

**MINUTES**  
**BOARD OF TRUSTEES OF BLINN COLLEGE**  
**Board Room**  
**Third Floor, Administration Building**  
**Blinn College, 802 Green Street**  
**Brenham, Texas**

**Regular Meeting, Tuesday, January 21, 2014, 6:30 p.m.**

The Board of Trustees convened at 6:33 p.m. in the Board 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, President, Brazos County Campuses; Ms. Kelli Shomaker, Senior Vice President, Finance and Administrative Services/CFO; Dr. Dennis Crowson, Vice President, Student Services; Ms. Cynthia Griffith, Vice President, Instruction; Ms. Cathy Boeker, Associate Vice President, Government & Public Affairs; Mr. Joe Baumann; Dr. John Beaver; Ms. Kris Beckendorf; Mr. Mark Bernier; Ms. Jana Bowers; Mr. Richard Bray; Mr. Mordecai Brownlee; Ms. Karen Buck; Ms. Lisa Caton; Ms. Megan Costanza; Ms. Rebecca Garlick; Ms. Andi Liner; Dr. Diane Lovell; Mr. Houston McGaugh; Mr. James McGregor; Ms. Erin Mellinger; Ms. Susan Myers; Mr. Richard O'Malley; Mr. Steve Rathbone; Ms. Rebecca Ruffino; Mr. John Schaffer; Ms. Robbie Thomas; Ms. Theresa Wahrmund; Dr. Patricia Westergaard; Dr. Mark Workman and Mr. David Yeager.

Also registered as in attendance were: Mr. Vance Bauer, Blinn College student; Kyle Cunningham, *Brenham Banner-Press*; Mr. Alan Franklin, Mr. Bryan Franklin and Mr. Bryce McGraw, BSA; Mr. Dan Leverett, PMRG; Mr. James Murr, College Station Medical District; Mr. Jeremy Peters, Gessner Engineering and Ms. Tricia Zwehr.

**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 Mrs. Miller and the prayer was given by Mrs. Miller.

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

**ITEM 2. READING OF A RESOLUTION FOR THE 2013 NATIONAL CHAMPIONSHIP VOLLEYBALL TEAM**

Mr. Borchardt read a resolution of congratulations for the 2013 NJCAA Volleyball Championship. Ms. Erin Mellinger, Head Coach, Women's Volleyball, was presented with a copy of the resolution (a copy of the resolution is attached and made a part of these *Minutes*). Ms. Mellinger thanked the Board for their recognition and support. All players present introduced themselves.

### **ITEM 3. DISTRICT PRESIDENT ADMINISTRATIVE ANNOUNCEMENTS**

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

### **ITEM 4. BRAZOS COUNTY CAMPUSES UPDATE**

Ms. Sylvia McMullen reviewed upcoming events for the Brazos County Campuses (a copy of the upcoming events are attached and made a part of these *Minutes*).

### **ITEM 5. REPORTS:**

- **ENROLLMENT REPORT**

Ms. Andi Liner, Dean of Admissions and Records/Registrar, reviewed the current enrollment figures per campus as of January 21, 2014, which shows an increase over last spring's term. A 3% increase in contact hours is expected at the final reporting date. She told the Board that Blinn College is one of the few Texas Community Colleges experiencing growth in enrollment numbers (a copy of the enrollment report is attached and made a part of these *Minutes*).

- **HOUSING**

Dr. Dennis Crowson reviewed the overall GPA for housing students, which is 2.534 for fall 2013. He then reviewed current housing occupancy numbers, stating that approximately 85% of housing for the spring semester is full, with 177 beds currently vacant (a copy of the housing report is attached and made a part of these *Minutes*).

- **BUILDINGS AND GROUNDS**

Mr. Richard O'Malley, Executive Director, Facilities, Planning and Construction, reviewed highlights from the written buildings and grounds report. Master planning and campus housing assessment results will be discussed at upcoming Board meetings (a copy of the buildings and grounds report is attached and made a part of these *Minutes*).

