

**MINUTES  
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

**Regular Meeting, Tuesday, October 26, 2010, 7 p.m.**

The Board of Trustees convened at 7:02 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. Daniel J. Holt, President; Dr. Robert Brick, Dr. John D. Harris, Dr. Debra R. LaCour, and Dr. Van Miller, Vice Presidents; Dr. Ted Raspiller, Provost Brazos County Campuses; Ms. Cathy Boeker, Executive Administrator of External Affairs; Ms. Leslie Ellis, Ms. Jennifer Garcia, Ms. Becky Garlick, Mr. Grady Hendricks, Ms. Kristina Janes, Mr. Richard O'Malley, Mr. Joe Al Picone, Mr. Doug Pierce, Dr. Milton Radke, Mr. Michael Schaefer, Mr. Jeff Tilley, Ms. Ann Weir, Dr. Mark Workman, and Dr. Michel Zuch.

Also registered as in attendance were: Mr. Brad Cutright, Cutright and Allen Architects, Inc.; and 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. Holt.

**ITEM 2. PUBLIC COMMENT**

There was no public comment.

Mr. Kenjura read a statement from the College regarding the Board's ability to hold a public meeting outside of Washington County.

**ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE  
PERIOD ENDING SEPTEMBER 30, 2010**

Dr. Miller reviewed the financial statement and list of checks for the period ending September 30, 2010 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). Dr. Miller responded to questions from the Board.

**CONSENT AGENDA ITEMS:**

- ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE SEPTEMBER 21, 2010, REGULAR MEETING**
- ITEM 5. REVIEW AND ACTION TO REVISE BOARD POLICIES:**  
**(A) BCE (LOCAL): BOARD INTERNAL ORGANIZATION - ADVISORY COMMITTEES**  
**(B) ECC (LOCAL): INSTRUCTIONAL ARRANGEMENTS - COURSE LOAD AND SCHEDULES**
- ITEM 6. REVIEW AND ACTION TO ACCEPT GIFTS TO THE COLLEGE OF MISCELLANEOUS TOOLS TO BE UTILIZED BY THE MANUFACTURING PROGRAM AT THE A.W. HODDE, JR., TECHNICAL EDUCATION CENTER**
- ITEM 7. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO AWARD A CONSTRUCTION CONTRACT FOR BID # 627 FOR THE UNDERGROUND COMMUNICATIONS TO THE W.J. "BILL" RANKIN AGRICULTURAL COMPLEX AND THE RELOCATION AND UPGRADE OF CHILLED WATER LINES SERVING THE NEW STUDENT HOUSING FACILITY, BOTH LOCATED ON THE BRENHAM CAMPUS**
- ITEM 8. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO AWARD A CONSTRUCTION CONTRACT FOR BID # 626 FOR THE REPLACEMENT OF THE CHILLER LOCATED AT THE STAR OF THE REPUBLIC MUSEUM**
- ITEM 9. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD PROPOSALS FOR THE GEOTECHNICAL SERVICES AND ASBESTOS ABATEMENT SERVICES RELATED TO THE CONSTRUCTION PHASE OF THE MUSIC FACILITY REMODEL AND EXPANSION PROJECT ON THE BRENHAM CAMPUS**
- ITEM 10. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO APPROVE CHANGE ORDER # 1 WITH COLLIER CONSTRUCTION, INC., FOR THE NEW STUDENT HOUSING FACILITY ON THE BRENHAM CAMPUS**

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to approve the **CONSENT AGENDA ITEMS: ITEM 4** - Minutes for the September 21, 2010, Regular Meeting, **ITEM 5(A)** - Revisions to Board Policy *BCE (Local): Board Internal Organization - Advisory Committees* (a copy of the revised policy is attached and made a part of these *Minutes*); **ITEM 6** - Acceptance of Gifts to the College of Miscellaneous Tools to be Utilized by the Manufacturing Program at the A.W. Hodde, Jr., Technical Education Center (copies of the Donation Forms are attached and made a part of these *Minutes*); **ITEM 7** - Awarding of A Construction Contract for Bid # 627 for the Underground Communications to the W.J. "Bill" Rankin Agricultural Complex and the Relocation and Upgrade of Chilled Water Lines Serving the New Student Housing Facility, both Located on the Brenham Campus to JSL Engineering &

