

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, June 17, 2008

The Board of Trustees convened at 7 p.m. in the Board Room with the following members present: Mr. Atwood C. Kenjura, President, presiding; Mr. Leon B. Toubin, Vice President; Mr. Don Jones, Secretary; Dr. Henry J. Boehm, Jr., Mr. L.J. Lacina, Jr., Mr. Norwood Lange and Mr. Steve M. Westbrook.

Board members not present: None.

Members of the college staff in attendance were: Dr. Daniel J. Holt, President; Dr. John D. Harris, Dr. Debra R. LaCour and Dr. Barbara L. Pearson, vice presidents; Ms. Cathy Boeker, Executive Administrator of External Affairs; Dr. Donald E. Voelter, Chancellor; Dr. Bob Brick, Mr. Tex Davis, Mr. Brian Goyner, Mr. Ted Hajovsky, Mr. Bobby Henrichsen, Mr. Dennis Kocich, Ms. Tracy Lutkenhaus, Ms. Gena Parsons, Dr. Milton Radke, Dr. Athena Russell, Mr. Daniel Villanueva, Mr. Michael Welch, Dr. Michel Zuch, Ms. Linda Bow, Mr. Claude Free, Mr. Darrell Reimer, Dr. Cathy Kemper and Mr. Gus Mutscher.

Also registered as in attendance were: Mr. Frank Wagner, KTTX-KWHI; Mr. Alan Nieschwietz, *Brenham Banner-Press* and Mr. Luther Hueske.

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. Voelter.

ITEM 2. PUBLIC COMMENT

There was no public comment.

ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING MAY 31, 2008

Dr. Holt reviewed the financial statement and list of checks for the period ending May 31, 2008 (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 MAY 20, 2008, MEETING

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to approve the *Minutes* of the May 20, 2008, meeting.

ITEM 5. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR:

- (A) **Grocery and Frozen Products, Meat and Processed Meat, Milk Products, and Bread Products during the period of September 1, 2008 – February 28, 2009 for the Brenham Campus**
- (B) **Lawn Care on the Bryan Campus**
- (A) Dr. Holt reminded the Board that bids for food products for the Brenham Campus are sought and awarded twice per year; this will be the first for the 2008-2009 fiscal year.
- (B) Dr. Holt informed the Board that the current two year contract for lawn care on the Bryan campus ends August 31, 2008.

ITEM 6. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK BIDS FOR A DEPOSITORY BANK FOR BLINN COLLEGE

Dr. Holt informed the Board that the current two year contract ends August 31, 2008 and the Administration would like to seek bids for a three year contract.

ITEM 7. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK REQUESTS FOR PROPOSALS (RFQ) FOR:

- (A) **Data Management Software to be Used in the Office of Institutional Research and Effectiveness**
- (B) **Transportation Services for Student Travel for Fall 2008 Semester on the Brenham Campus**
- (A) Dr. Holt explained to the Board that this software will be used to systematically collect, manage and report data as a part of a comprehensive institutional effectiveness plan that will meet Blinn College planning and accreditation requirements with the Southern Association of Colleges and Schools.
- (B) Dr. Holt informed the Board that this RFP will cover bus transportation for Brenham Campus athletics, band, cheer and dance teams for the Fall 2008 semester.

On a motion by Mr. Westbrook, seconded by Mr. Lange, the Board voted to approve items five, six and seven as presented by the Administration.

ITEM 8. REVIEW AND ACTION TO APPOINT A MEMBER TO THE SCHULENBURG CAMPUS ADVISORY COMMITTEE

Ms. Cathy Boeker recommended the Board appoint Mr. Dudley C. Piland to the Schulenburg Campus Advisory Committee. Ms. Boeker told the Board that the new appointment is a result of a vacancy created by the May 2008 expiration of Ms. Gale Lincke's third consecutive term.

On a motion by Mr. Lacina, seconded by Dr. Boehm, the Board voted to appoint Mr. Dudley C. Piland to the Schulenburg Campus Advisory Committee (a biography of the newly appointed member is attached and made a part of these *Minutes*).

