

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, September 20, 2011, 7:00 p.m.

The Board of Trustees convened at 7:00 p.m. in the Board Room with the following members present: Mr. Atwood C. Kenjura, President, presiding; Mr. Leon B. Toubin, Vice President; Mr. Douglas R. Borchardt, Secretary; Dr. Henry J. Boehm, Jr.; Mr. Norwood Lange; Mrs. Carolyn Miller; and Mr. David Sommer.

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. Kathy Anzivino, Interim Vice President; Dr. Ted Raspiller, Provost Brazos County Campuses; Ms. Cathy Boeker, Executive Administrator of External Affairs; Mr. Thomas Brazzel, Mr. Mordecai Brownlee, Ms. Karen Buck, Ms. Jennifer Bynum, Mr. Myron Dippel, Ms. Jeri Dulaney, Ms. Becky Garlick, Mr. Ted Hajovsky, Mr. Ron Hammond, Ms. Kris Janes, Ms. Becky Krebs, Mr. Richard O'Malley, Mr. Doug Pierce, Dr. Milton Radke, Ms. Rebecca Ruffino, Mr. Ross Schroeder, Mr. Jeff Tilley, Mr. Brandon Webb, Ms. Ann Weir, and Dr. Mark Workman.

Also registered as in attendance were: Mr. John Barkman; Mr. Brad Cutright, Cutright & Allen Architects, Inc.; Mr. L.J. Lacina, Jr.; Dr. Harold Nolte, Jr. and Dr. Lynn Nolte; Ms. Jeannie Seamons, Mr. Eddie VanDyke, and Mr. Randy Weidemann, VanDyke & Rankin; 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. Sommer and the prayer was given by Mr. Sommer.

ITEM 2. PUBLIC COMMENT

There was no public comment.

ACTION ITEM:

ITEM 3. REVIEW AND ACTION TO ADOPT A RESOLUTION IN APPRECIATION OF MR. L.J. "JOHNNY" LACINA, JR., FOR HIS SERVICE ON THE BLINN COLLEGE BOARD OF TRUSTEES

Mr. Kenjura read aloud the Resolution in appreciation of Mr. Lacina, Jr. (a copy of the Resolution is attached and made a part of these *Minutes*).

Mr. Lacina thanked the Board and the College.

On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to adopt the Resolution in Appreciation of Mr. L.J. "Johnny" Lacina, Jr., for his service on the Blinn College Board of Trustees as presented.

NON-ACTION ITEM:**ITEM 4. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING AUGUST 31, 2011**

Dr. Miller reviewed the financial statement and list of checks for the period ending August 31, 2011 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). The year end fund balance is within \$10,000.00 of the previous year. Dr. Miller responded to questions from the Board.

CONSENT AGENDA ITEMS:

- ITEM 5. REVIEW AND ACTION TO APPROVE MINUTES FOR THE AUGUST 16, 2011, REGULAR MEETING AND THE SEPTEMBER 6, 2011, SEPTEMBER 8, 2011, AND SEPTEMBER 13, 2011, SPECIAL MEETINGS**
- ITEM 6. REVIEW AND ACTION TO ACCEPT A GIFT TO THE COLLEGE OF A ROOM OF FURNITURE TO BE USED FOR STUDENT TRAINING IN A HOME SETTING LABORATORY AT THE BLINN COLLEGE HEALTH SCIENCE CENTER CAMPUS**
- ITEM 7. REVIEW AND ACTION TO ADOPT A RESOLUTION RELATED TO THE DISPOSAL OF SURPLUS PROPERTY OF COMPUTERS**
- ITEM 8. REVIEW AND ACTION TO ADOPT A RESOLUTION RELATED TO THE DISPOSAL OF SALVAGE PROPERTY OF SCIENCE LAB EQUIPMENT**
- ITEM 9. REVIEW AND ACTION TO APPOINT A MEMBER TO THE INVESTMENT COMMITTEE**
- ITEM 10. REVIEW AND ACTION TO APPROVE A ONE-YEAR CONTRACT WITH SCHNEIDER ELECTRIC FOR THE CONTINUOUS COMMISSIONING AND ENERGY SERVICES CONTRACT FOR THE HVAC SYSTEM ON THE BRYAN CAMPUS**
- ITEM 11. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A PROFESSIONAL ENGINEERING AGREEMENT FOR THE DESIGN AND CONSTRUCTION PHASE SERVICES FOR HVAC AND ELECTRICAL UPGRADES ON THE BRENHAM CAMPUS**
- ITEM 12. REVIEW AND ACTION TO AWARD A THIRTY-TWO MONTH LAWN CARE SERVICES CONTRACT TO GLASCO & CO. LANDSCAPING, INC., FOR LAWN AREAS ON THE BRENHAM CAMPUS**
- ITEM 13. REVIEW AND ACTION TO AWARD AN AMENDED LAWN CARE SERVICES CONTRACT TO GLASCO & CO. LANDSCAPING, INC., FOR ADDITIONAL LAWN AREAS AND FLOWER BEDS ON THE BRENHAM CAMPUS**

