

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

**Dr. Barbara L. Pearson Banquet Room
First Floor, Student Center Building
Blinn College, 2423 Blinn Boulevard
Bryan, Texas**

Regular Meeting, Tuesday, November 19, 2013, 6:30 p.m.

The Board of Trustees convened at 6:32 p.m. in the Banquet Room with the following members present: Mr. Douglas R. Borchardt, President, presiding; Mr. Atwood C. Kenjura, Vice President; Mr. David Sommer, Secretary; Mrs. Theodora "Teddy" V. Boehm; Mr. Norwood Lange; Mrs. Carolyn D. Miller, CPA and Mr. Leon B. Toubin.

Board members not present: None.

Members of the College staff in attendance were: Dr. Harold Nolte, District President; Ms. Sylvia McMullen, Interim President, Brazos County Campuses; Ms. Kelli Shomaker, Senior Vice President, Finance and Administrative Services/CFO; Dr. Dennis Crowson, Vice President, Student Services; Dr. John Beaver, Interim Vice President, Academic Affairs/CAO; Dr. Cynthia Griffith, Vice President, Allied Health Sciences; Ms. Cathy Boeker, Associate Vice President, Institutional Advancement/Governmental Affairs; Ms. Elaine Abshire; Mr. Joe Baumann; Ms. Abigail Baumgardner; Mr. Mark Bernier; Dr. Lee Don Bienski; Mr. Dwight Bohlmeier; Dr. Jeff Bronson; Ms. Roxanne Brown; Mr. Jeff Cermin; Dr. Beverly Clement; Mr. Joseph Engle; Dr. Bennie Graves; Ms. Inna Hefley; Ms. Marie Kirby; Ms. Cathy Lively; Dr. Cheryl Metz; Mr. Charles Miller; Mr. Richard O'Malley; Dr. Michelle Raisor; Mr. Steve Rathbone; Ms. Rebecca Ruffino; Mr. Ross Schroeder; Mr. Garrett Smith; Ms. Kristin Stoley; Mr. Jeff Tilley and Dr. Mark Workman.

Also registered as in attendance were: Mr. Ralph R. Davila, Agriculture Facilities Manager, Texas A&M University; Mr. Tom Dwyer, BOKA Powell; Mr. Thomas Gessner and Mr. Jeremy Peters, Gessner Engineering; Mr. Ivan Olson, The Bank & Trust; Ms. Christina Richardson, Principal, Bryan Collegiate High School; Ms. Merri Schneider-Vogel, Thompson & Horton LLP; Mr. Lloyd Smith, Lloyd Smith & Associates Food Service; Ms. Tina Till, Student Government Association President, Bryan Campus; Bill Oliver, WTAW.

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

The meeting was called to order by Mr. Borchardt. The pledge was led by Mr. Sommer and the prayer was given by Mr. Sommer.

REPORTS, ANNOUNCEMENTS AND OTHER NON-ACTION ITEMS:

ITEM 2. DISTRICT PRESIDENT ADMINISTRATIVE ANNOUNCEMENTS

Mr. Borchardt welcomed the faculty, staff and community to the Board meeting. He also welcomed Mrs. Teddy Boehm as the newest Trustee.

Dr. Nolte reviewed administrative announcements and upcoming events (a copy of the upcoming events are attached and made a part of these *Minutes*).

ITEM 3. BRAZOS COUNTY CAMPUSES UPDATE

Ms. McMullen reviewed upcoming events for the Brazos County Campuses (a copy of the upcoming events are attached and made a part of these *Minutes*). She thanked the choir for their performance prior to the Board meeting.

ITEM 4. REPORTS:

- **BRYAN COUNTY CAMPUSES UPDATE**

Ms. Christina Richardson, Bryan Collegiate High School Principal, reviewed the Bryan Collegiate High School Program (a copy of the Power Point presentation handout is attached and made a part of these *Minutes*). The program targets students who are at risk of dropping out of school. She discussed the partnership between Bryan Independent School District and Blinn College, which make the program possible. Ratings, awards and recognitions received by the school were pointed out to the Board. The curriculum and instructions, community service and extra-curricular activities were reviewed. Ms. Richardson responded to questions from the Board.

- **BUILDINGS AND GROUNDS**

The Board reviewed the written buildings and grounds report from Mr. Richard O'Malley, Executive Director, Facilities, Planning and Construction (a copy of the buildings and grounds report is attached and made a part of these *Minutes*). The Board inquired about the new parking lot on the Bryan Campus.