- **STAR OF THE REPUBLIC MUSEUM**

Mr. Houston McGaugh, Director Star of the Republic Museum, thanked the Board for their support. He reviewed activities for the previous year, including:

- Thanks to Mr. Jeff Tilley and his staff for the new website and new design for the Museum "Notes".
- Dr. Shawn Carlson, Curator of Collections/Exhibits, received the Women in American History award from the LaVillita Chapter of the Daughters of the American Revolution for her work to trace the lineage of the signers of the Texas Declaration of Independence.
- Mr. McGaugh was recognized by the Texas Association of Museums and elected to serve on the council.
- Attendance at the Museum is just under 30,000.
- The Toytime exhibit from last summer brought in a 30% increase in summer visitation.
- The Regional History Fair was very successful with over 187 students and 107 projects. Sixty-seven students advanced to State and one student advanced to Nationals.
- The txindependence.org website continues to exceed all expectations with over 5 million page views, 14,000 pages downloaded, and an average time on the site of over an hour. This amount includes all fifty states, Canada and 162 countries.

- The Museum's App has over 5,000 downloads and continues to increase.
  - Mr. McGaugh stated that he participated in an international online conference to discuss our app.
  - The Portal to Texas History at the University of North Texas, hosted about half of our collection on-site, which had over 191,000 views by students, teachers and scholars all over the world.
- The Accessioning of the Asa Hoxey Family Papers, comprised of 1,266 items of over 2,000 pages, has been completed.

Mr. McGaugh then reviewed upcoming events, including:

- Preparation for the Texas Independence Day Celebration will kick-off the exhibit "Weather Wisdom: Forecasting in 19<sup>th</sup> Century Texas.
- Dr. Carlson's work with descendants has produced a luncheon to be held on Saturday, March 1, 2014. Dr. Carlson was hoping for 50-60 participants but already has 250 registered and had to cut off registration due to seating limits.

Mr. McGaugh responded to questions from the Board.

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

Mr. Joe Baumann, Dean, Institutional Effectiveness and Enrollment Management, reviewed ongoing activities related to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The Accreditation Report is due March 1, 2014, (a copy of the Board update on Blinn's reaffirmation of accreditation is attached and made a part of these *Minutes*). Mr. Baumann discussed the purpose of a Quality Enhancement Plan (QEP) and played a video to introduce the QEP topic of success in the first year.

- **STRATEGIC PLANNING**

Mr. Baumann reviewed the monthly update of the Strategic Planning Process (a copy of the Board update on the strategic planning process is attached and made a part of these *Minutes*).

- **WORKFORCE EDUCATION**

Ms. Megan Costanza, Dean, Technical and Workforce Programs, reviewed activities of workforce education since the reorganization (a copy of the presentation is attached and made a part of these *Minutes*). She discussed existing workforce education programs. Immediate and long term goals were outlined. Heavy emphasis is being placed on district-wide programs, processes and procedures. Budgets, revenue projections and possible solutions were discussed. Facility needs were also discussed. Ms. Costanza responded to questions from the Board.

## **ITEM 6. PUBLIC COMMENT**

Mr. Mark Bernier, on behalf of the Faculty Senate, thanked the Board and administration for a continued effort toward transparency.

## **ITEM 7. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING DECEMBER 31, 2013**

Ms. Kelli Shomaker reviewed the financial statements and list of checks for the period ending

December 31, 2013 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). She reviewed highlights from the statements.

**CONSENT AGENDA ITEMS:**

**ITEM 8. REVIEW AND POSSIBLE ACTION TO APPROVE THE MINUTES FOR THE DECEMBER 17, 2013, REGULAR MEETING**

On a motion by Mrs. Miller, seconded by Mr. Sommer, the Board voted to approve **CONSENT AGENDA ITEM 8** - minutes for the December 17, 2013, regular meeting (a copy of the minutes are attached and made a part of these *Minutes*), as presented by the administration.

