

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, June 21, 2011, 7:00 p.m.

The Board of Trustees convened at 7:07 p.m. in the Board Room with the following members present: Mr. Atwood C. Kenjura, President, presiding; Mr. Leon B. Toubin, Vice President; Dr. Henry J. Boehm, Jr., Mr. Douglas R. Borchardt, and Mr. Norwood Lange.

Board members not present: Mr. Steve M. Westbrook, Secretary; and Mr. L.J. Lacina, Jr.

Members of the College staff in attendance were: Dr. Robert Brick, Dr. Debra LaCour, and Dr. Van Miller, Vice Presidents; Dr. Kathy Anzivino, Interim Vice President; Dr. Ted Raspiller, Provost Brazos County Campuses; Ms. Cathy Boeker, Executive Administrator of External Affairs; Mr. Billy Ballow, Mr. Thomas Brazzel, Mr. Brian Burk, Ms. Jeri Dulaney, Ms. Becky Garlick, Mr. Brian Gonyer, Ms. Julie Maass, Dr. Milton Radke, Ms. Karla Roper, Mr. Michael Schaefer, Mr. Jeff Tilley, Dr. Larry Watson, and Ms. Ann Weir.

Also registered as in attendance were: Ms. Allison P. Smith, *Brenham Banner-Press*; and Mr. Frank Wagner, KTTX-KWHI.

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

The meeting was called to order by Mr. Kenjura. The pledge was led by Mr. Kenjura and the prayer was given by Dr. Boehm.

ITEM 2. PUBLIC COMMENT

There was no public comment.

ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING MAY 31, 2011

Dr. Miller reviewed the financial statement and list of checks for the period ending May 31, 2011 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). He pointed out that with the anticipated reductions in funding for the upcoming biennium, the State will fall below the 50% mark for the percentage of instructional cost they will fund. Dr. Miller also responded to questions from the Board.

CONSENT AGENDA ITEMS:

ITEM 4. REVIEW AND ACTION TO APPROVE THE MINUTES FOR THE MAY 17, 2011, REGULAR MEETING, MAY 18, 2011, WORKSHOP, AND MAY 26, 2011, SPECIAL MEETINGS

ITEM 5. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR GROCERY AND FROZEN PRODUCTS, MEAT AND PROCESSED MEAT, MILK PRODUCTS, AND BREAD PRODUCTS FOR THE PERIOD OF SEPTEMBER 1, 2011 - FEBRUARY 28, 2012

ITEM 6. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR FOOTBALL, VOLLEYBALL, BAND, CHEER, AND DANCE BUS TRAVEL FOR THE PERIOD OF SEPTEMBER 1, 2011 - DECEMBER 31, 2011

ITEM 7. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR COFFEE, COFFEE PRODUCTS, AND COFFEE SERVICES ON THE BRENHAM AND BRYAN CAMPUSES

ITEM 8. REVIEW AND ACTION TO APPOINT A MEMBER TO THE BRAZOS COUNTY CAMPUS ADVISORY COMMITTEE

ITEM 9. REVIEW AND ACTION TO RE-APPOINT FIVE MEMBERS TO THE A.W. HODDE, JR., TECHNICAL EDUCATION CENTER ADVISORY COMMITTEE

ITEM 10. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO DISPOSE OF ONE SURPLUS TRUCK AND TWO GOLF CARTS VIA PUBLIC AUCTION

On a motion by Dr. Boehm, seconded by Mr. Borchardt, the Board voted to approve the **CONSENT AGENDA ITEMS: ITEM 4** - Minutes for the May 17, 2011, Regular Meeting, May 18, 2011, Workshop, and May 26, 2011, Special Meetings; **ITEM 5** - Administration to Seek and Award Bids for Grocery and Frozen Products, Meat and Processed Meat, Milk Products, and Bread Products for the Period of September 1, 2011 - February 28, 2012; **ITEM 6** - Administration to Seek and Award Bids for Football, Volleyball, Band, Cheer, and Dance Bus Travel for the Period of September 1, 2011 - December 31, 2011; **ITEM 7** - Administration to Seek and Award Bids for Coffee, Coffee Products, and Coffee Services on the Brenham and Bryan Campuses; **ITEM 8** - Appointment of Dr. Lee Ann Ray to the Brazos County Campus Advisory Committee for a term ending June 2013 to replace Dr. Alicia Dorsey (bio of Dr. Lee Ann Ray is attached and made a part of these *Minutes*); **ITEM 9** - Re-Appointment of Mr. Luther Hueske, Mr. Nelson A. Byman, Mr. Ron Kieso, Mr. Ben D. Seeker, and Mr. David Yeager to the A.W. Hodde, Jr., Technical Education Center Advisory Committee for term ending June 2014; and **ITEM 10** - Administration to Dispose of One Surplus Truck and Two Golf Carts via Public Auction as presented by the Administration.

