

**MINUTES  
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

**Regular Meeting, Tuesday, November 20, 2007**

The Board of Trustees convened at 7 p.m. in the Board Room with the following members present: Mr. Steve M. Westbrook, President, presiding; Mr. Atwood C. Kenjura, Vice President; Mr. Norwood Lange, Secretary; Dr. Henry J. Boehm, Jr., Mr. Don Jones, Mr. L.J. Lacina, Jr. and Mr. Leon Toubin.

Board members not present: None.

Members of the college staff in attendance were: Dr. Donald E. Voelter, President; Mr. John D. Barkman, Dr. John D. Harris, Dr. Daniel J. Holt, Dr. Debra R. LaCour and Dr. Barbara L. Pearson, vice presidents; Mr. Dennis Crowson, Ms. Rebecca Garlick, Mr. Robert Henrichsen, Mr. Dennis Kocich, Ms. Margie Kovar, Mr. Spencer Lofland, Mr. Gus Mutscher, Mr. Brad Nies, Mr. David Rehr, Mr. Darrell Reimer, Mr. Guadalupe Reyes, Ms. Ann Weir and Dr. Michel Zuch.

Also registered as in attendance were: Mr. Brad Cutright, Cutright and Allen, Inc., architect for the college; Mr. Pat Elliott, Mr. Charles Thielemann, Mr. C.H. Harvey; Ms. Caroline Witte and Ms. Kayla Schmidt, members of the Blinn College volleyball team; Mr. Frank Wagner, KTTX-KWHI; and Mr. Alan Nieschwietz, *Brenham Banner-Press*.

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

The meeting was called to order by Mr. Westbrook. The pledges and prayer were led by Mr. Westbrook.

Mr. Westbrook introduced Mr. David Rehr, Athletic Director and head coach of the college's volleyball team, and two members of the team, which placed 5<sup>th</sup> in the NJCAA national tournament. They presented the trophy won at the tournament. Mr. Westbrook thanked them on behalf of the Board and the college.

**ITEM 2. PUBLIC COMMENT**

Mr. Pat Elliott reviewed a list of issues and recommendations for the college and criticized the Board and Dr. Voelter for their actions related to the contract with American Campus Communities.

Mr. Charles Thielemann commented on the Blinn College Foundation, L.L.C. which he believes grants excessive powers to Dr. Voelter. He stated that Dr. Voelter had not complied for a period of more than 6 months with a written request he had made for additional college documents.

**ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING OCTOBER 31, 2007**

Dr. Holt reviewed the financial statement and list of checks for the period ending October 31, 2007 (copies of the list of checks and the financial statement are attached and made a part of these *Minutes*). He answered questions from Mr. Toubin on the Investments-By-Fund report, Mr. Lange on the "If I Had a Hammer" program contract status. Mr. Jones on the status and cost of remodeling the Workforce

Education facility on the Brenham campus, Mr. Toubin on the utilities cost report and Mr. Jones on payments to Barnes and Noble Bookstore for student book purchase vouchers.

**ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE OCTOBER 16, 2007, REGULAR MEETING, AND OCTOBER 24, 2007, PUBLIC HEARING ON HOUSE BILL 621**

On a motion by Dr. Boehm, seconded by Mr. Jones, the Board voted to approve the *Minutes* of the October 16, 2007, regular meeting, and the October 24, 2007, public hearing on House Bill 621 (a copy is attached and made a part of these *Minutes*).

**ITEM 5. REVIEW AND ACTION TO AWARD BID #563 FOR THE ABATEMENT OF HAZARDOUS MATERIALS IN THE SCHMIDT BUILDING ON THE BRENHAM CAMPUS**

Dr. Holt reviewed the bid tabulation for Bid #563 for the abatement of hazardous materials in the Schmidt Building and recommended the Board accept the low bid from Basic Industries, Inc. of Houston, Texas in the amount of \$18,790 (a copy of the bid tabulation is attached and made a part of these *Minutes*). On a motion by Mr. Toubin, seconded by Mr. Lacina, the Board voted to approve the bid as presented.