- **BRYAN CAMPUS MASTER PLAN**

Mr. Tom Dwyer, BOKA Powell, gave the Board an update on the ongoing Bryan Campus Master Plan (a copy of the Proposal for Master Plan Modeling and Design Services is attached and made a part of these *Minutes*). He reviewed the process to date. Mr. Dwyer and colleagues are currently analyzing data and considering options. BOKA Powell is currently looking at projected growth and possible solutions to address space needs to bring to the December 17th Board meeting.

- **STUDENT LEADERSHIP - BRENHAM CAMPUS**

Dr. Bennie Graves, Director Student Leadership and Activities, Bryan Campus, reviewed the purpose of the office of Student Leadership and Activities. He also reviewed Fall 2013 programs and activities (a copy of the PowerPoint presentation is attached and made a part of these *Minutes*).

Mr. Garrett Smith, Coordinator Student Activities, Bryan Campus, reviewed conferences, workshops and education trips.

Tina Till, Student Government Association (SGA) President, thanked the SGA advisors and reviewed Fall activities.

- **SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS COMMISSION ON COLLEGES - REAFFIRMATION UPDATE**

Mr. Joe Baumann, Dean of Institutional Effectiveness and Enrollment Management, reviewed the progress on the Southern Association of Colleges and Schools Commission on Colleges (SACS) Compliance Certification Report, (a copy of the Board update on Blinn's Reaffirmation of Accreditation is attached and made a part of these *Minutes*). The Second draft is due internally December 6, 2013. He discussed the Quality Enhancement Plan (QEP).

ITEM 5. PUBLIC COMMENT

Mr. Mark Bernier, on behalf of the Faculty Senate, thanked the Board for the recent increase in faculty and staff salaries. He complimented the Board on the hard work that went into the effort to allow for those increases. He encouraged them to follow those same efforts next year.

ITEM 6. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING OCTOBER 31, 2013

Ms. Shomaker reviewed the financial statements and list of checks for the period ending October 31, 2013 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). She brought to the Board's attention variances and changes in the Teacher Retirement System (TRS) appropriations from last year. She responded to questions from the Board.

CONSENT AGENDA ITEMS:

ITEM 7. REVIEW AND POSSIBLE ACTION TO APPROVE THE MINUTES FOR THE OCTOBER 15, 2013, REGULAR MEETING, AND OCTOBER 29, 2013, SPECIAL MEETING

ITEM 8. REVIEW AND POSSIBLE ACTION TO ACCEPT A GIFT TO THE COLLEGE OF A GOLF CART TO BE USED FOR SPORTS MEDICINE ON THE BRENHAM CAMPUS

ITEM 9. REVIEW AND POSSIBLE ACTION TO ACCEPT A GIFT TO THE COLLEGE OF 2 TABLES AND 2 LAMPS TO BE USED IN THE BLINN COLLEGE FOUNDATION OFFICE ON THE BRENHAM CAMPUS

ITEM 10. REVIEW AND POSSIBLE ACTION TO ADOPT A RESOLUTION RELATED TO THE DISPOSAL OF SALVAGE PROPERTY OF SURGICAL TECHNOLOGY SUPPLIES

On a motion by Mr. Lange, seconded by Mrs. Boehm, the Board voted to approve **CONSENT AGENDA ITEMS: ITEM 7** - Minutes for the October 15, 2013, regular meeting and October 29, 2013, special meeting (copies of the minutes are attached and made a part of these *Minutes*); **ITEM 8** - the Administration to accept a gift to the college of a golf cart to be used for sports medicine on the Brenham Campus (a copy of the Donation Form is attached and made a part of these *Minutes*); **ITEM 9** - the Administration to accept a gift of 2 tables and 2 lamps to be used in the Blinn College Foundation office on the Brenham Campus (a copy of the Donation Form is attached and made a part of these *Minutes*); **ITEM 10** - the Administration to adopt a Resolution related to the disposal of salvage property of surgical technology supplies (a copy of the Resolution is attached and made a part of these *Minutes*), as presented by the Administration.