Construction Firm in the amount of \$499,470.00 (a copy of the Bid Tally Sheet is attached and made a part of these *Minutes*); **ITEM 8** - Awarding of a Construction Contract for Bid # 626 for the Replacement of the Chiller Located at the Star of the Republic Museum to Gowan Construction in the amount of \$162,007.00 ( a copy of the Tabulation Sheet is attached and made a part of these *Minutes*); **ITEM 9** - Administration to Seek and Award Proposals for the Geotechnical Services and Asbestos Abatement Services Related to the Construction Phase of the Music Facility Remodel and Expansion Project on the Brenham Campus; and **ITEM 10** - Change Order # 1 with Collier Construction, Inc., for the New Student Housing Facility on the Brenham Campus in the amount of \$51,425.90 (a copy of Change Order #1 is attached and made a part of these *Minutes*) as presented by the Administration.

**ITEM 5(B)** was removed from the Agenda by request of the Administration.

#### **OTHER ACTION ITEMS:**

#### **ITEM 11. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO ADD ADDITIONAL FULL-TIME FACULTY POSITIONS**

Dr. LaCour reviewed the need for additional full-time faculty to reduce current faculty overloads and prepare for the upcoming increase in capacity and anticipated enrollment growth.

On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to Authorize the Administration to Add Ten (10) Full-Time Faculty Positions in Academic Affairs and Two (2) Full-Time Faculty Positions in Applied Sciences as presented by the Administration.

#### **ITEM 12. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO AWARD A CONSTRUCTION CONTRACT FOR BID # 625 FOR THE MUSIC FACILITY REMODEL AND EXPANSION PROJECT ON THE BRENHAM CAMPUS**

Mr. O'Malley updated the Board on the status of capital improvement projects bids received totaling approximately \$23 million. Mr. O'Malley reviewed the competitive sealed bid process and recommended that Bid # 625 for the Music Facility Remodel and Expansion Project be awarded to Collier Construction. Mr. O'Malley responded to several questions from the Board regarding bid specifications and results. Mr. Toubin asked Mr. O'Malley about the capacity capabilities of Collier Construction, Inc. Mr. O'Malley replied that he posed that question to the contractor and Mike Collier said that Blinn's projects would be about 15% of his company's work.

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to Authorize the Administration to Award a Construction Contract for Bid # 625 for the Music Facility Remodel and Expansion Project on the Brenham Campus to Collier Construction, Inc., in the amount of \$1,690,400.00 as presented by the Administration (a copy of the Bid Tabulation is attached and made a part of these *Minutes*).

**ITEM 13. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO ACCEPT THE GUARANTEED MAXIMUM PRICE AND AMEND THE CMAR CONTRACT FOR THE AGRICULTURAL CLASSROOM BUILDING ON THE BRENHAM CAMPUS, THE THIRD PHASE OF THE W.J. "BILL" RANKIN AGRICULTURAL COMPLEX PROJECT, WITH COLLIER CONSTRUCTION, INC.**

Mr. O'Malley reviewed the phases of the Ag Facility Complex. Mr. O'Malley recommended the Board accept the Guaranteed Maximum Price of \$2,213,212.00 (a copy of the Guaranteed Maximum Price letter is attached and made a part of these *Minutes*).

Mr. O'Malley responded to questions from the Board regarding the CMAR process.

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to Authorize the Administration to Accept the Guaranteed Maximum Price and Amend the CMAR Contract for the Agricultural Classroom Building on the Brenham Campus, the Third Phase of the W.J. "Bill" Rankin Agricultural Complex Project, with Collier Construction, Inc., in the amount of \$2,213,212.00 as presented by the Administration.

**REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:**

**ITEM 14. REPORTS:**

• **BUILDINGS AND GROUNDS**

Mr. O'Malley reviewed the Buildings and Grounds report and there were no questions from the Board (a copy of the Buildings and Grounds report is attached and made a part of these *Minutes*).

