

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, May 17, 2011, 7:00 p.m.

The Board of Trustees convened at 7:05 p.m. in the Board Room with the following members present: Mr. Atwood C. Kenjura, President, presiding; Mr. Leon B. Toubin, Vice President; Mr. Steve M. Westbrook, Secretary; Dr. Henry J. Boehm, Jr., Mr. Douglas R. Borchardt, Mr. L.J. Lacina, Jr., and Mr. Norwood Lange.

Board members not present: None.

Members of the College staff in attendance were: Dr. Robert Brick, Dr. Debra LaCour, and Dr. Van Miller, Vice Presidents; Dr. Ted Raspiller, Provost Brazos County Campuses; Ms. Cathy Boeker, Executive Administrator of External Affairs; Mr. Thomas Brazzel, Ms. Karen Buck, Ms. Jeri Dulaney, Mr. Claude Free, Ms. Jennifer Garcia, Ms. Becky Garlick, Mr. Grady Hendricks, Ms. Kristina Janes, Ms. Julie Maass, Mr. Richard O'Malley, Dr. Milton Radke, Mr. Michael Schaefer, Mr. Brandon Webb, Ms. Ann Weir, and Dr. Mark Workman.

Also registered as in attendance were: Mr. Brad Cutright, Cutright & Allen Architects, Inc.; Mr. Kevin Goss, SunGard Higher Education; 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 Mr. Westbrook.

ITEM 2. PUBLIC COMMENT

There was no public comment.

ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING APRIL 30, 2011

Dr. Miller reviewed the financial statement and list of checks for the period ending April 30, 2011 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). Dr. Miller also responded to questions from the Board.

CONSENT AGENDA ITEMS:

ITEM 4. REVIEW AND ACTION TO APPROVE THE MINUTES FOR THE APRIL 19, 2011, REGULAR MEETING

ITEM 5. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR LAWN CARE SERVICES ON THE BRYAN CAMPUS

ITEM 6. REVIEW AND ACTION TO EMPLOY THE PROFESSIONAL SERVICES OF LOTT, VERNON & COMPANY, P.C., TO AUDIT THE COLLEGE'S FINANCIAL STATEMENTS

ITEM 7. REVIEW AND ACTION TO REAPPOINT TWO MEMBERS TO THE SEALY CAMPUS ADVISORY COMMITTEE

ITEM 8. REVIEW AND ACTION TO ADOPT UPDATE NUMBER 26 TO BOARD POLICIES AS PREPARED BY THE TEXAS ASSOCIATION OF SCHOOL BOARDS POLICY SERVICE, AFFECTING LOCAL POLICIES:

- (A) *CGB (LOCAL): SAFETY PROGRAM - ACCIDENT PREVENTION*
- (B) *DGBA (LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE COMPLAINTS*
- (C) *DH (LOCAL): EMPLOYEE STANDARDS OF CONDUCT*

ITEM 9. REVIEW AND ACTION TO REVISE BOARD POLICIES:

- (A) *CFF (LOCAL): PURCHASING AND ACQUISITION - PAYMENT PROCEDURES*
- (B) *DMAC (LOCAL): TERM CONTRACTS - RESIGNATION*
- (C) *FG (LOCAL): STUDENT HOUSING*

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to approve the **CONSENT AGENDA ITEMS: ITEM 4** - Minutes for the April 19, 2011, Regular Meeting; **ITEM 5** - Administration to Seek and Award Bids for Lawn Care Services on the Bryan Campus; **ITEM 6** - Employment for Professional Services of Lott, Vernon & Company, P.C. to Audit the College's Financial Statements (a copy of the engagement letter is attached and made a part of these *Minutes*); **ITEM 7** - Reappointment of Ms. Carolyn Bilski and Mr. Allen Kaminski to the Sealy Campus Advisory Committee for two-year terms ending April 2013; **ITEM 8** - Adoption of Update Number 26 Revisions to Board Policies: *CGB (LOCAL): Safety Program - Accident Prevention, DGBA (LOCAL): Personnel-Management Relations - Employee Complaints, and DH (LOCAL): Employee Standards of Conduct* as Prepared by the Texas Association of School Boards Policy Service (a copy of the explanatory notes from TASB Update 26 is attached and made a part of these *Minutes*); and **ITEM 9(A) & (B)** - Adoption of Revisions to Board Policies: *CFF (LOCAL): Purchasing and Acquisition - Payment Procedures and DMAC (LOCAL): Term Contracts - Resignation* (copies of the revised policies are attached and made a part of these *Minutes*) as presented by the Administration.