ITEM 9. REVIEW AND ACTION TO ELIMINATE REGULAR MEETINGS OF THE BOARD OF TRUSTEES IN THE MONTH OF DECEMBER

Mr. Kenjura reminded the Board that the elimination of regular Board meetings during the month of December was discussed at a recent Board retreat. The suggestion was made because of the college being closed during the last two weeks of December and the typically light agenda.

On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to eliminate regular meetings of the Board of Trustees in the month of December.

ITEM 10. REPORTS:

- **BUILDINGS AND GROUNDS**

Dr. Holt informed the Board that the renovation of the Schmidt building was going well and is set to be completed in five weeks. He also told the Board the unit pricing process for other projects is serving the college's needs and is going very well.

- **ENROLLMENT AND HOUSING OCCUPANCY FOR SUMMER I SEMESTER**

Dr. Harris reviewed enrollment and housing occupancy for summer I and indicated that both had increased from the 2007 numbers. He also reported that the housing department is projecting a waiting list for Fall housing on the Brenham campus (copies of the enrollment and housing reports are attached and made a part of these *Minutes*).

- **FINANCIAL AID**

Ms. Tracy Lutkenhaus gave a report on the 2007-2008 Financial Aid award totals and responded to various questions from the Board.

- **TECHNOLOGY CENTER**

Dr. Voelter discussed the work that the various committees for the Technology Center have been engaged in. He also reviewed the proposed floor plan for the building which has increased from the originally proposed 8,000 sq ft to now approximately 12,000 sq ft. Dr. Voelter also informed the Board that the estimated cost for the center has risen as well. To date the project cost is estimated to be somewhere around \$1.25 million leaving the college with a \$400,000 shortfall. He and others intend to solicit donations to cover the shortage.

Dr. Voelter, Dr. Milton Radke and Mr. Luther Hueske all responded to questions about the project.

ITEM 11. ADMINISTRATIVE ANNOUNCEMENTS

Dr. Holt reported on the following:

- a. Announced one newly endowed scholarship from the Washington County Go Texan Committee in addition to one established in 1991 (copies of the scholarship summaries are attached and made a part of these *Minutes*).
- b. Announced a Governance Leadership Institute on Diversity Conference for Board members to be held in New Mexico August 3-5, 2008.
- c. Announced an invitation to the July 4th fundraiser at the Washington-on-the-Brazos State Park.
- d. Announced the Washington County Chamber of Commerce Tailgate 2008 fundraising event.

The meeting was recessed for a break at 7:47 p.m.

ITEM 12. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

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

ITEM 13. 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)
- (C) CONSULTATION WITH ATTORNEY RELATIVE TO PENDING OR CONTEMPLATED LITIGATION (GOV'T. CODE, SEC. 551.071)

ITEM 14. RECONVENE PUBLIC SESSION

The public session was reconvened at 8:59 p.m.

ITEM 15. REVIEW AND ACTION ON CLOSED SESSION ITEMS

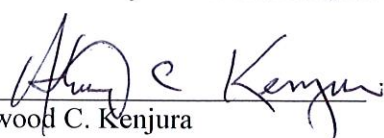
- (A) REVIEW AND ACTION ON FACULTY AND PROFESSIONAL STAFF CONTRACTS
- (B) REVIEW AND ACTION TO PURCHASE, EXCHANGE OR LEASE REAL PROPERTY IN BRENHAM, BRYAN AND SCHULENBURG

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to accept the resignation of Ms. Ashley Klausmeyer, Financial Aid Advisor/Scholarship Coordinator, effective May 23, 2008.

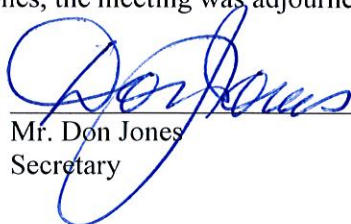
On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to employ faculty for the summer I 2008 semester and new faculty and professional staff on one-year contracts for the remainder of the current school year and the 2008-09 school year (a copy of the lists of persons employed is attached and made a part of these *Minutes*).

ITEM 16. ADJOURNMENT

On a motion by Mr. Westbrook, seconded by Mr. Jones, the meeting was adjourned at 9:01 p.m.



Mr. Atwood C. Kenjura
President



Mr. Don Jones
Secretary