On a motion by Mr. Borchardt, seconded by Dr. Boehm, the Board voted to approve the **CONSENT AGENDA ITEMS: ITEM 5** - Minutes for the August 16, 2011, Regular Meeting and the September 6, 2011, September 8, 2011, and September 13, 2011, Special Meetings; **ITEM 6** - Gift to the College of a Room of Furniture to be Used for Student Training in a Home Setting Laboratory at the Blinn College Health Science Center Campus valued at approximately \$2,500.00 from Ashley Furniture

in College Station, Texas (a copy of the donation form is attached and made a part of these *Minutes*); **ITEM 7** - Resolution Related to the Disposal of Surplus Property of Computers to Donate 25 Blinn College surplus desktop computers and flat screen monitors to Somerville ISD (copies of the Resolution and Exhibit A are attached and made a part of these *Minutes*); **ITEM 8** - Resolution Related to the Disposal of Salvage Property of Science Lab Equipment to Donate Various salvage Microscopes and Lab Equipment to the Fayetteville, Hempstead, and Brenham Independent School Districts (copies of the Resolution and Letters to ISDs are attached and made a part of these *Minutes*); **ITEM 9** - Appointment of Mr. David Sommer to the Blinn College Investment Committee; **ITEM 10** - One-Year Contract with Schneider Electric for the Continuous Commissioning and Energy Services Contract for the HVAC System on the Bryan Campus valued at \$35,910.00 for the period of September 1, 2011, through August 31, 2012 (a copy of the contract is attached and made a part of these *Minutes*); **ITEM 11** - the Administration to Negotiate a Professional Engineering Agreement for the Design and Construction Phase Services for HVAC and Electrical Upgrades on the Brenham Campus; **ITEM 12** - Thirty-Two Month Lawn Care Services Contract to Glasco & Co. Landscaping, Inc., for Lawn Areas on the Brenham Campus (copies of the bid tabulation and map of lawn areas are attached and made a part of these *Minutes*); and **ITEM 13** - Amended Lawn Care Services Contract to Glasco & Co. Landscaping, Inc., for Additional Lawn Areas and Flower Beds on the Brenham Campus valued at \$43,800.00 for the period of October 1, 2011, through August 31, 2013 (a copy of the amended contract is attached and made a part of these *Minutes*) as presented.

OTHER ACTION ITEMS:

ITEM 14. REVIEW AND ACTION TO ADOPT A RESOLUTION RELATED TO FUTURE TRUSTEE ELECTION SCHEDULE AS A RESULT OF SENATE BILL 100

Ms. Cathy Boeker reviewed a presentation on Senate Bill 100 as it relates to future Trustee Election Schedules for Blinn College (a copy of the presentation is attached and made a part of these *Minutes*). She advised the Board of the cause and related effects of Senate Bill 100. Ms. Boeker reviewed with the Board the options created, as well as, her recommendation. She answered questions from the Board.

On a motion by Mr. Borchardt, seconded by Dr. Boehm, the Board voted to Adopt a Resolution to Move the Date of the Blinn College Trustee Elections to the Uniform Election Date in May of Odd Numbered Years and that the Current Term of all Trustees be Lengthened by One Year (copies of Resolutions for November of Even Numbered Years and May of Odd Numbered Years are attached and made a part of these *Minutes*) as presented.

ITEM 15. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A PROFESSIONAL ENGINEERING AGREEMENT FOR THE DESIGN AND CONSTRUCTION PHASE SERVICES REQUIRED FOR PARKING LOT IMPROVEMENTS ON THE BRYAN CAMPUS

Mr. Richard O'Malley reviewed the need for parking lot improvements on the Bryan Campus. He would like to hire an engineering firm to design and construct parking lot improvements. Mr. O'Malley responded to various questions from the Board. He assured the Board that the requested improvements are accounted for in the 2011-2012 Budget.

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to authorize the Administration to Negotiate a Professional Engineering Agreement for the Design and Construction Phase Services Required for Parking Lot Improvements on the Bryan Campus as presented.