**Buildings and Grounds:**

**Bryan Campus:**

CPC Remodel - This is the elevator project in the CPC Building. The project will also include some remodeling for offices on the first floor. The project has been bid and awarded to Milleco Construction, Inc., for \$194,324.00. The elevator is installed and needs to be inspected. Working on completing the office improvements and the flooring.

Administration/Classroom Remodel - This project is still waiting on several punch list items to be completed by the contractor, Merrell Construction, Inc. The punch list items have not been a deterrent to the functionality of the remodeled space, and we have not processed any pay requests from the contractor since substantial completion. Billy Ballow, architect with Goodwin Lassiter, Inc., and I met with the contractor on July 27, 2010, and discussed the few items that are needed to complete and close-out the project. I have also sent correspondence by mail outlining a time frame for him to complete the project or Blinn would have the punch list items completed and deduct the cost from his balance. I will do everything possible to have the contractor or his bonding company respond before I involve our attorney. On September 13<sup>th</sup>, I e-mailed the contractor stating that Blinn would seek bids to correct the millwork and replace the carpet in the

classroom building and deduct the cost of this work from the balance owed. I have also demanded that the contractor provide the close-out documents before we release any funds.

Allied Health HSC Campus - The project is under construction and according to the contractor, they are seven weeks ahead of schedule. We have started the equipment procurement, and the A/V design.

Building E, Student Center - This is a multi-phase project designed to enhance the student services offered on the Bryan Campus. I have negotiated a professional services agreement with Oza Bouchard, Morris Architects, and we have started the programming phase of the project. The first task will be a "Student Center Reimplementation Plan" that emphasizes the use of this space for student use. Once the "Student Center Reimplementation Plan" is complete, we will present our findings to the Board at the November Board meeting and seek additional authorizations for the design and construction phases. The budget for this project is \$500,000.00, and will be funded in this year's Repair and Replacement budget.

Landscaping/Signage - There is a need to enhance the landscaping at the new Administration Building and in the area of the Transfer Center. Additionally, signage needs to be improved at these locations, as well as, evacuation signage in all buildings. I will be working on a cost estimate for these improvements for consideration in next year's budget.

Workforce/Dental Hygiene - These programs are located in the Post Office Campus Building at 301 Post Office Street. There is a request that when the RadTech Program relocates to the new HSC/Allied Health Building, the space freed up by this move be used to expand the workforce and dental hygiene programs. I will be working on cost estimates to expand their respective spaces.

Building H (presently, the Allied Health Building) - In Fall 2011, this space will become available for additional classroom and faculty offices. I will be working on cost estimates for an update and remodel of this space into classrooms.

Central Plant - We have had a very challenging summer and fall from an operational and maintenance prospective. We have an "ice bank" that needs to be replaced; four compressors that might need replacing, or at minimum, improved maintenance; a chiller that is limping along and will need replacement in the next two years; and the control system that should assist in monitoring, needs to be improved. In addition to the central plant needs, we have filter, valve, air handlers, and other accessories in each of the buildings that need daily maintenance. We have been in discussions with DBR, the mechanical engineering firm we discussed at the last Board meeting, to evaluate our system and operating procedures. Once we get information back from this firm, I will present the findings to the Board with a plan of action to make the necessary improvements.

### **Brenham Campus:**

Student Housing - We have awarded the contract to Collier Construction, for \$9,926,000.00 for the construction of the student housing facility. The project is under

construction and scheduled for completion by July 15, 2011. The existing agricultural shop building will be salvaged for use by Faith Mission and will be coordinated with Faith Mission and the contractor. The removal of the building will take place after the fall semester. The contractor has completed the subgrade preparation for the building slab and plumbing is starting to go in the ground. We have encountered our first unknown when the existing chilled water lines were uncovered directly under the proposed student housing facility. This will result in a change order to relocate the chill water lines out into the middle of Third Street.