ITEM 9(C) was tabled for further discussion (a copy of the proposed policy revision is attached and made a part of these *Minutes*).

OTHER ACTION ITEMS:

ITEM 10. REVIEW AND ACTION TO ADOPT A RESOLUTION CONCERNING PENDING CONCEALED HANDGUNS ON CAMPUS LEGISLATION

Mr. Westbrook reviewed the proposed Resolution opposing concealed handguns on campus (a copy of the Resolution is attached and made a part of these *Minutes*).

Mr. Kenjura read aloud the Resolution.

On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to Adopt the Resolution Concerning Pending Concealed Handguns on Campus Legislation as presented by the Administration.

ITEM 11. REVIEW AND ACTION TO AUTHORIZE THE PROGRAM DEACTIVATION OF THE SURGICAL TECHNOLOGY CERTIFICATE PROGRAM

Dr. Brick reviewed the need to deactivate the Surgical Technology Certificate Program. The third class is currently completing the program. The highest enrollment, to date, is seven. This program can be classified as an underperforming program. In three years, the program demand will be reassessed and reactivation or permanent closure will occur.

On a motion by Mr. Toubin, seconded by Dr. Boehm, the Board voted to Authorize the Program Deactivation of the Surgical Technology Certificate program as presented by the Administration.

ITEM 12. REVIEW AND ACTION TO AUTHORIZE THE PROGRAM REEVALUATION OF THE REAL ESTATE CERTIFICATE PROGRAM

Dr. Brick reviewed the request to reevaluate the Real Estate Certificate Program. Some of the courses will remain available as business electives. When the real estate market improves, the program will be reevaluated.

On a motion by Mr. Toubin, seconded by Mr. Borchardt, the Board voted to Authorize the Program Reevaluation of the Real Estate Certificate Program as presented by the Administration.

ITEM 13. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SIGN A ONE-YEAR EXTENSION OF THE CURRENT DEPOSITORY AGREEMENT WITH BRENHAM NATIONAL BANK

Dr. Miller reviewed the request for a one-year extension of the current Depository Agreement with Brenham National Bank to take advantage of more favorable interest rates than would be received if bids were sought.

Mr. Borchardt excused himself from the room since he is an employee of Brenham National Bank.

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to Authorize the Administration to Sign a One-Year Extension of the Current Depository Agreement with Brenham National Bank as presented by the Administration.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 14. REPORTS:

- **BUILDINGS AND GROUNDS**

Mr. Richard O'Malley updated the Board on current projects (a copy of the written Buildings and Grounds report is attached and made a part of these *Minutes*). Mr. Toubin asked Richard to include all related costs of a project including construction, architects, and furniture, fixtures, and equipment.

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 the A/V design. We are establishing a timeline for moving from the H Building to the HSC Campus.

- E Building, 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.
- H Building (presently, the Allied Health Building) - The H Building project will bid May 26th and be awarded to a contractor to start construction on June 10th. The project will be complete by August 19th.
- Central Plant - Chiller #2 replacement project will bid on May 26th and the construction will start around the first of June. The project will be complete in September.

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 this time, is August 1st, and the certificate of occupancy should be issued August 15th. The furniture is scheduled to be moved in August 17th and completed by August 24th. Students arrive and can start moving into the space on August 29th.
- Central Plant - There are some piping modifications and electrical improvements that are in design. These improvements will be bid soon for a summer construction and completion.
- 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 - The project is 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.
- Star of the Republic Museum - The project is complete.
- Campus Wide Fiber Extensions - This project has been awarded to JSL Construction. The project is 100% complete.
- Lawn care - The College received and awarded a new 3 year lawn care bid to Glasco for the maintenance of the lawn and flower beds. Their contract started in January.