ITEM 16. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO AWARD RFP #102 FOR PROPERTY AND LIABILITY INSURANCE UTILIZING THE SERVICES OF A CONSULTANT

Dr. Miller reviewed the Property and Liability Insurance bids (a copy of the summary of insurance proposals spreadsheet is attached and made a part of these *Minutes*). He reviewed the advantages and disadvantages of each bid. A local company bid within a few hundred dollars of the lowest bidder. Dr. Miller recommended that the Board award the bid to VanDyke & Rankin/TASB.

On a motion by Dr. Boehm, seconded by Mr. Sommer, the Board voted to Award RFP #102 for Property and Liability Insurance Utilizing the Services of a Consultant to VanDyke & Rankin/TASB for \$204,654.00 as presented.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 17. REPORTS:

• **BUILDINGS AND GROUNDS**

Mr. Richard O'Malley reviewed the building and grounds report for the Board (a copy of the buildings and grounds report is attached and made a part of these *Minutes*).

Bryan Campus:

- Allied Health HSC Campus - We have moved into the new building and we are functioning in all five of the Allied Health Divisions located on this campus. There are a few punch list items to be resolved, as well as, a few operational issues to be worked out. From a facilities standpoint, this project should be completed in full by the end of October.
- Building E, 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.
- Building H (presently, the Allied Health Building) - This project created the use of nine new classrooms for the Humanities, Natural Sciences, Mathematics, Fine Arts, Social Sciences, Fire Science, and Vet Tech programs. The design of these improvements was completed in-house by the Facilities Department, which provided both a savings from the design fee perspective and a savings from the time perspective to meet the deadlines. The project is substantially complete, except for a few punch list items. The contractor on this project (Madison Construction) did a very good job and would come highly recommended on future projects.
- Central Plant - Chiller #2 replacement project bid on May 26th and we received bids from six contractors. ACO Mechanical from Bryan, Texas, was the low bidder and a contract has been awarded to ACO Mechanical for \$586,515.00. The chiller portion of this project is complete and operational. There are still pumps, compressors, and ice tanks to be installed. The project should be complete by the end of October. FY 2011-2012 the Central Plant will need a plan to correct ice tank #3 and improve the controls to further enhance the plant efficiencies and lower the electrical usage.

Brenham Campus:

- Student Housing - The project is substantially complete and the students have moved into the rooms. There are still punch list items and operational training items that need to be completed. The project should be closed out by the middle of November.

- Central Plant - Next FY 2011-2012 we will need to start an improvement plan for the buildings on chilled water loop “zone 3 and zone 2” by adding controls and frequency drives to better regulate the water flow. These improvements will enhance the efficiencies of the chilled water system and lower our overall electrical utility usage.
- Band Hall - The project is substantially complete. There are a few punch list and operational issues to resolve and these should be completed by the end of October.
- Band Hall - There are two projects that were not included in the original design of this expansion that will need to be completed this year: 1) Exterior Signage - we are developing plans in-house for the exterior signage for this building, and 2) Sprinkler System - there were no plans in the original design for a sprinkler system; however, these plans are being prepared and we will be seeking bids from contractors for the installation of a sprinkler system. Both of these improvements will be paid for from budgeted funds in the R&R Budget.
- Agriculture Shop Facility - Complete.
- The Ag Classroom Building - The project is substantially complete. There are a few punch list and operational issues to resolve and these should be completed by the end of October. There are items including the fencing, sprinkler systems, and exterior signage that still need to be completed on this project. The funds to pay for these improvements are included in the project budget.

- **ENROLLMENT AND HOUSING OCCUPANCY FOR FALL 2011**

Mr. Kenjura pointed out a 2.69% increase in head count but a 4.46% increase in contact hours (copies of the Blinn College Registration Numbers and Housing Occupancy Report for Fall 2011 are attached and made a part of these *Minutes*).

- **PROSPECTIVE STUDENT RELATIONS & COMMUNITY OUTREACH**

Ms. Jennifer Bynum reviewed the formation and purpose of the Prospective Student Relations and Community Outreach Department. She explained the focus of the department.

- **HEALTH SCIENCE CENTER**

Dr. Brick reviewed the recent move into the Health Science Center Campus. He anticipates 550 students by Fall 2012. Dr. Brick invited the Board members to tour the facilities.

- **PRESIDENTIAL SEARCH**

Mr. Borchardt reported on the on-campus interviews and corresponding feedback/surveys for the Presidential Search. The Board has taken great care to review all feedback in considering the decision.

