

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Friday, February 17, 2015, 6:30 p.m.

The Board of Trustees convened at 6:30 p.m. in the Board Room with the following members present: Mr. Douglas R. Borchardt, President, presiding; Mr. Atwood Kenjura, Vice President; Mr. David Sommer, Secretary; Mrs. Theodora "Teddy" V. Boehm; Mrs. Carolyn D. Miller, CPA; Mr. Richard Powell and Mr. Leon B. Toubin.

Board members not present: None

Members of the College staff in attendance were: Dr. Ana M. "Cha" Guzmán, Interim District President; Dr. Sylvia McMullen, President, Brazos County Campuses; Ms. Kelli Shomaker, Senior Vice President, Finance and Administrative Services/CFO; Dr. Dennis Crowson, Senior Vice President, Student Services; Ms. Cathy Boeker, Associate Vice President, Government & Public Affairs; Dr. Mary Barnes-Tilley; Mr. Joe Baumann; Mr. Richard Bray; Ms. Kris Beckendorf; Ms. Lisa Caton; Ms. Megan Costanza; Ms. Annette Ferguson; Ms. Rebecca Garlick; Ms. Angela Lawrenz; Ms. Andi Liner; Dr. Cheryl Metz; Ms. Susan Meyers; Mr. Richard O'Malley; Ms. Rebecca Ruffino; Mr. John Schaffer; Mr. Matthew Wehring and Mr. Mark Workman.

Also registered as in attendance were: Ms. Christi Bond and Mr. Ragan Bond, Independence Coffee Company.

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 prayer was given by Mr. Sommer and the pledge was led by Mr. Sommer.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 2. INTERIM DISTRICT PRESIDENT ADMINISTRATIVE ANNOUNCEMENTS

Dr. Guzmán reviewed her activities for the past month. She reviewed her progress thus far during her tenure. She told the Board that they could expect an increase in enrollment each semester (copies of the power point presentation, announcements and upcoming events are attached and made a part of these *Minutes*).

- This month we began hosting President's Cabinet meetings on both the Brenham and Bryan campuses on a rotating basis.

- During our February 2nd meeting in Brenham, we discussed the possibility for additional Workforce Education programs, particularly in the health professions, and are looking for opportunities to partner with local industry.
- During that meeting, we also discussed opportunities to develop AAS degrees and work with universities throughout the State to ensure they transfer cleanly into bachelor degree programs.
- We are working with the Texas Workforce Commission to schedule Skills Development Fund check presentations totaling more than \$500,000. We have used these funds to provide training for employees at Blue Bell Creameries in Brenham and Axis Pipe & Tube in Bryan.
- More than 2,100 students were named to the President's or Dean's Scholars lists for the fall 2014 semester. In all, 867 students were named to the President's Scholars List for posting at least a 3.75 GPA while taking 12 credit hours, additionally, more than 1,200 were named to the Dean's Scholars List for earning at least a 3.25 GPA.

COMMUNITY COLLEGE DAY

- More than 40 students took part in Community College Day in the Texas Capitol in Austin, where they spoke to state legislators and told them what Blinn College has meant to them. Almost 2,000 students from across the state participated.

ENGINEERING ACADEMY

- Earlier this month, we announced the Texas A&M Engineering Academy would be expanding from our Bryan campus to a new program on the Brenham campus. As a "Living & Learning Community," the Texas A&M Engineering Academy at Blinn-Brenham will begin with approximately 100 students next fall who will live together in the College Park Apartments and take their science, engineering and math courses together as a cohort. Students who complete the program will be automatically accepted into Texas A&M and will have an advantage in applying for a degree-granting major within the Dwight Look College of Engineering.

NEW EXHIBIT AT STAR OF THE REPUBLIC MUSEUM

- On Saturday, February 1, Star of the Republic Museum opened its new exhibit, "Enduring Spirit: African Americans in 19th Century Texas." Artifacts on display include slave records, freedmen contracts and an oath of allegiance. Stoneware pottery made at Wilson Pottery near Seguin, the first African American business in Texas, will be exhibited, as well as an example of the intricate Pine Burr pattern quilt.
- No admission fee to the museum will be charged on any Saturday in February.

NATIONAL CHAMPIONSHIP VOLLEYBALL TEAM HONORED

- We recently recognized the 2014 National Champion Volleyball Team with a luncheon in the Janis Sneed Banquet Room. Several of the sophomore players, who have now won two national championships during their tenure at Blinn, spoke eloquently and emotionally about what Blinn College has meant to them.

UPCOMING EVENTS

- Brenham Professional Association Chili Cook-off - February 12, 4:30 p.m., Rankin Ag Center (cooking will be all day within participant's departments and they will have to bring their chili over to the Ag Complex at 4:30 p.m. for judging.)
- Scott & White Valentine Gala - February 13

- Sealy Chamber Dinner - February 13
- “Wake Up, Washington County!” - Chamber Networking Breakfast - Tuesday, February 17, 7:45 a.m., Janis Sneed Banquet Room (Blinn is hosting)
- Theatre Performances: Brenham Campus - “Pygmalion” 2015 Texas Community College Speech and Theatre Association Play Festival Entry - February 19-21 (7:00 p.m.), February 22 (2:00 p.m.)
- Texas Community College Teachers Association’s 68th Annual Convention - February 19-21, Dallas
- Brenham Campus Preview Day - Thursday, February 26, 10:45 a.m. - 12:00 p.m.
- Staff Convocation - Friday, February 27, Brazos Center, Bryan
- Board Executive Committee meeting for discussion of Regular Meeting agenda - February 10, Noon, Board Dining Room
- Spring Break - College closed March 16-20
- Regular Board Meeting - March 24
- The Sundown Social - April 25, The Citadel, Brenham (Blinn will be a Texas Pioneer sponsor and have a table of 8 - please let Becky know if you are interested in attending)
- American Association of Community Colleges Annual Convention - April 18-21, San Antonio, TX

ITEM 3. BRAZOS COUNTY CAMPUSES UPDATE

Dr. McMullen reviewed recent and upcoming activities and events (copies of the power point presentation, announcements and upcoming events are attached and made a part of these *Minutes*). Upcoming facilities renovations were discussed. Faculty and staff have the opportunity to learn about the upcoming renovations and the affects with recent facilities forums. She responded to questions from the Board.