Mr. Kenjura thanked Dr. Lee Ann Ray for agreeing to serve on the Brazos County Campus Advisory Committee. He also thanked Mr. Luther Hueske, Mr. Nelson Byman, Mr. Ron Kieso, Mr. Ben Seeker, and Mr. David Yeager for their commitment to continue to serve on the A.W. Hodde, Jr., Technical Education Center Advisory Committee.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 11. REPORTS:

- **BUILDINGS AND GROUNDS**

Written report (a copy of the written Buildings and Grounds report is attached and made a part of these *Minutes*). Dr. Miller responded to questions from the Board.

Bryan Campus:

Allied Health HSC Campus - The project is under construction and on schedule. The delivery time of this space to Blinn is set at July 1st. We have started the equipment procurement, furniture procurement, and A/V design. We are establishing a timeline for moving from Building H to the HSC Campus. The first move-in date is July 18th for all the existing equipment and purchased equipment not being used within the Allied Health Divisions that are teaching during the summer. The second move-in date is August 5th,

which coincides with the end of the summer session. All of the faculty offices and the remaining equipment being used during the summer will be moved in at this time.

Building E, Student Center - This project has been put on hold for the summer, although we have incorporated some very minor wall adjustments in this space to provide a more user friendly space for the students.

Building H (presently, the Allied Health Building) - The Building H project bid on May 26th and we received bids from seven contractors. Madison Construction from Bryan was the low bidder and a contract has been awarded to Madison Construction for \$437,100.00 for this project. This project is under construction and progressing very well. The scheduled completion date is August 19th. This project will create a use of nine new classrooms for the Humanities, Natural Sciences, Mathematics, Fine Arts, Social Science, Fire Science, and Vet Tech programs. The design of these improvements was completed in-house by the Facilities Department, which provided both a savings from the design fee perspective and a savings from the time perspective to meet these deadlines. Another in-house area that needs to be complimented in regards to this project is the coordination skills of both Elaine Abshire and Sami Rahman, who have both carefully coordinated the move-out and move-in schedules of the Allied Health group with the contractor and the new tenants that will occupy the space.

Central Plant - Chiller #2 replacement project bid on May 26th and we received bids from six contractors. ACO Mechanical from Bryan was the low bidder and a contract has been awarded to ACO Mechanical for \$586,515.00. The project is under construction and is scheduled for completion in late September. With chiller #2 not operating at this time, a rental chiller will be installed as a part of this contract to allow the college to continue to make ice for use during the day and keeping our agreement with the local utility provider to not use electricity during the peak hours for air conditioning. Additionally, ice tank #6 will be replaced as a part of this contract, which will return the Central Plant to approximately 80% capacity of ice availability for use. In FY 2011-2012, the Central Plant will need a plan to correct ice tank #3 and improve the controls to further enhance the plant efficiencies and lower the electrical usage.

Brenham Campus:

Student Housing - The project is progressing very well, although we are still on a very tight schedule. The projected substantial completion date at the time is August 1st, and the certificate of occupancy should be issued August 15th. The furniture is scheduled to be moved in on August 17th and completed by August 24th. Students can start moving into the space on August 26th. According to the contractor and the architect, the schedule for move-in is still possible. The interior of the building is being completed by "wings" and the east wing is the furthest along; with millwork, painting, and doors being installed in each of the rooms. The west wing is not quite ready for the painting or mill work, and the south wing still has drywall and electrical being installed. The elevator will be installed as soon as the City extends the permanent power to the building. On the exterior, the building is taking shape, with the brick being completed and the painting getting started. The parking lots, retaining walls, and the plaza area are all on schedule to be completed by the end of July.

Central Plant - The pumping capacity of chilled water loop serving "zone 3" will be increased with the addition of a larger pump that will be able to provide the water flow required to serve the new dorm, as well as, provide better water flow for the Administration Building. Additionally, along this loop, other buildings (i.e. Melcher Hall and the Arts and Science Building) will have some minor piping or pump modifications to better regulate the chilled water flow. Next FY 2011-2012 we will need to start an

improvement plan for the buildings on chilled water loop “zone 3 and zone 2” by adding controls and frequency drives to better regulate the water flow. These improvements will enhance the efficiencies of the chilled water system and lower our overall electrical utility usage.

