

**MINUTES  
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

**Regular Meeting, Tuesday, May 8, 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. Scott Baehren, Mr. Tex Davis, Mr. Bob Haberman, Mr. Ted Hajovsky, Mr. Robert Henrichsen, Mr. Greg Hinze, Mr. Dennis Kocich, Ms. Margie Kovar, Ms. Barbara Moore, Mr. Gus Mutscher, Dr. Milton Radke, Mr. Guadalupe Reyes, Ms. Tracy Sommerlatte, Ms. Michelle Van Wagoner, Ms. Ann Weir and Dr. Michel Zuch.

Also registered as in attendance were: Mr. Brad Cutright, Cutright and Allen, Inc.; Mr. Dick Tallichet, Global Roof Consultants; Mr. John Rusk, Goodwin-Lasitor, Inc., Mr. Charles Thielemann, Ms. Jennifer Fey, President, Brenham Student Government Association; Student Members of Phi Theta Kappa, Beta Alpha and Alpha Phi Lambda Chapters; Mr. Frank Wagner, KTTX-KWHI; and Mr. Gary Engel, *Brenham Banner-Press*.

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

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

**ITEM 2. PRESENTATION OF AWARDS WON BY THE BRENHAM AND BRYAN CAMPUS CHAPTERS OF PHI THETA KAPPA AT THEIR INTERNATIONAL CONVENTION**

Ms. Tracy Sommerlatte, Brenham campus Phi Theta Kappa advisor, introduced Ms. Laura Cernosek, president of the Beta Alpha Chapter who reviewed activities and awards of the past school year won by their chapter. Mr. Drew Denman, Bryan campus Phi Theta Kappa advisor, introduced Alpha Phi Lambda Chapter members Mr. Mthokozis Dube, Ms. Monica Holliday and Ms. Leyla Jumayera, and reviewed activities and awards earned by their chapter.

**ITEM 3. PUBLIC COMMENT**

Mr. Charles Thielemann commented on what he believed was conflicting information as reported in the Sealy newspaper and coming from the college relative to the Sealy campus cost of operation, enrollment, and the tuition and fee charges. He distributed examples to members of the Board (a copy of his handout is attached and made a part of these *Minutes*).

**ITEM 4. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING APRIL 30, 2007**

Dr. Holt reviewed the financial statement and list of checks for the period ending April 30, 2007 (copies of the list of checks and the financial statement are attached and made a part of these *Minutes*). He answered questions from Board members about the public fund investment pool options available to the college. He also answered questions about individual checks paid to vendors and questions about the total cost of the renovations for the Whigham House which will serve as the offices for the Blinn College Foundation.

**ITEM 5. REVIEW AND ACTION TO APPROVE MINUTES FOR THE APRIL 10, 2007, MEETING**

On a motion by Dr. Boehm, seconded by Mr. Kenjura, the Board voted to approve the *Minutes* of the April 10, 2007, meeting.

**ITEM 6. REVIEW AND ACTION ON:**

- (A) **REPORT OF FINDINGS OF STRUCTURAL ENGINEER RELATIVE TO CORROSION DAMAGE TO BEAMS IN THE FOUNDATION OF THE BRENHAM CAMPUS STUDENT CENTER BUILDING**
- (B) **EMPLOY FIRM TO PREPARE SPECIFICATIONS AND BID DOCUMENTS FOR THE REPAIR OF THE BEAMS AND AUTHORIZE THE ADMINISTRATION TO SEEK BIDS FOR THE REPAIRS**

- (A) Dr. Holt reviewed recently discovered problems with some heavily rusted beams underneath the Student Center building on the Brenham campus. He indicated this rust was due to excess moisture in the crawl space which has resulted from limited ventilation and previous venting of steam into the space. Architect Brad Cutright reviewed additional details on the sources of the problem and recommended solutions for repairs. Mr. Jones also reported on his inspection of the beams and possible solutions. Mr. Kocich reported one additional area of damage that had been discovered since the initial inspection. He indicated that an area under an air conditioned telephone room in the building was also suffering excess rust due to condensation caused by the air conditioned space.
- (B) Dr. Holt gave his recommendation that Mr. Cutright and his structural engineer associate develop specifications for repairs and supervise the work of the contractor selected to make the repairs. On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to hire Cutright and Allen Architects to work with a structural engineer to design and oversee needed repairs and to authorize the administration to seek bids for those repairs.

