

Administrative Council Meeting

October 12, 2017 3:00pm – 4:00pm

Board Room Administration Building, Brenham Campus

Attending:

Chancellor, Blinn College District, Dr. Mary Hensley

Bryn Behnke, Mark Bernier, Richard Bray, Karen Buck, Dr. Marcelo Bussiki, Dr. Jimmy Byrd, Laurie Clark, Dr. Dennis Crowson, Danielle Duncan, Becky Garlick, Max Hibbs, Dr. Crystal Lee, Tristain Matthews, Michelle McGehee, Kristi Reddoch, Michelle Shoemaker, Jeff Tilley, Deborah Vavra, Mel Waxler

I. Call to Order (Chancellor)

Chancellor called the meeting to order at 3:00pm.

II. Approval of Minutes (Chancellor)

Mel Waxler moved to approve the February 27, 2017 minutes. Professor Mark Bernier seconded the motion. The past minutes were approved unanimously.

The Chancellor provided general comments of gratitude explaining that everyone had worked very diligently to get the fall semester started smoothly in the wake of Hurricane Harvey. The Chancellor noted that everyone did a tremendous job, and Dr. Hensley thanked everyone for their work in providing for the students, particularly those who were in residential housing in Brenham during the storm.

III. Policy Updates (Executive Vice Chancellor and General Counsel)

Mel Waxler provided an informational overview concerning policies. Mr. Waxler explained that Blinn College contracts with TASB for the oversight of policies at the College. Mr. Waxler explained that policies are supposed to be informative, provide guidance, and facilitate consistency for faculty and staff. During the past two years, Blinn College staff has been working to organize and update policies in accordance with TASB, Texas Association of School Boards policy structure, principles and processes.

Mr. Waxler explained that there are four categories of policies:

Category I: The first category is the TASB LEGAL policies. The LEGAL policies are the statutory law; this is the language that the legislature provides us. It also may include case law. These LEGAL policies are prescribed by law and cannot be changed.

Category 2: The second category is LOCAL Policy. Within the construct of the LEGAL Policy, the Board of Trustees may adopt College LOCAL policies with more specificity and applicability to the local community the College serves.

Category 3: The third category is Administrative Regulations. The Blinn Board of Trustees has designated the Chancellor to be the individual responsible for developing and approving the Administrative Regulations for the District.

Category 4: The fourth category is Exhibits/Forms. An inventory of forms currently is in progress. This inventory will provide a way for the College to be more concise and avoid redundancy in forms. The College presently has 312 forms.

The Blinn College policies, LEGAL, LOCAL, and Regulations have been assembled in one place.

TASB has identified policy types and has labeled these in the following categories by alphabet:

A Policies – Basic District Foundations

B Policies - Local Governance

C Policies – Business, Finance, Support Services

D Policies – Personnel Related

E Policies – Instructional Policies

F Policies – Student Policies

G Policies – Community and Governmental Relations

The last TASB Policy Update was No. 32. Community colleges receive these TASB Updates regularly. These serve to keep policy current as law may be changed by case law, legislation or administrative regulation. TASB updates include both routine and substantive changes.

Mel Waxler also covered the process for LOCAL Policy change, deletion, and/or addition. Executive Council members bring forward an interest in LOCAL Policy amendments to the Blinn Legal Office for technical and legal review. The Executive Council reviews, and once the Chancellor approves of the proposed changes, these are brought forward by the Chancellor through one or more Blinn Board of Trustees Committees to the Board of Trustees. The Board Committee and Board of Trustees agendas and meeting announcements are publicly posted in advance of meetings.

There are four Committees of the Blinn College Board of Trustees:

1. Institutional Policy Committee
2. Budget, Audit, Investment, and Finance Committee
3. Academic and Student Affairs Committee
4. Real Estate and Property Committee

Three of these committees routinely receive the bulk of the LOCAL Policies for review. When local policies are proposed for revision, the Board of Trustees Committee may request an additional review or seek more research from administrative staff. At such time as the Board Committee has completed its review, then it will be publicly posted at a public meeting of the Board of Trustees for action. LOCAL Policies that are placed on the Consent Agenda are either routine or non-controversial. If it is determined that a policy is not properly placed, it could be pulled from the Board of Trustees Consent Agenda for further review.

