

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, February 15, 2011, 7 p.m.

The Board of Trustees convened at 7:03 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. 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; Ms. Elaine Abshire, Mr. Thomas Brazzel, Ms. Karen Buck, Ms. Jeri Dulaney, Ms. Leslie Ellis, Ms. Jennifer Garcia, Ms. Rebecca Garlick, Mr. Brian Gonyer, Mr. Ted Hajovsky, Dr. John Harris, Mr. Grady Hendricks, Ms. Kristina Janes, Ms. Julie Maass, Mr. Houston McGaugh, Ms. Pat Moran, Mr. Richard O'Malley, Ms. Karla Roper, Mr. Michael Schaefer, Mr. Ross Schroeder, Dr. Rosemary Sundet, Mr. Jeff Tilley, Ms. Ann Weir, and Mr. Robert Young.

Also registered as in attendance were: Mr. Dean Allen, Cutright & Allen Architects, Inc.; Mr. Brett Coghlan, Ms. Allison P. Smith, *Brenham Banner-Press*; and Mr. Charles Thielemann.

**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

Mr. Charles Thielemann distributed a handout to each Board member and asked them what it would take to continue the Sealy Campus in one location (copies of distributed information attached and made a part of these *Minutes*). He wants the maintenance tax issue to continue. Mr. Thielemann questioned accounting numbers for the Sealy Campus. He offered to lead a fundraising campaign to raise \$15,000.00. Mr. Thielemann challenged the College to embrace technology. He asked what the Sealy community could do to help the Sealy Campus. Mr. Kenjura stated that the Sealy Campus issue would appear on the March agenda.

Mr. Robert Young gave a PTK activity update to the Board. He reviewed membership numbers and various projects/activities.

Mr. Brett Coghlan recognized the academic accomplishments of Blinn Student Athletes. He pointed to those accomplishments as a reason to continue athletics at Blinn College.

**ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE
PERIOD ENDING JANUARY 31, 2011**

Dr. Miller reviewed the financial statement and list of checks for the period ending January 31, 2011 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*).

Dr. Miller addressed a question regarding scholarship awards for the Technical Education Center. He stated that scholarships will be awarded from that account when the scholarship committee meets this Spring. Dr. Miller responded to questions from the Board.

Dr. Miller distributed State Appropriation material and proposed further reductions (copies of the distributed materials are attached and made a part of these *Minutes*). Dr. Holt reviewed the proposed State Appropriation proposed numbers for the biennium. Mr. Toubin asked how the College would handle worst case scenario cuts. Dr. Miller reviewed possible solutions and responded to questions from the Board.

CONSENT AGENDA ITEMS:

ITEM 4. REVIEW AND ACTION TO APPROVE THE MINUTES FOR THE JANUARY 18, 2011, REGULAR MEETING

ITEM 5. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO DISPOSE OF A 1986 INTERNATIONAL TRUCK EQUIPPED WITH A 1974 HI RANGER BUCKET VIA PUBLIC AUCTION

ITEM 6. REVIEW AND ACTION TO APPOINT FOUR MEMBERS TO THE BRAZOS COUNTY ADVISORY COMMITTEE

ITEM 7. REVIEW AND ACTION TO OFFICIALLY NAME THE NEW STUDENT HOUSING FACILITY ON THE BRENHAM CAMPUS THE BERT AND MAE DEAN WHEELER RESIDENCE HALL IN RECOGNITION OF A DONATION MADE BY THE F.W. BERT AND MAE DEAN WHEELER FOUNDATION

ITEM 8. REVIEW AND ACTION TO OFFICIALLY NAME THE NEW AGRICULTURAL COMPLEX ON THE BRENHAM CAMPUS THE W.J. "BILL" RANKIN AGRICULTURAL COMPLEX IN RECOGNITION OF A DONATION MADE BY ED KRUSE, BILL RANKIN, AND FRIENDS

