

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, February 13, 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 and Mr. Leon Toubin.

Board members not present: Mr. L.J. Lacina, Jr.

Members of the college staff in attendance were: Dr. Donald E. Voelter, President; Mr. John D. Barkman, Dr. John D. Harris and Dr. Barbara L. Pearson, vice presidents; Mr. Scott Baehren, Ms. Pat Baughman, Dr. Blanche Brick, Ms. Sandra Chumchal, Mr. Tex Davis, Mr. Robert Henrichsen, Mr. Dennis Kocich, Ms. Barbara Moore, Mr. Gus Mutscher, Mr. Kenneth Newsome, Dr. Thena Parrott, Mr. Joe Al Picone, Mr. Darrell Reimer, Mr. Guadalupe Reyes, Ms. Rebecca Richter, Ms. Ann Weir and Dr. Michel Zuch.

Also registered as in attendance were: Mr. Dick Tallichet, Global Roof Consultants, Inc.; Mr. John Muegge, Ms. Laura Upchurch, Mr. Charles Thielemann, Ms. Jennifer Fey, President, Brenham Student Government Association; 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 regular meeting of the Board was called to order by Mr. Westbrook. The pledges were led by Dr. Voelter and the invocation was given by Dr. Voelter.

ITEM 2. PUBLIC COMMENT

No comments from the public were received.

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

Ms. Pat Baughman, Director of Accounting, reviewed the financial statement and list of checks for the period ending January 31, 2007 (copies of the list of checks and the financial statement are attached and made a part of these *Minutes*).

ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE JANUARY 9, 2007, SPECIAL AND REGULAR MEETINGS

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to approve the *Minutes* of the January 9, 2007, special and regular meetings.

ITEM 5. REVIEW AND ACTION TO APPROVE ORDER RATIFYING AND APPROVING AMENDED PERIOD FOR EARLY VOTING BY PERSONAL APPEARANCE AND CERTAIN ELECTION PRECINCT CHANGES FOR THE FEBRUARY 24, 2007, SPECIAL BLINN COLLEGE TAX ROLLBACK ELECTION

Mr. Barkman reported that it had been determined that the college's attorney who drafted the election order had used the wrong section of the law to determine the required period for early voting in the special election. He also reported that additional voting precincts had been established in the county since the time of last Blinn College election and they had not been included in the election order. In accordance with provisions of the election order these two errors were corrected by an order executed by the President of the Board of Trustees and the Board needed to ratify those orders. On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to ratify the orders. Copies of the order approved by the Board and the President of the Board are attached and made a part of these *Minutes*.

ITEM 6. REVIEW AND ACTION TO SET DATE FOR A SPECIAL MEETING OF THE BOARD TO CANVAS THE RESULTS OF THE FEBRUARY 24, 2007, SPECIAL BLINN COLLEGE TAX ROLLBACK ELECTION

The need for a special meeting to canvass the returns for the February 24, 2007, Blinn College Tax Rollback Election. On a motion by Mr. Kenjura, seconded by Mr. Jones, the Board voted to set the meeting date for 12 Noon on March 5, 2007.

ITEM 7. REVIEW REPORT, DISCUSSION AND ACTION TO APPROVE GLOBAL ROOFING AS PROJECT DIRECTOR (ROOF CONSULTANT) TO PREPARE BIDDING DOCUMENTS, RECEIVE BIDS, MAKE RECOMMENDATIONS TO THE BOARD AND SUPERVISE CONSTRUCTION FOR RENOVATION OF ROOFS ON THE ACADEMIC, CLASSROOM AND PHYSICAL EDUCATION BUILDINGS ON THE BRENHAM CAMPUS

Dr. Voelter reviewed the need to repair roofs made especially evident by the leaks that have occurred following recent rains. He indicated the administration brought in roof consultant Dick Tallichet from Global Roofing to review the roof problems. He has done similar work for the college in the past.

Mr. Tallichet reviewed his findings for the Academic, Classroom and Physical Education Buildings (a summary of his report is attached and made a part of these *Minutes*). He answered questions from the Board on causes of the leaks, the types of construction and materials needed for repairs and costs.