ACTION ITEMS:

ITEM 11. DISCUSSION AND POSSIBLE ACTION TO ADOPT COLLEGE VISION STATEMENT, MISSION STATEMENT, STRATEGIC PRIORITIES, GOALS, AND OBJECTIVES FOR 2013-2016

Ms. Sylvia McMullen and Mr. Joe Baumann reviewed the process that was employed to revise the Vision and Mission Statements, Strategic Priorities, Goals and Objectives (a copy of the Blinn College Strategic Plan 2013-2016 is attached and made a part of these *Minutes*). The three Strategic Priorities are Student Success, Community Enhancement and Human Capital. Mr. Borchardt inquired about the next steps. The

units will begin to develop measurable objectives immediately. Mr. Sommer inquired about core values. The institution will need to establish core values. Unit budgets will be closely tied to the goals and objectives.

On a motion by Mrs. Miller, seconded by Mr. Sommer, the Board voted to authorize the Administration to adopt the College Vision Statement, Mission Statement, Strategic Priorities, Goals and Objectives for 2013-2016, as presented by the Administration.

ITEM 12. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK REQUESTS FOR QUALIFICATIONS FOR A CONSTRUCTION MANAGER AT RISK CONTRACTOR FOR THE 2013-2014 FISCAL YEAR EXPANSION PROJECTS ON THE BRYAN CAMPUS

Mr. Richard O'Malley reviewed a potential need to seek Requests for Qualifications for a Construction Manager at Risk Contractor (CMAR) for expansion projects on the Bryan Campus. This action will allow for the process to be expedited if a CMAR is needed for the 2013-2014 fiscal year.

On a motion by Mr. Kenjura, seconded by Mr. Toubin, the Board voted to authorize the Administration to seek requests for qualifications for a CMAR for the 2013-2014 fiscal year expansion projects on the Bryan Campus.

ITEM 13. DISCUSSION AND POSSIBLE ACTION TO REVISE BOARD POLICIES:

- (A) BAA (LOCAL): Board Legal Status – Powers, Duties, Responsibilities*
- (B) BBC (LOCAL): Board Members – Vacancies and Removal from Office*
- (C) BBFA (LOCAL): Ethics – Conflict of Interest Disclosure*
- (D) BCG (LOCAL): Board Internal Organization – Board Evaluation*
- (E) BFD (LOCAL): College President – Evaluation*
- (F) BG (LOCAL): Administrative Organization Plan*
- (G) EBA (LOCAL): Alternate Methods of Instruction – Distance Education*

Ms. Rebecca Ruffino, Governmental Affairs/Policy Coordinator, reviewed proposed policy revisions for Board Policies (a copy of the proposed policy revisions are attached and made a part of these *Minutes*). She responded to questions from the Board.

On a motion by Mr. Sommer, seconded by Mrs. Boehm, the Board voted to table Item 13(A), and adopt proposed policy revisions for Policies 13(B) - 13(G), as presented by the Administration.

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

The public was recessed for a break at 7:50 p.m.

The public was recessed for closed session at 8:05 p.m.

CLOSED SESSION:**ITEM 14.**

- (A) **PERSONNEL MATTERS (GOV'T. CODE, SEC. 551.074)**
 - i. **DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE OR DISMISSAL OF PUBLIC EMPLOYEES OR OFFICERS**
- (B) **REAL PROPERTY (GOV'T. CODE, SEC. 551.072)**
 - i. **DISCUSSION OF POSSIBLE PURCHASE, EXCHANGE OR LEASE OF REAL PROPERTY IN BRENHAM, BRYAN, SCHULENBURG AND SEALY**
- (C) **PRIVATE CONSULTATION WITH THE BOARD'S ATTORNEY REGARDING RULE 202 PETITION PENDING IN DISTRICT COURT IN WASHINGTON COUNTY, 335TH JUDICIAL DISTRICT (GOV'T. CODE, SEC. 551.071)**

ITEM 15. RECONVENE PUBLIC SESSION

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

ADDITIONAL ACTION ITEMS:**ITEM 16. 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**

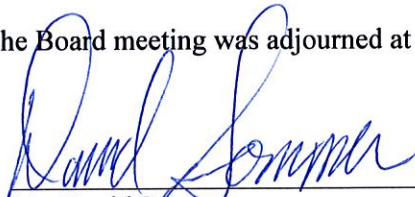
On a motion by Mr. Sommer, seconded by Mr. Toubin, the Board voted to employ new full-time faculty and professional staff on one-year contracts, as presented by the Administration (a copy of the list of persons employed is attached and made a part of these *Minutes*).

ITEM 17. ADJOURNMENT

On a motion by Mrs. Miller, seconded by Mr. Kenjura, the Board meeting was adjourned at 10:12 p.m.



Mr. Douglas R. Borchardt
President



Mr. David Sommer
Secretary