ITEM 9. REVIEW AND ACTION TO OFFICIALLY NAME THE RENOVATED BAND HALL ON THE BRENHAM CAMPUS THE J. HAL AND ALLYNE MACHAT MUSIC FACILITY IN RECOGNITION OF A DONATION MADE BY J. HAL AND ALLYNE MACHAT

ITEM 10. REVIEW AND ACTION TO REVISE BOARD POLICIES:

(A) FI (LOCAL): SOLICITATIONS

(B) EGA (LOCAL): ACADEMIC ACHIEVEMENT - GRADING AND CREDIT

ITEM 11. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK A CONSTRUCTION CONTRACT FOR THE STUDENT CENTER RENOVATION PROJECT (BUILDING E) ON THE BRYAN CAMPUS THROUGH THE COMPETITIVE SEALED PROPOSAL DELIVERY METHOD

ITEM 12. REVIEW AND ACTION TO ADOPT THE SELECTION CRITERIA FOR USE IN EVALUATING AND RANKING THE COMPETITIVE SEALED PROPOSALS FOR THE STUDENT CENTER RENOVATION PROJECT (BUILDING E) ON THE BRYAN CAMPUS

ITEM 13. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A PROFESSIONAL ENGINEERING SERVICES CONTRACT WITH DBR ENGINEERING CONSULTANTS, INC., FOR THE ASSESSMENT OF ALTERNATIVE POWER SUPPLIES FOR THE ADMINISTRATIVE COMPUTING SERVICES MDF (MAIN DISTRIBUTION FRAME) ROOMS ON THE BRENHAM AND BRYAN CAMPUSES

ITEM 14. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR THE FURNITURE, FIXTURES, AND EQUIPMENT, INSTALLATION, MOVE-IN, STORAGE, AND OTHER RELATED COSTS ASSOCIATED WITH THE NEEDS OF THE BERT AND MAE DEAN WHEELER RESIDENCE HALL ON THE BRENHAM CAMPUS

ITEM 15. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO ADD THE POSITION OF PROJECT MANAGER

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to approve the **CONSENT AGENDA ITEMS**: **ITEM 4** - Minutes for the January 18, 2011, Regular Meeting; **ITEM 5** - Authorization of the Administration to Dispose of a 1986 International Truck Equipped with a 1974 Hi Ranger Bucket Via Public Auction; **ITEM 6** - Appointment of Four Members: Dr. Frank Ashley, Michael Beckendorf, Jenny Ligon, and Rodney McFaddin (a copy of brief bios for each member is attached and made a part of these *Minutes*), to the Brazos County Advisory Committee for terms ending in December, 2012; **ITEM 7** - Official Name of the New Student Housing Facility on the Brenham Campus the Bert and Mae Dean Wheeler Residence Hall in Recognition of a Donation made by the F.W. Bert and Mae Dean Wheeler Foundation; **ITEM 8** - Official Name of the New Agricultural Complex on the Brenham Campus the W.J. "Bill" Rankin Agricultural Complex in Recognition of a Donation made by Ed Kruse, Bill Rankin, and Friends; **ITEM 9** - Official Name of the Renovated Band Hall on the Brenham Campus the J. Hal and Allyne Machat Music Facility in Recognition of a Donation made by J. Hal and Allyne Machat; **ITEM 10** - Revision of Board Policies: *FI (Local): Solicitations* and *EGA (Local): Academic Achievement - Grading And Credit* (copies of the drafted policies are attached and made a part of these *Minutes*); **ITEM 11** - Authorization of the Administration to Seek a Construction Contract for the Student Center Renovation Project (Building E) on the Bryan Campus Through the Competitive Sealed Proposal Delivery Method; **ITEM 12** - Adoption of the Selection Criteria for Use in Evaluating and Ranking the Competitive Sealed Proposals for the Student Center Renovation Project (Building E) on the Bryan Campus; **ITEM 13** - Authorization of the Administration to Negotiate a Professional Engineering Services Contract with DBR Engineering Consultants, Inc., for the Assessment of Alternative Power Supplies for the Administrative Computing Services MDF (Main Distribution Frame) Rooms on the Brenham and Bryan Campuses; **ITEM 14** - Authorization of the Administration to Seek and Award Bids for the Furniture, Fixtures, and Equipment, Installation, Move-In, Storage, and Other Related Costs Associated with the Needs of the Bert and Mae Dean Wheeler Residence Hall on the Brenham Campus; and **ITEM 15** - Authorization of the Administration to Add the Position of Project Manager (a copy of the Project Manager Job Description is attached and made a part of these *Minutes*) as presented by the Administration.