Mr. Kenjura noted that the college has needed to repair a number of buildings in recent years but has lacked the funds to repair all the roofs that need repair. On a motion by Mr. Kenjura, seconded by Mr. Jones, the Board voted to delay action until the state legislature determines appropriations for the college and the outcome of the rollback election is determined. Mr. Tallichet stated the three buildings with the most serious roof leaks could be repaired in approximately three months and suggested bids are in by April. The motion was passed.

ITEM 8. REVIEW AND ACTION TO CONSIDER DISCONTINUATION OF CURRENT POLICY PROVIDING AN EXEMPTION FROM TUITION AND FEES FOR CREDIT HOURS TAKEN IN EXCESS OF SIXTEEN IN ANY SEMESTER

Dr. Voelter reported on the administrative review of the current policy which provides an exemption from tuition and fees for credit hours taken in excess of sixteen in any semester. He noted that 412 students took 17 or more hours at a cost to the college of \$65,700 and \$154,000. He indicated the lower cost did not appear to be an incentive to students to take more hours. He recommended that the policy be changed to discontinue the current policy. On a motion by Mr. Kenjura, seconded by Mr. Jones, the Board voted to end the exemptions effective with the fall 2007 semester.

ITEM 9. REVIEW AND ACTION TO SET ROOM AND BOARD RATES FOR THE 2007-2008 SCHOOL YEAR

Dr. Voelter recommended not increasing tuition for the 2007-2008 school year but increasing the charges for both room and board. Mr. Toubin asked if the cost of meals on a per meal basis has ever been determined. Dr. Voelter indicated an accurate number on a per meal basis has not been established because of the many variables. Dr. Boehm offered a motion, seconded by Mr. Lange, the Board voted to approve new room and board charges as recommended to be effective with the fall 2007 semester (a copy of the new rates is attached and made a part of these *Minutes*). Mr. Toubin stated that costs should be increased based on the actual cost of utilities, especially electricity. Dr. Boehm offered an amendment to the motion, which died due to lack of a second. The original motion was passed.

ITEM 10. REVIEW AND ACTION TO APPROVE CONTRACTS FOR VENDING SERVICES FOR THE BRENHAM AND BRYAN CAMPUSES

Mr. Henrichsen reviewed the soft drink vendor bids received for the Brenham campus for a three-year contract running from February 1, 2007, through January 31, 2010 (a copy of the bid tabulation sheet is attached and made a part of these *Minutes*). On a motion by Mr. Lange, seconded by Mr. Toubin, the Board voted to accept the bids as recommended with a shared agreement for the Brenham campus awarded to Brenham Coca-Cola and Better Beverages, Ltd. and an exclusive agreement awarded for the Bryan campus with Bryan Coca-Cola.

ITEM 11. REVIEW AND ACTION TO APPROVE THE PURCHASES OF SOLE SOURCE ITEMS FOR USE BY THE EMERGENCY MEDICAL SERVICES PROGRAM

Mr. Henrichsen reviewed the proposed purchase of three sole source items for the college's Emergency Medical Services program (a copy of the list of items and their costs is attached and made a part of these *Minutes*). On a motion by Dr. Boehm, seconded by Mr. Kenjura, the Board voted to approve the purchases at a total cost of \$45,029.

ITEM 12. REVIEW AND ACTION TO RESET DATE FOR THE REGULAR MARCH MEETING OF THE BOARD WHICH CONFLICTS WITH THE COLLEGE'S SPRING BREAK

On a motion by Mr. Kenjura, seconded by Mr. Toubin, the Board voted to reset the March 2007 meeting of the Board for March 20 due to a conflict with spring break.

ITEM 13. REVIEW AND ACTION TO REVISE BOARD POLICY CAK (LOCAL) APPROPRIATIONS AND REVENUE SOURCES: INVESTMENTS: EQUITY REQUIREMENTS, AS IT RELATES TO THE SALE OF CORPORATE EQUITIES DONATED TO THE COLLEGE

Mr. Barkman reviewed a proposed revision to Board policy CAK (Local) made at the request of the Board to clarify that only the Board has the authority to authorize the sale of any donated corporate equity. On a motion by Mr. Toubin, seconded by Dr. Boehm, the Board voted to approve the revisions to policy CAK (Local). A copy of the policy is attached and made a part of these *Minutes*.