**ACTION ITEMS:**

**ITEM 9. DISCUSSION AND POSSIBLE ACTION TO REVISE BOARD POLICIES:**

- (A) BAA (LOCAL): Board Legal Status – Powers, Duties, Responsibilities*
- (B) BE (LOCAL): Policy and Bylaw Development*
- (C) DEB (LOCAL): Compensation and Benefits – Fringe Benefits*
- (D) DLA (LOCAL): Status of Employment –Evaluation*
- (E) FFD (LOCAL): Student Welfare – Freedom from Discrimination, Harassment, and Retaliation*
- (F) FG (LOCAL): Student Housing*
- (G) FLB (LOCAL): Student Rights and Responsibilities – Student Conduct*
- (H) FLD (LOCAL): Student Rights and Responsibilities – Student Complaints*
- (I) FLD (EXHIBIT): Student Rights and Responsibilities – Student Complaints*
- (J) FLDB (LOCAL): Student Complaints – Course Grade Complaints*
- (K) FM (LOCAL): Discipline and Penalties*
- (L) FMA (LOCAL): Discipline and Penalties – Discipline Procedure*

Ms. Rebecca Ruffino, Policy/Government Affairs Coordinator, pointed out the policy revisions which were provided in the Board packets (a copy of the proposed revisions are attached and made a part of these *Minutes*). There were no questions from the Board.

On a motion by Mr. Lange, seconded by Mrs. Boehm, the Board voted to adopt revisions to Board Policies, *BAA (LOCAL), BE (LOCAL), DEB (LOCAL), DLA (LOCAL), FFD (LOCAL), FG (LOCAL); FLB (LOCAL), FLD (LOCAL), FLD (EXHIBIT), FLDB (LOCAL), FM (LOCAL) and FMA (LOCAL)*, 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 7:49 p.m.

The public was recessed for closed session at 8:06 p.m.

**CLOSED SESSION:****ITEM 10. CLOSED SESSION:**

- (A) **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**
  - ii. **DISCUSSION OF LEASE OR PURCHASE OF BUILDING ON POST OFFICE STREET , BRYAN, TEXAS**
  - iii. **DISCUSSION OF PURCHASE OF SMALL TRACT OF LAND IN JOHN AUSTIN SURVEY, BRYAN, TEXAS**
- (B) **PERSONNEL MATTERS (GOV'T. CODE, SEC. 551.074)**
  - i. **DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE OR DISMISSAL OF PUBLIC EMPLOYEES OR OFFICERS**
- (C) **PRIVATE CONSULTATION WITH THE BOARD'S ATTORNEY REGARDING (GOV'T. CODE, SEC. 551.071):**
  - i. **LAWSUIT STYLED, CHARLES THIELEMANN V. BLINN BOARD OF TRUSTEES; CAUSE NO., 35485 PENDING IN THE 335TH JUDICIAL DISTRICT, WASHINGTON COUNTY, TEXAS**
  - ii. **CUSTODIAL CONTRACT**
  - iii. **ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENTAL BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THE OPEN MEETINGS ACT**

**ITEM 11. RECONVENE PUBLIC SESSION**

The public session was reconvened at 9:55 p.m.

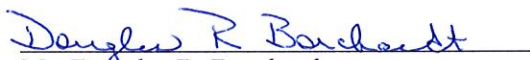
**ADDITIONAL ACTION ITEMS:****ITEM 12. ACTION ON CLOSED SESSION ITEMS:**

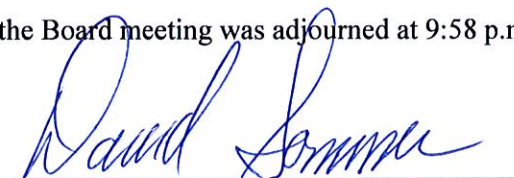
- (A) **REVIEW AND ACTION TO PURCHASE, EXCHANGE OR LEASE REAL PROPERTY IN BRENHAM, BRYAN, SCHULENBURG AND SEALY**

On a motion by Mr. Toubin, seconded by Mrs. Boehm, the Board voted to approve the purchase of a .84 tract of land in the John Austin Survey, Block 12, Lot 3.5, and authorizes the administration to take all further action to effectuate the transaction including negotiating, finalizing, and executing a contract with the seller on terms discussed in closed session, and to execute any other documents required for closing.

**ITEM 13. ADJOURNMENT**

On a motion by Mr. Sommer, seconded by Mrs. Miller, the Board meeting was adjourned at 9:58 p.m.

  
 Mr. Douglas R. Borchardt  
 President

  
 Mr. David Sommer  
 Secretary