OTHER ACTION ITEMS:

ITEM 16. REVIEW AND ACTION TO ESTABLISH A THERAPEUTICS MANUFACTURING PROGRAM

Dr. Brick distributed a proposal to establish a Therapeutics Manufacturing program (copies of the proposal and new program request form are attached and made a part of these *Minutes*). Dr. Brick explained the need for a new program in Therapeutics Manufacturing. He reviewed the proposed budget and requested approval for the program. Dr. Brick responded to questions from the Board. Mr. Toubin

inquired as to the initial student enrollment. Dr. Brick stated that it is anticipated to be low with the potential for growth. Mr. Toubin questioned if now is the appropriate time to begin new programs such as this. Mr. Toubin encouraged Dr. Brick to find other programs and/or expenses to reduce or eliminate to accommodate this new program.

On a motion by Dr. Boehm, seconded by Mr. Toubin, the Board voted to approve the establishment of a Therapeutics Manufacturing Program as presented by the Administration.

ITEM 17. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A PROFESSIONAL ENGINEERING SERVICES CONTRACT WITH DBR ENGINEERING CONSULTANTS, INC., FOR THE DESIGN OF HVAC MODIFICATIONS AND IMPROVEMENTS AT THE CENTRAL PLANT ON THE BRYAN CAMPUS

Mr. Richard O'Malley reviewed the need to Negotiate with DBR Engineering Consultants, Inc., for the Design of HVAC Modifications and Improvements at the Central Plant on the Bryan Campus. Mr. O'Malley responded to questions from the Board.

On a motion by Mr. Borchardt, seconded by Mr. Westbrook, the Board voted to authorize the Administration to Negotiate a Professional Engineering Services Contract with DBR Engineering Consultants, Inc., for the Design of HVAC Modifications and Improvements at the Central Plant on the Bryan Campus as presented by the Administration.

ITEM 18. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR THE CONSTRUCTION OF THE REPLACEMENT OR REFURBISHMENT OF CHILLER #2 AND OTHER MODIFICATIONS OR ANCILLARY ITEMS AT THE CENTRAL PLANT ON THE BRYAN CAMPUS

Mr. Richard O'Malley requested to Seek and Award Bids for the Construction of the Replacement or Refurbishment of Chiller #2 and Other Modifications or Ancillary Items at the Central Plant on the Bryan Campus.

On a motion by Mr. Lacina, seconded by Mr. Toubin, the Board voted to authorize the Administration to Seek and Award Bids for the Construction of the Replacement or Refurbishment of Chiller #2 and Other Modifications or Ancillary Items at the Central Plant on the Bryan Campus as presented by the Administration.

ITEM 19. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A PROFESSIONAL ENGINEERING SERVICES CONTRACT WITH MARSHALL ENGINEERING, INC., FOR THE DESIGN OF HVAC MODIFICATIONS AND IMPROVEMENTS AT THE CENTRAL PLANT ON THE BRENHAM CAMPUS

Mr. Richard O'Malley requested to Negotiate a Professional Engineering Services Contract with Marshall Engineering, Inc., for the Design of HVAC Modifications and Improvements at the Central plant on the Brenham Campus.