Band Hall - The Band Hall project has been awarded to Collier Construction. The project is under construction and on schedule for completion in the fall of 2011.

Agriculture Shop Facility - Complete.

The Ag Classroom Building - The project has been awarded to Collier Construction. The project is under construction. The project is moving along very well and should be on schedule for completion in August.

- **SUMMER I ENROLLMENT & HOUSING**

Ms. Julie Maass reviewed the Summer I enrollment numbers (a copy of the enrollment numbers is attached and made a part of these *Minutes*). Ms. Maass reported a slight decrease in enrollment.

Ms. Ann Weir reviewed Summer I housing numbers (a copy of the housing numbers is attached and made a part of these *Minutes*). Ms. Weir also reported preliminary fall housing numbers, which at this time, are full with a waiting list of 252.

- **BOARD COMPARATIVE FALL & SPRING ENROLLMENT REPORT**

Ms. Julie Maass informed the Board that the report lists for each instructor, the number of students enrolled in each class, the number of semester credit hours accrued to each course, the course number and title, the department in which the course is offered, and the identity and academic rank of the instructor.

- **SEALY CAMPUS SUCCESS GOALS**

Ms. Jeri Dulaney reviewed the marketing, recruiting, academic scheduling, workforce and technical class scheduling, and community education scheduling plans/goals for the Sealy Campus (a copy of the presentation is attached and made a part of these *Minutes*). Ms. Dulaney responded to questions from the Board.

ITEM 12. ADMINISTRATIVE ANNOUNCEMENTS:

- Upcoming Events

Mr. Kenjura announced the following (a copy of the announcements is attached and made a part of these *Minutes*):

- Legislative Forum featuring Senator Glenn Hegar and Representative Lois W. Kolkhorst, Friday, June 24, 11:30 a.m. - 1:00 p.m. Luncheon at the American Legion Hall at Fireman’s Park.
- Washington-on-the-Brazos State Park Association Fireworks-on-the-Brazos Celebration - Monday, July 4th. Full day of fun activities - check website at birthplaceoftexas.com. The first of its kind ever shown at W-O-B, “A Laser Light Show Extravaganza” beginning at 9:15 p.m.
- Blinn College will be closed for the July 4th Holiday.
- Texas Association of Community Colleges Annual Summer Conference on July 13-16 in Horseshoe Bay, TX.
- Regular Board Meeting - Tuesday, July 19 at 7:00 p.m.

Mr. Kenjura also announced:

- ACCT National Convention October 12-15 in Dallas, Texas.
- Various thank you notes
- William H. Bohne Scholarship donation (a description of the scholarship donation is attached and made a part of these *Minutes*), as well as, thanking the family.

ITEM 13. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for closed session at 7:57 p.m.

CLOSED SESSION:

ITEM 14. 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, SCHULENBURG, AND SEALY (*GOV'T. CODE, SEC. 551.072*)

ITEM 15. RECONVENE PUBLIC SESSION

The public session was reconvened at 8:47 p.m.

ADDITIONAL ACTION ITEMS:

ITEM 16. ACTION ON CLOSED SESSION ITEMS:

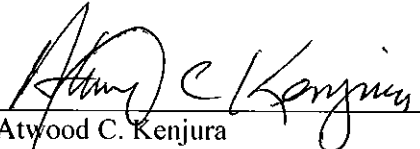
- (A) REVIEW AND ACTION ON FACULTY AND PROFESSIONAL STAFF CONTRACTS
- (B) REVIEW AND ACTION TO PURCHASE, EXCHANGE, OR LEASE REAL PROPERTY IN BRENHAM, BRYAN, SCHULENBURG, AND SEALY

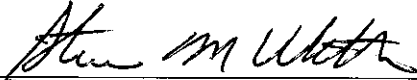
On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to employ new Faculty and Professional Staff on one-year contracts for the 2011-2012 school year, to employ faculty for the Summer I 2011 semester, and to employ part-time faculty for the Summer 2011 term (copies of the lists of persons employed are attached and made a part of these *Minutes*).

ITEM 17. ADJOURNMENT

On a motion by Mr. Toubin, seconded by Mr. Lange, the Meeting was adjourned at 8:51 p.m.

Mr. Borchardt gave a brief update on the Presidential Search Committee.


 Mr. Atwood C. Kenjura
 President


 Mr. Steve M. Westbrook
 Secretary