**ITEM 6. REVIEW AND ACTION TO AWARD BID #559 FOR SANDBLASTING AND COATING OF STRUCTURAL STEEL UNDER STUDENT CENTER BUILDING ON THE BRENHAM CAMPUS**

Dr. Holt reported that no bids were received. He indicated the bid will be divided into three phases and rebid. A summary of the project prepared by Mr. Brad Cutright, architect for the college, is attached and made a part of these *Minutes*.

**ITEM 7. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK BIDS FOR THE RENOVATION OF THE SCHMIDT BUILDING ON THE BRENHAM CAMPUS**

Dr. Holt presented a request from the administration that the Board authorize the seeking of bids for renovations to the Schmidt Building and bringing those bids to the Board for action at its December or January meeting. On a motion by Mr. Lange, seconded by Dr. Boehm, the Board voted to approve the request for to seek bids as presented by Dr. Holt.

**ITEM 8. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK REQUESTS FOR PROPOSALS (RFP) FOR TRANSPORTATION SERVICES FOR STUDENT TRAVEL FOR THE SPRING SEMESTER 2008**

Dr. Voelter reviewed a request from the administration that the Board authorize the seeking of bids for student travel for the spring 2008 semester. Dr. Boehm suggested that any buses used for such travel should have seat belts. On a motion by Mr. Kenjura, seconded by Dr. Boehm, the Board voted to approve the request as presented by Dr. Voelter.

**ITEM 9. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR NEW HVAC CONTROL SYSTEMS FOR THE PERFORMING ARTS, ACADEMIC, LIBRARY AND BAND HALL BUILDINGS ON THE BRENHAM CAMPUS**

Dr. Holt reviewed the need to purchase new HVAC controls for four buildings on the Brenham campus and explained the nature of the problems with the existing outdated electronic controls. He

indicated the new systems would have central control capability. On a motion by Mr. Lacina, seconded by Mr. Lange, the Board authorized the administration to seek and award bids as requested by Dr. Holt.

**ITEM 10. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK BIDS FOR:**

- (A) NEW CHILLER UNIT FOR THE BRYAN CAMPUS**
- (B) REPLACEMENT OF DIGITAL IMAGING MACHINE FOR THE DENTAL HYGIENE PROGRAM**

- (A) Dr. Holt reviewed the administration's request to seek bids to replace one of the two 400 ton chillers on the Bryan campus. He reviewed the problems with the current chillers which apparently developed vibration issues soon after installation approximately twelve years ago. He indicated the units were purchased from and initially maintained by York. Mr. Kenjura asked why York did not properly repair and maintain the equipment and whether or not there was any recourse against York. Dr. Holt indicated "probably not." There were several questions from the Board about potential warranties and maintenance. On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to authorize the administration to seek bids for replacement of one of the two chillers.
- (B) Dr. Holt reported that the college's film imaging machine used in the dental hygiene program had failed and cannot be repaired due to the unavailability of parts. He recommended seeking bids for a new digital imaging machine rather than another film machine. On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to authorize the administration to seek bids for a new digital imaging machine.

**ITEM 11. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO PARTICIPATE IN A PUBLIC AUCTION WITH OTHER LOCAL GOVERNMENTAL AGENCIES TO DISPOSE OF SURPLUS EQUIPMENT AND TO APPROVE A LIST OF COLLEGE ITEMS TO BE SOLD**

Dr. Holt reviewed the administration's request for the Board to approve a list of surplus college equipment to be sold at a public auction by Switzer Auction Services as has been the practice in recent years. On a motion by Mr. Lacina, seconded by Mr. Kenjura, the Board voted to approve the sale of the surplus equipment as recommended (a copy of the list of equipment to be sold is attached and made a part of these *Minutes*).