On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to authorize the Administration to Negotiate a Professional Engineering Services Contract with Marshall Engineering, Inc., for the Design of HVAC Modifications and Improvements at the Central Plant on the Brenham Campus as presented by the Administration.

ITEM 20. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR THE CONSTRUCTION OF THE REPLACEMENT AND UPGRADES TO THE PIPING, CONTROLS, ELECTRICAL, PUMPING, AND REMOVAL OF THE ICE BANK AND OTHER MODIFICATIONS AT THE CENTRAL PLANT ON THE BRENHAM CAMPUS

Mr. Richard O'Malley reviewed the need to Seek and Award Bids for the Construction of the Replacement and Upgrades to the Piping, Controls, Electrical, Pumping, and Removal of the Ice Bank and Other Modifications at the Central Plant on the Brenham Campus.

On a motion by Mr. Toubin, seconded by Mr. Lange, the Board voted to authorize the Administration to Seek and Award Bids for the Construction of the Replacement and Upgrades to the Piping, Controls, Electrical, Pumping, and Removal of the Ice Bank and Other Modifications at the Central Plant on the Brenham Campus as presented by the Administration.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 21. REPORTS:

• **BUILDINGS AND GROUNDS**

Mr. Richard O'Malley gave a construction project update (a copy of the written Buildings and Grounds report is attached and made a part of these *Minutes*). He responded to questions from the Board.

Buildings and Grounds:

Bryan Campus:

- Administration/Classroom Remodel - This project is complete and we are waiting on all close-out documents before issuing final payment.
- Allied Health HSC Campus - The project is under construction and on schedule. The delivery time of this space to Blinn is set at July 1st. 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. The first phase is under design and will be brought to the Board in February to seek authorization to go out for bids. The project will be bid in late March and construction will begin in mid May. The timeline for this project is to have the first phase complete before the Fall 2011 semester begins.
- Building H (presently, the Allied Health Building) - In Fall 2011, this space will become available for additional classroom and faculty offices. Dr. Raspiller has appointed a committee to receive proposals from the Bryan Campus Division Chairs that are seeking additional space for their respective programs. The committee has completed the review of proposals and submitted the findings to Dr. Raspiller for review. The announcements of how this space will be divided up will be presented to the division chairs later this month. The overall impact will have very little construction involved. The design of these improvements will be done in-house with our facilities staff. Once the design is complete, we will seek Board authorization to seek bids for the improvements.
- 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 received and reviewed the DBR engineering report in reference to the central plant issues on the Bryan Campus. This will be an agenda item in February to seek authorization for design and replacement of chiller #2 and other ancillary items.

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 contractor has started the framing of the building, removal of the blue metal shop building, and the drainage infrastructure. The contractor said that the project is on schedule, but that we are on a tight schedule.
- Central Plant - 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 has been awarded to Collier Construction. The project is under construction and on schedule for completion in the Fall of 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. The Ag Shop Building is substantially complete and welding classes are being held in the building this spring. The classroom will be moved in the next couple of weeks and the punch list is continuing to be worked on.
- The Ag Classroom Building - The project has been awarded to Collier Construction. The project is under construction. The contractor has been pouring concrete for the parking lot and completing the dirt work. The building slab should be poured in early February.
- Star of the Republic Museum - The project has been awarded to Gowan Construction. The project is under construction.
- Campus Wide Fiber Extensions - This project has been awarded to JSL Construction. The project is 95% complete.
- Lawn care - The College received and awarded a new 3-year lawn care bid to Glasco for the maintenance of the lawn and flower beds. Their contract started in January.

- **FINAL ENROLLMENT AND HOUSING OCCUPANCY FOR THE 2011 SPRING SEMESTER**

Ms. Julie Maass reviewed an enrollment increase of 3.86% from Spring 2010 (a copy of the enrollment report is attached and made a part of these *Minutes*).

