

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, March 18, 2008

The Board of Trustees convened at 7 p.m. in the Board Room with the following members present: Mr. Atwood C. Kenjura, Vice President, presiding; 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: Mr. Steve M. Westbrook.

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, Ms. Cathy Boeker, Mr. Brian Burk, Dr. Dennis Crowson, Mr. Tex Davis, Ms. Linda Flynn, Mr. Kris Kapchinski, Mr. Dennis Kocich, Ms. Margie Kovar, Ms. Barbara Moore, Mr. Gus Mutscher, Mr. Brad Nies, Mr. Joe Al Picone, Dr. Milton Radke, Mr. Guadalupe Reyes, Dr. Athena Russell, Ms. Ann Weir, Ms. Jennifer Wise and Dr. Michel Zuch.

Also registered as in attendance were: Mr. C.H. Harvey; Mr. Charles Thielemann; students of the Blinn College Choir program; 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. Kenjura. The pledge was led by Mr. Kenjura and the prayer was given in song by the Blinn College Choir.

ITEM 2. PUBLIC COMMENT

Mr. Charles Thielemann commented on a request for the Blinn College Board to authorize the production and distribution of a patch to high school students at the Sealy campus and other campuses who have completed a "dual credit" course. He also asked that a brochure be developed to show the Sealy area students and citizens what they can take at the Sealy campus, the advantages the campus offers, and to get the brochures distributed to the Sealy area businesses and citizens. He also asked for the college to give him information on how to manage scholarships for the Sealy campus students.

Mr. C.H. Harvey distributed a press release on his appointment to the North Harris Montgomery Community College CNC Technology Advisory Committee (a copy is attached and made a part of these *Minutes*). He stated that apparently he thinks more of Blinn College than Blinn College thinks of him.

ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING FEBRUARY 29, 2008

Dr. Holt reviewed the financial statement and list of checks for the period ending February 29, 2008 (copies of the list of checks and the financial statement are attached and made a part of these *Minutes*).

Dr. Holt introduced Ms. Cathy Boeker who he has appointed to the position of Executive Administrator of External Affairs. He indicated that she will take over some of the duties currently managed by Mr. Barkman, the Executive Vice President.

ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE FEBRUARY 19, 2008, MEETING

On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to approve the *Minutes* of the February 19, 2008, meeting.

ITEM 5. REVIEW AND ACTION TO CANCEL ELECTION OF BOARD OF TRUSTEES AND DECLARE EACH UNOPPOSED CANDIDATE TO BE ELECTED:

- (A) **REVIEW CERTIFICATION FROM SECRETARY OF THE BOARD OF TRUSTEES THAT ONLY ONE CANDIDATE FILED FOR EACH OF THE POSITIONS TO BE FILLED AT THE MAY 10, 2008, BLINN COLLEGE BOARD OF TRUSTEES ELECTION**
- (B) **ADOPT ORDER DECLARING EACH UNOPPOSED CANDIDATE TO BE ELECTED TO OFFICE REPRESENTING COUNTY PRECINCTS NUMBERS 1 AND 4 TO SERVE FULL SIX-YEAR TERMS AND TO CANCEL THE TRUSTEE ELECTION PREVIOUSLY ORDERED BY THE BOARD OF TRUSTEES**

Mr. Barkman reviewed: (A) a document executed by the Secretary of the Board certifying that only one candidate filed for each of the two positions to be filled at the May 10, 2008, Board of Trustees election, and (B) a proposed order of the Board to declare each unopposed candidate to be elected to office and to cancel the trustee election previously ordered by the Board. On a motion by Mr. Lacina, seconded by Dr. Boehm, the Board voted to adopt the order declaring each unopposed candidate to be elected to office and to cancel the Trustee election previously ordered by the Board (copies of the certification and order are attached and made a part of these *Minutes*).

ITEM 6. REVIEW AND ACTION TO REVISE BOARD POLICIES:

- (A) **DEA (LOCAL), COMPENSATION AND BENEFITS: SALARIES, TO CLARIFY THAT PAY FOR TEACHING EXTRA COURSES SHALL BE PUBLISHED IN THE FACULTY PAY SCHEDULE**
- (B) **FLB (LOCAL), STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT CONDUCT, TO CLARIFY THAT STUDENT APPEALS IN ACADEMIC DISHONESTY CASES MAY BE TAKEN TO THE BOARD OF TRUSTEES**

Mr. Barkman reviewed proposed revisions to Board policies DEA (Local) and FLB (Local). On a motion by Mr. Toubin, seconded by Mr. Lange, the Board voted to approve the revisions to the policies as presented. Copies of the policies as revised are attached and made a part of these *Minutes*.

ITEM 7. REVIEW AND ACTION TO AWARD BID #559-2 FOR STUDENT CENTER STRUCTURAL REPAIR THAT CONSISTS OF THREE PARTS: SANDBLASTING AND COATING, BOARD INSULATION AND STRUCTURAL STEEL REPAIRS

Dr. Holt reviewed the bid tabulation for repairs to the Student Center and answered questions from the Board on the nature of the work to be done (a copy of the bid tabulation sheet is attached and made a part of these *Minutes*). On a motion by Mr. Lacina, seconded by Mr. Toubin, the Board voted to award the bids to three contractors as follows: sandblasting and coating to Keeton Contract Services, Inc. in the amount of \$18,500; insulation to Seal Tex in the amount of \$15,427; and structural steel repairs to KW Construction in the amount of \$14,740.