IV. Facilities Update (Chancellor)

The Chancellor provided a facilities overview, noting that the College currently has implemented five major facilities projects. The Board of Trustees has worked with Blinn College administration and staff to move these facilities projects forward quickly. One has been completed and the others are well on the way to completion. The Chancellor provided committee members a slide presentation with photos of the facilities projects and a thorough description of the progress underway.

Hodde Center

The new building at the Hodde Center is called the Technical Education Annex. Ribbon cutting took place on September 15, 2017. The Brenham Economic Foundation received a grant in partnership with Blinn College and other community partners. It is an extension of the current Hodde Center. Blinn College already is offering workforce and technical classes; some of the classes include Industrial Machining, Heavy Machinery Operation, and Welding.

Bryan Campus Facilities Improvements

Students are heavily using the new outdoor furniture. The additional landscaping provides shading and drainage improvements.

RELLIS Campus

The Blinn RELLIS campus is moving along quickly. Blinn College is building a four-story building with 86,000 SF. This is the second new building at RELLIS to break ground. The Texas A&M University System (TAMUS) Center for Infrastructure Renewal broke ground in September 2016 and opens in 2018.

Blinn College will open its building in July 2018. The landscaping and irrigation has been installed, and the roof is 50% installed. The pipe, electrical, and conduits currently are being installed. Blinn College is negotiating with TAMUS to enter into a contract for the red brick building near Blinn's new building, so that it may be used for office space for Blinn.

The TAMUS building will be located diagonally from the Blinn College building. TAMUS is on track to open its new academic complex building in 2019.

Blinn College will offer all of the first and second year courses for the RELLIS TAMUS colleges located at this site. TAMUS universities will be offering the upper-division programs. Blinn has been working actively to move the Allied Health and Nursing from the Texas A&M University Center to the new TAMUS RELLIS Academic Center, providing a cost savings to the College. The lease will be for 40 years, plus an option to renew for 10 years.

Health Science students will take science and general education courses in the Blinn Building. The specific program requirements for Allied Health (i.e. simulations, etc.) will be taken in the TAMUS academic complex building.

Blinn College has leased 15 acres. Phase one for Blinn College is the first new building. There is discussion about allocating \$3 million (from Blinn) and another \$3 million (from TAMUS); and then to do fund raising to reach a total of \$15 million for a technical and workforce trades building. There are discussions regarding placing Veterinary Tech at RELLIS. There also are discussions about moving the Dental Hygienist program to a more appropriate location. Blinn College also would like to end the lease on the HWY 60 building used for welding and eventually move this program to the technical and trades building.

There will be shared services to provide seamless opportunities for students, such as having a single advisor through the entirety of a student's time at RELLIS. In respect to parking, there likely will be a RELLIS parking permit that will be honored by RELLIS and Blinn. The Fall 2018 Convocation likely will be replaced by the August 23, 2018, 10:00am, Grand Opening of the RELLIS Campus.

Kruse Center

The Kruse Center was funded by private funds from the Kruse family and Blinn College. The grand opening is planned for Friday, December 1, 2017 at 10:00am. The basketball court has been installed, and the floor soon will be painted and sealed. The building will be substantially complete by November 7, 2017. The Kruse Center will be opened to students seven days a week. The Center also will be opened to the community for a fee, which will bring in some additional funding that will assist with some operating costs.

P3 Housing Facility

The new residential housing is funded through a private-public partnership. It is not funded by Blinn College funds. The additional housing will provide opportunities for more enrollment for students seeking housing on the Brenham campus. This facility will have 464 beds and will provide that additional enrollment. The electrical and plumbing has begun. The goal is to open this building for fall 2018. The grand opening is anticipated for August 2018, before moving students into the building.

The Blinn Board has begun conversations about updating and renovating other facilities on the Brenham campus. These announcements will be made in the next few months, after the Board has had the opportunity to fully consider the renovations.

IV. Meeting Adjournment

The meeting was adjourned at 4:00pm