Mr. Kenjura thanked Mr. Borchardt for his leadership and service as Search Committee Chairman.

ITEM 18. ADMINISTRATIVE ANNOUNCEMENTS:

- **NEWLY ENDOWED SCHOLARSHIPS**

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

Janette and Ruben Schmidt Memorial Scholarship - This scholarship was established by Ruben O. Schmidt through his Estate. Janette and Ruben were supporters of Blinn College displaying a strong

belief in any type of education. This scholarship will be awarded to a graduate of Round Top-Carmine High School with a GPA of at least 2.5.

- **UPCOMING EVENTS**

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

- Blinn Theatre Arts production of “Amadeus” on October 6, 7 & 8 at 7:00 p.m., and October 9 at 2:00 p.m., in the Dr. W.W. O’Donnell Performing Arts Center, Brenham Campus.
- Blinn Football:
 - Navarro College, October 1, 7:00 p.m., in Brenham.
 - Tyler Junior College, October 8, 7:00 p.m., in Bryan.
 - Homecoming, Trinity Valley Community College, October 15, 3:00 p.m., in Brenham:
 - 9:00 a.m. - Free Continental Breakfast....Special recognition of Blinn Treasures celebrating their 40th Anniversary.
 - 9:30 a.m. - Blinn Ex-Students Annual meeting.
 - 10:30 a.m. - Buccaneer Alumni Lettermen Annual meeting.
 - 11:30 a.m. - Hall of Honor BBQ Luncheon - tickets only, \$20.00/each; call 830-4181 or email gvierus@blinn.edu.
 - 2:00 p.m. - Recognition of the Hall of Honor Recipients and the Former Blinn Treasures Dance Team Members.
 - 3:00 p.m. - Buccaneers vs. Trinity Valley at Cub Stadium.
 - 6:00 p.m. - Dinner gathering at Nathan’s BBQ for all 70’s Alumni.
- Blinn Volleyball:
 - Navarro, September 20, 6:00 p.m., in Brenham.
 - Trinity Valley Community College, September 29, 6:00 p.m., in Brenham.
 - Panola College, October 3, 6:00 p.m., in Brenham.
 - Paris Junior College, October 10, 6:00 p.m., in Brenham.
 - Tyler Junior College, October 17, 6:00 p.m., in Brenham.
- Endowed Scholarship Luncheon on Saturday, October 22, 11:30 a.m., Blinn College Student Center, Janis Sneed Banquet Room, honoring donors and recipients. Formal invitations will be mailed.
- Camp For All “Rocks”, honoring Beth and David Sommer on Saturday, October 22, 6:00 p.m., 6301 Rehburg Road, Burton, Texas.
- Regular Board Meeting - Tuesday, October 18, 7:00 p.m.

ITEM 19. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV’T. CODE, SEC. 551.101)

The public was recessed for a break at 7:45 p.m.

The public was recessed for closed session at 7:50 p.m.

CLOSED SESSION:

ITEM 20. 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)**
- (C) **DELIBERATE THE SELECTION OF BLINN COLLEGE PRESIDENT (GOV'T. CODE, SEC. 551.074)**

ITEM 21. RECONVENE PUBLIC SESSION

The public session was reconvened at 8:17 p.m.

ADDITIONAL ACTION ITEMS:

ITEM 22. 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**
- (C) **REVIEW AND ACTION TO SELECT BLINN COLLEGE PRESIDENT (GOV'T. CODE, SEC. 551.074)**

On a motion by Mr. Sommer, seconded by Mrs. Miller, the Board voted to employ new Faculty and Professional Staff on one-year contracts for the 2011-2012 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

Mr. Kenjura reviewed the decision process and named Dr. Harold Nolte, Jr., as College President and elevated Dr. Ted Raspiller to Campus President for the Brazos County Campuses.

On a motion by Dr. Boehm, seconded by Mr. Borchardt, the Board voted to employ Dr. Harold Nolte, Jr., as College President and Dr. Ted Raspiller as Campus President for the Brazos County Campuses.

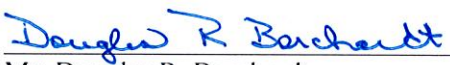
Mr. Kenjura introduced both Dr. Nolte and Dr. Raspiller to the group.

ITEM 23. ADJOURNMENT

On a motion by Mr. Borchardt, seconded by Mrs. Miller, the Meeting was adjourned at 8:22 p.m.



 Mr. Atwood C. Kenjura
 President



 Mr. Douglas R. Borchardt
 Secretary