibit on African Americans during the Texas Republic and the activities planned during the month of February (a copy of the flyer for all the events is attached and made a part of these *Minutes*). He also reviewed upcoming activities associated with Texas Independence Day.

- **FINANCIAL AID**

Mr. Brent Williford, Director, Financial Aid, reviewed financial aid disbursement numbers. He gave an update on the effort to reduce the student loan default rate (a copy of the financial aid report is attached and made a part of these *Minutes*).

- **BUILDING AND GROUNDS**

Mr. Shawn Welch, Director, Plant Maintenance/Facilities, gave a summary of the written buildings and grounds report (a copy of the buildings and grounds report is attached and made a part of these *Minutes*). He responded to questions from the Board.

- **ENGINEERING ACADEMY**

Dr. McMullen introduced Dr. Teri Reed, Vice Chancellor, Engineering, Texas A&M University. Dr. Reed reviewed the need for additional engineers and the motivation for programs such as Engineering Academies. The history of the program with Blinn was reviewed. She discussed the benefits for both institutions and the future of the Engineering Academy (a copy of the power point presentation is attached and made a part of these *Minutes*).

- **FOUNDATION**

Ms. Susan Myers, Executive Director, Foundation & Resource Development, distributed information to the Board and reviewed ongoing projects and upcoming events (a copy of the events and power point presentation are attached and made a part of these *Minutes*).

- **HOUSING**

Mr. James Reed, Director, Housing and Residential Life, reviewed the spring housing report and discussed possible changes for the fall (a copy of the housing report is attached and made a part of these *Minutes*).

- **ENROLLMENT**

Ms. Andrea Liner, Dean, Admissions & Records/Registrar, thanked the admissions and records staff for all their hard work to start the spring semester. She reported that in one week of having the engineering academy listed as a major on the application to Blinn, 42 students have already expressed an interest for the fall. She reviewed spring enrollment, which currently shows 3% increase in headcount and 3.6% increase in contact hours (a copy of the enrollment report is attached and made a part of these *Minutes*).

ITEM 6. PUBLIC COMMENT

None.

ITEM 7. REVIEW OF INDEPENDENT AUDIT REPORT FOR THE 2014 FISCAL YEAR

Mrs. Carolyn Miller introduced Dane Legg, Lott, Vernon & Company, P.C., Independent Auditors. Mr. Legg reviewed a summary of a clean audit report (a copy of the audit report is attached and made a part of these *Minutes*).

ITEM 8. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING DECEMBER 31, 2014

Ms. Kelli Shomaker reviewed the financial statement and list of checks for the period ending December 31, 2014 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). She highlighted significant items from the report.

CONSENT AGENDA ITEMS:

ITEM 9. REVIEW AND POSSIBLE ACTION TO APPROVE THE MINUTES FOR THE DECEMBER 16, 2014, REGULAR MEETING, DECEMBER 22, 2014, SPECIAL MEETING AND JANUARY 6, 2015, SPECIAL MEETING

ITEM 10. REVIEW AND POSSIBLE ACTION TO APPOINT A NEW MEMBER TO THE SCHULENBURG CAMPUS ADVISORY COMMITTEE

On a motion by Mr. Sommer, seconded by Mrs. Miller, the Board voted to approve **CONSENT AGENDA ITEMS 9-10: ITEM 9** - minutes for the December 16, 2014, regular meeting, the December 22, 2014, special meeting and the January 6, 2015, special meeting (copies of the minutes are attached and made a part of these *Minutes*); and **ITEM 10** - the administration to appoint Scott Byler, to the Schulenburg Advisory Committee for a two-year term from January 2015 thru January 2017 (a copy of Mr. Byler's bio is attached and made a part of these *Minutes*), as presented by the administration.

ACTION ITEMS:

ITEM 11. REVIEW AND POSSIBLE ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A CONSTRUCTION MANAGER AT RISK (CMAR) CONTRACT FOR THE RENOVATIONS OF CLASSROOMS, OFFICE SPACE, STUDENT SERVICE AREAS AND MAINTENANCE UPGRADES ON THE BRYAN CAMPUS

Mr. Shawn Welch reviewed the construction project. He discussed the proposal contract and recommended the Board authorize the administration to negotiate a Construction Manager at Risk (CMAR) contract to Collier Construction for the proposed 2015 student services improvement projects on the Bryan campus.

On a motion by Mr. Kenjura, seconded by Mrs. Boehm, the Board voted to award the CMAR contract to Collier Construction, with a construction budget for these improvements at \$4,370,000.00.

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

The public was recessed for a break at 7:50 p.m.

The public was recessed for closed session at 8:03 p.m.

CLOSED SESSION:**ITEM 12. 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 13. RECONVENE PUBLIC SESSION

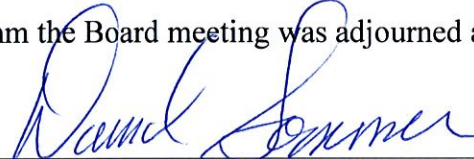
The public session was reconvened at 8:44 p.m.

ITEM 14. ADJOURNMENT

On a motion by Mr. Sommer, seconded by Mrs. Boehm the Board meeting was adjourned at 8:45 p.m.



Mr. Douglas Borchardt, Presiding
President



Mr. David Sommer
Secretary