**ITEM 12. REVIEW AND ACTION TO AMEND THE 2007-08 SCHOOL YEAR BUDGET TO REFLECT CHANGES IN TAX REVENUES AND OF INCREASED STATE APPROPRIATIONS AS A RESULT OF THE RESTORATION OF STATE FUNDS PREVIOUSLY VETOED BY THE GOVERNOR**

Dr. Holt reviewed the need to make adjustments to the budget since previously vetoed state funds are now being released to the college by the state. He recommended that \$1,000,000 be allocated for contingencies, \$500,000 for repairs and renovations and \$71,000 in additional local tax monies to go into the repairs and renovations or contingencies account. Dr. Boehm offered a motion to authorize Dr. Holt to amend the budget and present it to the Board. The motion was seconded by Mr. Kenjura.

Mr. Jones then offered a motion, seconded by Mr. Lacina to amend Dr. Boehm's motion to clarify that \$1,000,000 would be placed in contingencies and \$500,000 in repairs and renovations accounts as proposed by Dr. Holt. The amendment passed. Following further discussion, Mr. Jones agreed to withdraw his motion and offered a new motion to accept Dr. Holt's recommendation to place \$1,000,000 in the contingencies, \$500,000 in the repairs and renovations account, and to place the new \$71,000 in tax

revenues in the contingencies account. His motion was seconded by Dr. Boehm and the Board voted approval.

Dr. Holt stated that he wanted to clarify for the Board and the general public that the college's 2007-08 school year budget had been reduced by \$1,500,000 to offset the loss of state funds vetoed by the Governor but that the college had never eliminated or reduced employee health insurance benefits due to the veto—other items in the budget, such as travel, had been reduced. He indicated that the action of the Board to amend the budget at this meeting was for the purpose of restoring the previously reduced funds.

**ITEM 13. REVIEW AND ACTION TO INCLUDE DISCUSSION AND POSSIBLE ACTION AT THE DECEMBER BOARD MEETING ON CONTINUATION OR EXEMPTION FROM PROPERTY TAXATION CERTAIN GOODS-IN-TRANSIT PERSONAL PROPERTY AS PROVIDED IN HOUSE BILL 621 PASSED BY THE 80<sup>TH</sup> LEGISLATURE**

On a motion by Mr. Lacina, seconded by Mr. Lange, the Board voted to include an action item on the December 2007 Board agenda to consider the possible continuation of the taxation of certain goods-in-transit personal property as provided in House Bill 621.

**ITEM 14. REVIEW AND ACTION TO RENAME THE PORTION OF WEST SECOND STREET LOCATED BETWEEN BLINN BOULEVARD AND PRAIRIE LEA STREET ON THE BLINN COLLEGE BRENHAM CAMPUS TO "WALTER SCHWARTZ WAY"**

Mr. Barkman reported that the City of Brenham officials had informed the administration that the City had taken action in 2004 to abandon those portions of West 2nd, West 3rd, Prairie Lea, and High Streets located within the boundaries of the Blinn College campus and that the City has no objection to the renaming of that portion of West 2nd Street running in front of the Student Center as long as the new name does not create any confusion for the county emergency services. On a motion by Mr. Kenjura, seconded by Dr. Boehm, the Board voted to rename that portion of West 2nd Street between Blinn Boulevard and High Street to "Walter Schwartz Way" in honor of former Blinn College President and Chancellor Walter C. Schwartz. A copy of the City order abandoning the campus streets is attached and made a part of these *Minutes*.

**ITEM 15. REVIEW AND ACTION TO REVISE BOARD POLICY FLB (LOCAL), STUDENT RIGHTS AND RESPONSIBILITIES, STUDENT CONDUCT**

Dr. Michel Zuch, Director of Student Development, reviewed proposed revisions to Board Policy FLB (Local) to clarify the types of personal electronic devices which students, except for certain emergency personnel, must turn off in the classroom. She also reviewed a proposed addition to the policy to prohibit a student who has received an "F" in a course, as a consequence of scholastic dishonesty, from subsequently withdrawing from the course in order to remove the "F" grade. On a motion by Dr. Boehm, seconded by Mr. Jones, the Board voted to approve the policy as presented. A copy of the revised policy is attached and made a part of these *Minutes*.