**ITEM 7. REVIEW AND ACTION ON AWARD BIDS:**

- (A) **REPAIRS AND SEAL COATING FOR THE BRYAN CAMPUS PARKING LOTS;**
- (B) **REPAIRS TO ROOFS ON BRENHAM CAMPUS**

- (A) Dr. Pearson reviewed the preparation of the bid specifications for parking lot repairs and introduced Mr. John Rusk, of Goodwin-Lasiter, Inc. of College Station, who reviewed the bid tabulation (a copy is attached and made a part of these *Minutes*). Mr. Rusk gave his firm's recommendation that the college accept the base bid for the concrete roadway replacement and reject the seal coating bids since the parking lot is too deteriorated to benefit from a seal coating. Dr. Holt noted that the potholes can be repaired as an add-on to the project with the

available funds (up to 25% of the base bid). On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to: (a) accept the low bid for Package No. 1 (concrete roadway) in the amount of \$138,022.50 from Brazos Valley Services; (b) authorize the administration to utilize available funds to repair potholes in the parking lot; and (c) reject bid Package No. 2 (seal coating).

- (B) Mr. Dick Tallichet, roof consultant for the college, reviewed the two bids received for roof repairs on the Classroom Building and Academic Building on the Brenham campus (a copy of the bid tabulation is attached and made a part of these *Minutes*). On a motion by Mr. Kenjura, seconded by Dr. Boehm, the Board voted to award the bid for Base Proposal No. 1 to Pioneer Roof Systems of Belton/Pflugerville, Texas, in the amount of \$671,200.

**ITEM 8. REVIEW AND ACTION TO AUTHORIZE SEEKING COST-PLUS BIDS FOR PAINTING AND REPAIR PROJECTS ON THE BRENHAM CAMPUS**

Dr. Holt reviewed a proposal to engage in minor repair and painting touchup work on the Brenham campus during the summer months utilizing contractors employed on a cost-plus bid basis. He indicated the budget would allow up to \$150,000 of work. On a motion by Mr. Toubin, seconded by Dr. Boehm, the Board voted to approve the proposal as presented.

**ITEM 9. REVIEW AND ACTION TO APPROVE FINAL PAYMENT TO RANDALL SCOTT ARCHITECTS FOR DESIGN WORK ON A NEW STUDENT HOUSING COMPLEX ON THE BRENHAM CAMPUS**

Dr. Voelter reviewed a proposed agreement for a final payment to Randall Scott, Architects, in the amount of \$30,416 for work on initial plans for a new student housing complex on the Brenham campus. On a motion by Mr. Lange, seconded by Mr. Toubin, the Board voted to approve the payment.

**ITEM 10. REVIEW AND ACTION TO SET DATES FOR 2007-08 SCHOOL YEAR BUDGET WORKSHOPS**

The Board reviewed possible dates and times for workshop meetings on the 2007-08 budget. On a motion by Dr. Boehm, seconded by Mr. Kenjura, the Board voted to set Monday, June 18, 2007, as the date for the initial workshop.

**ITEM 11. REVIEW AND ACTION TO ESTABLISH GRADE POINT AVERAGE REQUIREMENTS FOR STUDENTS TO RESIDE IN COLLEGE HOUSING**

Dr. Harris reviewed a summary of the college's current policies on eligibility for students to live in college owned housing. He also reviewed an information sheet on grade point averages of students in college owned housing for the fall 2006 semester at Blinn College and comparisons to other Texas community colleges (copies of both documents are attached and made a part of these *Minutes*). On a motion by Mr. Jones, seconded by Dr. Boehm, the Board voted to establish a policy to be effective for the fall 2007 semester that no student with less than an 1.0 (.99 or less) cumulative grade point average after any semester be allowed to live in college owned student housing. The Board discussed the possibility of allowing exceptions to the policy. On a motion by Mr. Lange, seconded by Mr. Kenjura, to amend the motion previously adopted, the Board voted to allow the administration to approve exceptions to the policy due to "extreme circumstances."