Ms. Ann Weir reported that housing was at 96% (a copy of the housing report is attached and made a part of these *Minutes*). Ms. Weir also gave an update on the new residence hall.

- **STAR OF THE REPUBLIC MUSEUM -175TH ANNIVERSARY OF THE SIGNING OF THE TEXAS DECLARATION OF INDEPENDENCE**

Mr. Houston McGaugh reviewed the regional History Fair at Washington-on-the-Brazos and Blinn participation. He reviewed the signers' exhibit at the Museum. 1200 Descendants, to date, plan to attend the signers' project at the Texas Independence Day Celebration.

- **ACHIEVING THE DREAM - “LESSONS LEARNED” FROM THE ATD STRATEGY INSTITUTE**

Dr. Rosemary Sundet told the Board that we are an Achieving the Dream School to retain and improve student success. Dr. Sundet reviewed various lessons learned from the recently attended Achieving the Dream Strategy Institute. She responded to questions from the Board.

ITEM 22. ADMINISTRATIVE ANNOUNCEMENTS:

- **UPCOMING EVENTS**

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

- Lifetime Learning Luncheon will feature Dr. Patrick W. Dunne, molecular geneticist who teaches genetics at Texas A&M University, in the Janis Sneed Banquet Room, Brenham Campus, 11:30 a.m. to 1:00 p.m.
- Brenham Campus Theatre Production “Blithe Spirit” on February 24-26, at 7:00 p.m. and on February 27, at 2:00 p.m., in the MRW Studio Theatre, Brenham Campus.
- Texas Independence Day Celebration, commemorating the 175th Anniversary of the Signing of the Texas Declaration of Independence, to be held on February 26-27 (a schedule of events is attached and made a part of these *Minutes*). Free admission to all sites, including the Star of the Republic Museum. Festivities, sponsored by the [Washington-on-the-Brazos State Park Association](#), include traditional crafts and music demonstrations, living history presentations, and historical encampments. Commemorative ceremonies, with special Texas dignitaries, recognition of sponsors, special guests and volunteers, and the dramatic presentation of the Declaration and a Roll Call of the Signers Names highlight the event on Sunday afternoon. The Star of the Republic Museum will open a new exhibit entitled “Fifty-nine for Freedom” in celebration of Texas Independence Day 2011. The exhibit will explore the life and contributions of each of the delegates who signed the Texas Declaration of Independence. Numerous artifacts and documents owned or created by many of the 59 signers will be on display.
- Brazos County Advisory Committee meeting to be held Thursday, March 10, at Noon, on the Bryan Campus.
- Next Blinn Home Athletic Games:
February 16, 18, 19 & 23 – Baseball vs Angelina, Seminole, Navarro, San Jacinto
February 23 – Mens’ Basketball vs Lamar St.
February 23 & 26 – Women’s Basketball vs Panola, Tyler
March 9 – Softball vs Lamar St. College-Port Arthur
Full Athletic Schedules can be found on the Blinn website www.blinn.edu
- Next Regular Board Meeting is Tuesday, March 8, 2011, at 7:00 p.m., on the Brenham Campus.
- Golden Dragon Acrobats to perform on April 10, at 7:00 p.m., in the Dr. W.W. O’Donnell Performing Arts Center, Brenham Campus. Tickets go on sale February 15.

ITEM 23. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV’T. CODE, SEC. 551.101)

The public was recessed for a break at 8:41 p.m.

The public was recessed for closed session at 8:54 p.m.

CLOSED SESSION:**ITEM 24. 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 25. RECONVENE PUBLIC SESSION

The public session was reconvened at 10:06 p.m.

ADDITIONAL ACTION ITEMS:**ITEM 26. 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 27. ADJOURNMENT

On a motion by Mr. Borchardt, seconded by Mr. Westbrook, the Meeting was adjourned at 10:07 p.m.



Mr. Atwood C. Kenjura
President



Mr. Steve M. Westbrook
Secretary