- **BANNER PROJECT UPDATE**

Mr. Kevin Goss, SunGard Higher Education, reviewed implementation milestones for the Banner Project. A demonstration of the Student Portal was given to the Board. Mr. Goss responded to questions from the Board.

- **MAY MINIMESTER ENROLLMENT**

Ms. Julie Maass gave the Board the final minimester enrollment report (a copy of the enrollment report is attached and made a part of these *Minutes*). She reported a decrease of 76 students.

- **APPLIED SCIENCES**

Dr. Brick updated the Board on Blinn's role with the Biocorridor effort in Brazos County. He previewed a possible upcoming project that Blinn will participate in. Dr. Brick responded to questions from the Board.

ITEM 15. ADMINISTRATIVE ANNOUNCEMENTS:

- Upcoming Events

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

- Board Workshop to be held Wednesday, May 18 at 6:00 p.m., at The Falls Resort Clubhouse in the Garden Room, New Ulm, Texas.
- Softball - The seventh-ranked Buccaneers captured their third consecutive Region XIV Tournament Championship on Sunday, May 8, defeating the Navarro Bulldogs 15-2 to secure a berth to the National Championship Tournament May 19-21 in St. George, Utah.
- Baseball - Blinn hosts the Region XIV Tournament beginning Saturday, May 14, with a 10 a.m. game against Angelina. The winner of the tournament earns an automatic berth to the National Junior College World Series in Grand Junction, CO, May 28.
- Bryan Collegiate High School Graduation to be held May 27 at 6:00 p.m. in Rudder Theater on the Texas A&M Campus.
- The WSD Pack and Luther Units Graduation will be held at the Pack Unit in Navasota on Saturday, May 21 at 9:00 a.m.
- Community College Association of Texas Trustees Annual Conference on Saturday, June 4, 10:00 a.m. to 4:00 p.m. hosted by Austin Community College.
- Board Budget Workshop to be held on Tuesday, June 14 at 5:30 p.m. in the Student Center, Brenham campus.
- Annual Juneteenth Parade on Saturday, June 18 at 10:30 a.m.
- Rad Tech Pinning Ceremony/Luncheon on Saturday, June 18 at Noon, including a luncheon, Dr. Barbara L. Pearson Banquet Room, Bryan campus
- Next Regular Board meeting is Tuesday, June 21, 2011, at 7:00 p.m. on the Brenham campus.

Mr. Kenjura complimented and thanked the staff and all involved on a successful commencement ceremony.

ITEM 16. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY *GOV'T. CODE, SEC. 551.101*)

The public was recessed for a break at 7:52 p.m.

The public was recessed for closed session at 7:59 p.m.

CLOSED SESSION:

ITEM 17. 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 18. RECONVENE PUBLIC SESSION

The public session was reconvened at 8:35 p.m.

ADDITIONAL ACTION ITEMS:

ITEM 19. 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. Toubin, the Board voted to employ new Faculty and Professional Staff on one-year contracts for the 2010-2011 school year and approve the reemployment of current Faculty and Professional Staff contracts for the 2011-2012 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

The public was recessed for closed session at 8:40 p.m.

The public session was reconvened at 9:09 p.m.

The Presidential Search Firm Committee timeline will be released to the public either Wednesday or Thursday.

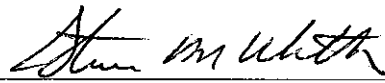
The Presidential Search Firm Consultants are coming to town on Sunday.

ITEM 20. ADJOURNMENT

On a motion by Mr. Borchardt, seconded by Mr. Lange, the Meeting was adjourned at 9:11 p.m.



Mr. Atwood C. Kenjura
President



Mr. Steve M. Westbrook
Secretary