Central Plant - Chiller #2 replacement project has been completed. There are some piping modifications and electrical improvements that we need to consider at the central plant and this plan will be studied and brought to the Board for future action.

Band Hall - The Band Hall project is scheduled to go out for bids on October 14<sup>th</sup>, awarded at the October Board meeting, and start construction in early November. The project is scheduled for completion in August 2011.

Agriculture Facility - We have awarded a Guaranteed Maximum Price (GMP) of \$2,133,000.00, to Collier Construction, for the construction of the Ag Shop Building. This project is under construction. The completion of this phase is January 2011, and we plan to host classes in this building for Spring 2011. The framing for the building has been erected and the contractor is placing the interior block walls.

The Ag Classroom Building – The project is prepared and out for bids. Collier Construction will take bids on October 19<sup>th</sup>, and we will award a (GMP) at the October Board meeting.

Star of the Republic Museum - The chiller component of the HVAC system at the museum has reached its useful life. We have received bids and will award a contract for these improvements at the October meeting.

Campus Wide Fiber Extensions - This project has been bid and will be awarded at the October meeting.

#### **ITEM 15. ADMINISTRATIVE ANNOUNCEMENTS:**

- **UPCOMING EVENTS**

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

- A) The Blinn College Distinguished Lecture for the fall semester will feature Dr. Jean Twenge, lecturing on "Generation Me: The Psychology and Technology of Today's Young People." Twenge is delivering two free lectures on October 25 at 10:00 am, she'll speak in The Dr. W.W. O'Donnell Performing Arts Center on the Brenham campus; and at 1:00 pm. Twenge will speak at Blinn's Bryan Campus in the Dr. Barbara Pearson Banquet Room, Building E Student Center. Contacts: Mary Barnes-Tilley, 979/830-4210; and Dr. Blanche Brick, 979/209-7310.

- B) Blinn Homecoming is Saturday, October 30.  
 Ex Students Association annual meeting at 9:30;  
 Buccaneer Alumni Lettermen Association meeting at 10:30;  
 Hall of Honor BBQ Luncheon at 11:30, for tickets (\$15) call 830-4181;  
 Football game at 3:00 vs Cisco Junior College.  
 Check the Blinn website for updates on all activities at <http://www.blinn.edu>.
- C) Schulenburg Advisory Committee meeting to be held on Wednesday,  
 November 10 at Noon.
- D) Theatre Arts Performance – “Aladdin, or the Wonderful Scamp”,  
 November 10 – 14 in the Dr. W.W. O’Donnell Performing Arts Center, Brenham  
 Campus.
- E) In Concert – Michael Martin Murphey on Monday, December 13 in the  
 Dr. W.W. O’Donnell Performing Arts Center, Brenham Campus. For tickets, call  
 the Box Office at 830-4024. Adults – \$25; Students - \$15.
- F) Next Regular Board meeting is Tuesday, November 16 at 7:00 p.m. on the Bryan  
 Campus.

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

The public was recessed for a break at 7:48 p.m.

The public was recessed for closed session at 7:57 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 9:45 p.m.

**ADDITIONAL ACTION ITEMS:**


**ITEM 19. ACTION ON CLOSED SESSION ITEMS:**

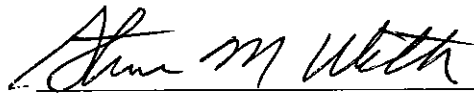
- (A) REVIEW AND ACTION ON FACULTY AND PROFESSIONAL STAFF  
 CONTRACTS
- (B) REVIEW AND ACTION TO PURCHASE, EXCHANGE, OR LEASE  
 REAL PROPERTY IN BRENHAM, BRYAN, SCHULENBURG,  
 AND SEALY

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to employ new Faculty and Professional Staff on one-year contracts for the 2010-2011 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

**ITEM 20. ADJOURNMENT**

On a motion by Mr. Borchardt, seconded by Mr. Lacina, the Meeting was adjourned at 9:47 p.m.

  
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Mr. Atwood C. Kenjura  
President

  
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Mr. Steve M. Westbrook  
Secretary