ITEM 8. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK BIDS FOR:

- (A) REPLACEMENT OF GLASS ENTRANCE AND SIDE DOORS FOR THE ACADEMIC BUILDING, PHYSICAL EDUCATION BUILDING, ARTS & SCIENCES BUILDING, BOB BULLOCK BUILDING, BAND HALL, CLASSROOM BUILDING, AND WEIGHT ROOM ON THE BRENHAM CAMPUS
- (B) CARPETING FOR BUCCANEER, LOCKETT AND SPENCER HALLS, AND THE PHYSICAL EDUCATION BUILDING ON THE BRENHAM CAMPUS
- (C) PAINTING OF THE INTERIOR OF BEAZLEY AND HELMAN HALLS, AND THE PHYSICAL EDUCATION BUILDING ON THE BRENHAM CAMPUS

Dr. Holt reviewed administrative requests to seek bids for three projects (a list of the projects is attached and made a part of these *Minutes*). On a motion by Dr. Boehm, seconded by Mr. Jones, the Board voted to authorize the administration to seek bids on the Brenham campus as recommended by the administration.

ITEM 9. REVIEW AND ACTION TO APPROVE EMPLOYMENT OF AN ARCHITECTURAL FIRM TO PROVIDE ARCHITECTURAL SERVICES, SUBJECT TO NEGOTIATION OF A FEE, FOR THE CONSTRUCTION OF THE BLINN COLLEGE TECHNOLOGY -- BRENHAM TRAINING CENTER FACILITY

Dr. Voelter reviewed the status of planning for the Brenham Training Center Facility. He recommended the use of the "hard bid" construction method which would also require selection and employment of an architect. He recommended that the Board approve the employment of the Goodwin-Lasiter, Inc., an architectural firm in College Station, Texas. He noted that Angelina College had used the firm and was very pleased. Blinn College has used the firm for the Bryan campus work. He distributed a memo from Goodwin-Lasiter which indicated a higher cost of construction and longer time frame than expected and hoped for. Mr. Jones indicated he felt they were a capable firm that would do a good job for the college. On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to employ Goodwin-Lasiter, Inc. for the project.

ITEM 10. REVIEW AND ACTION TO APPROVE SURGICAL TECHNOLOGY PROGRAM

Dr. Debra LaCour recommended the Board approve the establishment of a one-year Surgical Technology Program to be housed at St. Joseph's Regional Health Center in Bryan. She answered questions from the Board about the potential for students to get in the program and the reasons why St. Joseph Hospital wants to give up the program. She indicated the college will need to aggressively market the program. She stated the hospital was giving up the program because it was not a teaching institution and was only training its own employees. Dr. Boehm noted there will be considerable growth in the medical profession in Bryan/College due to the expansion of the Texas A&M University Medical School. On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to approve the program. Copies of an overview of the program and the application to the Texas Higher Education Coordinating Board are attached and made a part of these *Minutes*.

ITEM 11. REPORTS:

- **BUILDINGS AND GROUNDS**
- **BLINN COLLEGE FOUNDATION**
- **WORKFORCE EDUCATION**

Dr. Holt reviewed a recent visit he made to the Bryan campus and noted the parking lots were full at 6:30 p.m. and that it was clear that the college needs to address the parking issues. He noted there are many other general repairs that need to be made on the Bryan campus and that his staff is to review the needs and develop a plan.

Dr. Holt reviewed the HVAC problems with Memorial Hall, with the City of Brenham rejecting a proposal to install window units due to fire safety concerns. The plan is to replace the fan units in the existing air conditioning units.

Mr. Joe Al Picone, Director of the Blinn College Foundation, reviewed the finances of the Foundation (a copy of the financial statement is attached and made a part of these *Minutes*). He reviewed the major expenditures on behalf of the College and noted the growing number of donors. He distributed two examples of literature the Foundation has produced to use in seeking additional funds (copies are attached and made a part of these *Minutes*).

Mr. Brian Burk, Director of Workforce Education, and Dr. Athena Russell, Program Manager of Workforce Education, gave a report on the activities and programs provided by the Blinn College Workforce Education throughout the college's service area. They distributed copies of the current publications promoting the workforce programs.

Mr. Burk also distributed and discussed a proposal for the provision of a welding lab and training at the Schulenburg campus (a copy of the proposal is attached and made a part of these *Minutes*).

ITEM 12. ADMINISTRATIVE ANNOUNCEMENTS

Dr. Voelter reported on the following:

- a. Announced an upcoming Lifetime Learning Luncheon with Ms. Gail Pennybacker as the speaker;
- b. Announced the End-of-Year Barbecue will be held at the Washington-on-the-Brazos State Park on April 26, 2008; and
- c. Blinn College's 125th anniversary celebration will be held on March 28, 2008, at 2 p.m. on the Brenham campus.

The meeting was recessed for a break at 8:45 p.m.

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

The public session was recessed for a closed session at 9:02 p.m.

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

ITEM 15. RECONVENE PUBLIC SESSION

The public session was reconvened at 9:22 p.m.


ITEM 16. 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 Mr. Lange, seconded by Dr. Boehm, the Board voted to employ Ms. Rachel Gonzalez, Testing Coordinator, Bryan Campus, effective March 1, 2008, on a one-year contract for the remainder of the 2007-2008 school year (a copy of the list of the person employed is attached and made a part of these *Minutes*).

ITEM 17. ADJOURNMENT

On a motion by Mr. Lacina, seconded by Mr. Toubin, the meeting was adjourned at 9:24 p.m.



Mr. Atwood C. Kenjura
Vice President



Mr. Norwood Lange
Secretary