ITEM 14. REVIEW AND ACTION TO APPROVE THE COLLEGE'S OUT-OF-DISTRICT PLAN FOR SUBMISSION TO THE TEXAS HIGHER EDUCATION COORDINATING BOARD AND THE HIGHER EDUCATION REGIONAL COUNCIL

Mr. Barkman reviewed the college's proposed out-of-district plan which was developed by the Academic Affairs office and explained the state requirement for submission of the plan. On a motion by Dr. Boehm, seconded by Mr. Lange, the plan was approved with the addition of an EMSP 1501 course. A copy of the plan is attached and made a part of these *Minutes*.

ITEM 15. REPORTS:

- ENROLLMENT AND HOUSING OCCUPANCY FOR THE SPRING SEMESTER 2007
- COMPLETION OF SCHULENBURG CAMPUS CONSTRUCTION TRADES SHOP PROJECT
- IMPACT OF THE CLASS ATTENDANCE POLICY IMPLEMENTED FOR THE FALL 2006 SEMESTER

Dr. Harris reported on enrollment and housing occupancy for the spring 2007 semester (a copy of the report is attached and made a part of these *Minutes*). He indicated a committee will be formed to see why the Bryan campus enrollment declined.

Ms. Barbara Moore reported on the completion of the construction trades shop on the Schulenburg campus and plans for offering courses beginning in March. She reported that she also hoped to begin to provide dual credit for vocational courses.

Dr. Harris reviewed a report on students suspended for the spring semester for academic reasons (a copy of the report is attached and made a part of these *Minutes*).

Dr. Michel Zuch reported on the number of students required to go to the PASS Center and the grades they received for the semester. She stated the administration has concluded that the PASS Center has been successful.

ITEM 16. ADMINISTRATIVE ANNOUNCEMENTS

Dr. Voelter reported on the following:

- a. The college will receive \$140,000 in special funds from the Coordinating Board to use for the nursing program. He stated the administration's recommendation is to provide an LVN to ADN transition program on the Schulenburg campus (2 instructors, director, and clinical instructor). \$75,000-150,000 will be needed for equipment (hopes which the college to receive from donations). He indicated the program can use 2 classrooms in the new Schulenburg facility. It is hoped that the program can be started in the summer of 2007 or the fall of 2007. He will bring the plan back to the Board for approval.
- b. Dr. Thena Parrott answered questions and indicated she hopes to have 20 students enrolled in the program. In response to Mr. Jones' question, she stated that she hoped to get new appropriations from the legislature to continue the program after the grant runs out. There are bills that have been filed to support more nursing education. Ms. Barbara Moore noted that she hopes to receive additional funds to support the program from the Stanzel Foundation.
- c. Announced the establishment of the Norwood and Barbara Lange Scholarship and the Clarence and Ettie Richburg Morrow Scholarship (a copy of the announcements is attached and made a part of these *Minutes*).
- d. Invited the Board to the Brenham PTK Induction ceremony to be held on Monday, February 19, and the Bryan PTK Induction ceremony will be held on Sunday, February 18.

ITEM 17. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public session was recessed at 8:50 p.m.

ITEM 18. 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 19. RECONVENE PUBLIC SESSION

The public session was reconvened at 10:08 p.m.

ITEM 20. 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

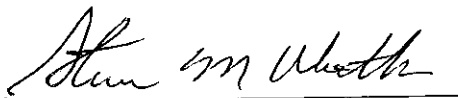
On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to accept the resignations of Ms. Cathy Russell, Instructional Design Specialist, Bryan campus, effective January 31, 2007; Mr. Joseph Kingcade, Physics instructor, Bryan campus, effective January 31, 2007; and Ms. Brandie Bothe, International Student Coordinator, effective March 2, 2007.

On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to confirm the purchases of property at 209 Blinn Boulevard, 1102 Old Mill Creed Road and a lot on Old Mill Creek Road.

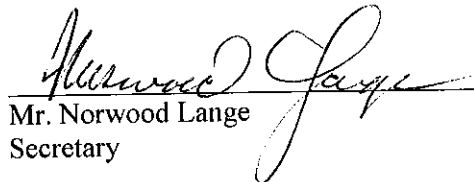
On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to employ part-time faculty for the spring 2007 semester and faculty and professional staff on contracts for the remainder of the 2006-2007 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

ITEM 21. ADJOURNMENT

On a motion by Mr. Lange, seconded by Mr. Jones, the meeting was adjourned at 10:18 p.m.



Mr. Steve M. Westbrook
President



Mr. Norwood Lange
Secretary