**ITEM 12. ADMINISTRATIVE ANNOUNCEMENTS**

Dr. Voelter reported on the following:

- a. The college has received a proposal from Dr. Edward Lord under which the college would lease some portion of the new apartment complex to be constructed near the Brenham campus by Dr. Lord and associates;
- b. The college has received a proposal from the Texas Youth Commission (TYC) under which the college would provide training on the Brenham campus for new TYC employees. He indicated that any proposed response to the request would be shared with the Board prior to submission;
- c. Student participation in the spring intramural program on the Brenham campus totaled 11,963;
- d. The college has received gifts in the form of 168 tax rollback checks totaling \$9,357;
- e. Dr. Holt, Vice President Business Services, has requested that the Board consider moving the regular monthly meetings of the Board from the second to the third Tuesday of the month in order to provide adequate time for the Business Office to close out the books for the previous month and give an accurate monthly financial report to the Board. It was informally agreed to approve the change effective with the month of July, 2007;
- f. The college has received a request to offer dual credit courses for Weimer High School Students. Wharton County Junior College has agreed to allow Blinn College to offer the courses in Weimer which is within Wharton's state-designated service area;
- g. The college has received a Bridge Program grant from the state to offer college readiness assistance in English and reading for 150 Brenham, Bellville, Hearne, and Navasota 11<sup>th</sup> grade students who have scored below the required TAKS scores;
- h. The college sought RFP's from CPA firms to conduct the annual audit and received only one bid. The administration has determined to seek proposals a second time in order to obtain more than one proposal for the Board to consider;
- i. The college is hosting the NJCAA Region XIV baseball tournament at Dreyer Field on May 12 through 16 and invited Board members to attend the kick-off banquet and tournament;
- j. Blinn College graduation ceremonies will be held on Spencer Field at 8 p.m., Thursday, May 10;
- k. Reminded the Board they are invited to ride in the Maifest parades on Friday and Saturday, May 11 and 12;
- l. Blinn College head football coach Brad Franchione has been named the George Sekul Outstanding Community College Coach by the All-American Football Foundation and will receive the award at an upcoming banquet in Dallas; and
- m. Board members are invited to ride in the annual Brenham Juneteenth Parade on Saturday, June 16.

**ITEM 13. REPORTS:**

- **BUILDING GROUNDS**
- **WORKFORCE TRAINING CONTRACTS WITH THE TEXAS WORKFORCE COMMISSION AND LOCAL WORKFORCE BOARD**
- **PRELIMINARY ENROLLMENT FOR MAY MINIMESTER AND SUMMER I SEMESTERS**
- **COLLEGE CRISIS MANAGEMENT PLAN**
- **STATE AUDIT OF STUDENT ENROLLMENT FOR SUMMER 2006 – SPRING 2007**
- **LEGISLATIVE UPDATE**

Dr. Holt gave a report on proposed Brenham campus projects (a list of the proposed work is attached and made a part of these *Minutes*). The Board agreed the work can be done as routine maintenance without specific Board approval;

Dr. Milton Radke reported on current and upcoming workforce/training projects (an outline of his presentation is attached and made a part of these *Minutes*). He answered questions from the Board about the programs including costs and profits to the college;

Dr. Harris reported on the enrollment for the May minimester and Summer I semester (a copy of his report is attached and made a part of these *Minutes*);

Dr. Harris reviewed the current efforts of college staff to develop a new crisis management plan (a draft of the outline and table of contents for the plan is attached and made a part of these *Minutes*);

Dr. Harris reported on an upcoming enrollment audit by the State Auditor's Office during the week of May 21. He noted that the audit is a part of an ongoing process by which the state audits several colleges each year.

Dr. Voelter reviewed the status of pending funding for higher education being considered by the Texas Legislature.

**ITEM 14. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)**

The public session was recessed at 10:22 p.m.

**ITEM 15. 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 16. RECONVENE PUBLIC SESSION**

The public session was reconvened at 11:10 p.m.


**ITEM 17. 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. Lange, the Board voted to accept the resignations of Ms. Patricia Gideon, Radiologic Technology Instructor, Bryan campus, effective July 7, 2007; Ms. Marcella Stark, Academic Advisor, Bryan campus, effective May 23, 2007; and Ms. Ruth Love, Website Coordinator, Brenham campus, effective June 14, 2007. The Board also voted to employ faculty and professional staff on one-year contracts for the remainder of the school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

ITEM 18. ADJOURNMENT

On a motion by Mr. Lange, seconded by Mr. Lacina, the meeting was adjourned at 11:20 p.m.

  
Mr. Steve M. Westbrook  
President

  
Mr. Norwood Lange  
Secretary