**ITEM 16. REPORTS:**

- BUILDINGS AND GROUNDS
- PROPOSED ACTION BY THE BLINN COLLEGE EX-STUDENTS ASSOCIATION TO PURCHASE AN ELECTRONIC MESSAGE SIGN FOR THE BRENHAM CAMPUS
- STUDENT DROPS FROM CLASSES FOR THE FALL 2007 SEMESTER
- CAMPUS CRIME STATISTICS FOR 2006

Dr. Holt reported on the building and grounds projects and issues. He reviewed a single bid of \$32,000 was received for Melcher Hall repairs. He also reported that only one bid in the amount of \$169,000 was received for improvements to the HVAC system in the mainframe computer area of the Academic Building. The bid was much higher than expected. Seven companies attended the pre-bid conference, but only two companies actually submitted qualified bids. Mr. Spencer Lofland stated the original bid estimate was \$131,000. A copy of the bid tabulation is attached and made a part of these *Minutes*. Dr. Holt indicated the administration will seek new bids for both projects.

Dr. Voelter reported on a proposed gift from the Ex-Students Association of \$35,000 to purchase an electronic message sign for the Brenham campus (sample drawings of the proposed sign are attached and made a part of these *Minutes*).

Dr. Dennis Crowson gave a PowerPoint presentation of the number of student drops during the current semester, the college's class attendance policy and SB 1231 bill -- "the six drop law." A copy of his presentation is attached and made a part of these *Minutes*. He answered several questions from the Board.

Dr. Harris reviewed the campus crime report for the Brenham and Bryan campuses for the years 2004 through 2006 (a copy of his report is attached and made a part of these *Minutes*). He noted there had been a substantial drop in crime since surveillance cameras were installed in several buildings. He indicated that burglaries in the residence halls are the principle problem experienced on campus at the present time.

#### **ITEM 17. ADMINISTRATIVE ANNOUNCEMENTS**

Dr. Voelter reported on the following:

- a. The establishment of the Irene Bohne Schroeder and Gliffard Merle Schroeder Scholarship, and
- b. The college received a gift of \$40,000 from the Marshall Verne Ross Foundation.

The meeting was recessed for a break at 9:08 p.m.

#### **ITEM 18. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)**

The public session was recessed for a closed session at 9:16 p.m.

#### **ITEM 19. 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 AND SCHULENBURG (*GOV'T. CODE, SEC. 551.072*)

#### **ITEM 20. RECONVENE PUBLIC SESSION**

The public session was reconvened at 10:25 p.m.

#### **ITEM 21. REVIEW AND 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 AND SCHULENBURG**

On a motion by Dr. Boehm, seconded by Mr. Kenjura, the Board voted to accept the resignations of Ms. Jody Aranda, police officer on the Bryan campus, effective November 30, 2007; and Ms. Brittney Sheely, recruiter on the Bryan campus, effective January 1, 2008.

On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to employ Ms. Tabitha Snoddy, Financial Aid and Veteran's Benefits Advisor, for the period November 26, 2007, through August 31, 2008, on a 12 month contract basis, and Mr. Claude Free, Police Chief, for the period January 1 through August 31, 2008 on a 12 month contract basis.

On a motion by Dr. Boehm, seconded by Mr. Jones, the Board voted to approve one-year contracts for coaches Mr. Brad Francione, to be effective January 1, through December 31, 2008, on an 11 month contract basis; Mr. Lloyd Spotted Wolf and Mr. Tony Haynes to be effective January 1, 2008 through December 31, 2008 on a 10 month contract basis.

**ITEM 22. ADJOURNMENT**

On a motion by Mr. Lacina, seconded by Mr. Toubin, the meeting was adjourned at 10:28 p.m.



Mr. Steve M. Westbrook  
President



Mr. Norwood Lange  
Secretary