UPDATES

- In addition to participating in Community College Day, Cathy Boeker and I represented Blinn at Bryan-College Station Day at the Capitol.
- Thursday through Saturday, the Bryan campus Theatre Arts Program will host “Crimes of the Heart,” a Pulitzer Prize-winning tragic comedy written by a pioneering female playwright, Beth Henley. All three performances begin at 7:30 p.m. and admission is free and open to the public.

FUTUREWORKS ACADEMY

- FutureWorks Academy began with a bang this month as our 20 participants took part in a retreat at Camp Allen, where they developed trust and spoke about a shared vision for the future of Blinn College. The Academy will continue throughout the next few months.

VETERANS THANK BLINN STUDENTS

- Brazos Valley Vietnam Veterans Chapter 937 recently thanked Blinn nursing students for hosting a first aid station during the Vietnam Veterans Memorial Ceremony in downtown Bryan. Our Associate Degree Nursing students and faculty each received letters of recognition and commemorative coins for their participation in the ceremony.

BRYAN CAMPUS FACILITIES FORUMS

- We have begun hosting a series of forums on the Bryan campus inviting faculty and staff to see the plans for the campus upgrades and renovations, and are inviting faculty to ask questions about the process and how it will affect the coming months.

UPCOMING EVENTS

- February 19-21 - “Crimes of the Heart” Theatre Performance, Barbara L. Pearson Banquet Room, 7:30 p.m.
- February 20 - Preview Day
- February 23 - James Haley’s “Ten Tall Texans You Probably Never Heard of,” Barbara L. Pearson Banquet Room, 6:00 p.m.
- February 27 - Staff Convocation
- March 11 - Spring Health and Wellness Fair, E-120
- March 13 - Preview Day

ITEM 4. REPORTS

• SMALL BUSINESS DEVELOPMENT CENTER

Matthew Wehring, Director, Small Business Development Center (SBDC), gave an overview of the services offered by the SBDC. He reviewed the FY 2014 economic impact of the Center. He introduced Ragan and Christi Bond with Independence Coffee Company. They discussed the positive impact the SBDC has had on their business.

• BUILDINGS AND GROUNDS

Mr. Richard O’Malley, Executive Director, Facilities, Planning and Construction, reviewed the written Buildings and Grounds Report (a copy of the Buildings and Grounds report is attached and made a part of these *Minutes*). Mr. O’Malley reported that The Tejas Center project is on schedule.

• STUDENT SERVICES PROGRAM/DEPARTMENT

Dr. Dennis Crowson reviewed the programs and structure of the Student Services Division (a copy of the Student Services overview document is attached and made a part of these *Minutes*). He reviewed each department and the purpose and recent activities of each.

• QUALITY ENHANCEMENT PLAN

Dr. Mary Barnes-Tilley, Assistant Dean, Social Science, and Co-Director of the QEP team reviewed the update on the 2014-15 implementation of Destination Success (a copy of the update is attached and made a part of these *Minutes*). The college is preparing for the fall 2015 pilot. There are several training opportunities ongoing throughout the spring and summer.

• ENROLLMENT

Ms. Andi Liner, Dean, Admissions and Records/Registrar, reviewed the spring 2015 certified enrollment numbers (a copy of the Certified Enrollment Numbers report is attached and made a part of these *Minutes*). She reported that Blinn saw another increase in contact hours.

ITEM 5. PUBLIC COMMENT

None

ITEM 6. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING JANUARY 31, 2015

Ms. Kelli Shomaker introduced Ms. Annette Ferguson, Assistant Vice President/Controller. Ms. Ferguson reviewed the financial statements and list of checks for the period ending January 31, 2015 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). Ms. Ferguson gave a presentation of the comparison of the spring 2015 to spring 2014 financial revenues and expenses (a copy of the presentation is attached and made a part of these *Minutes*).

CONSENT AGENDA ITEMS:

ITEM 7. REVIEW AND POSSIBLE ACTION TO APPROVE THE MINUTES FOR THE JANUARY 20, 2015, REGULAR MEETING AND JANUARY 29, 2015, SPECIAL MEETING

ITEM 8. REVIEW AND POSSIBLE ACTION TO ACCEPT THE 2013-2014 FISCAL YEAR AUDIT OF THE WASHINGTON COUNTY APPRAISAL DISTRICT

ITEM 9. ADOPT RESOLUTION TO NOMINATE A CANDIDATE TO FILL A VACANCY ON THE WASHINGTON COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

ITEM 10. REVIEW AND POSSIBLE ACTION TO AUTHORIZE THE ADMINISTRATION TO ENTER INTO AN ELECTIONS SERVICES CONTRACT WITH WASHINGTON COUNTY FOR THE MAY 9, 2015, GENERAL ELECTION OF THE BLINN COLLEGE BOARD OF TRUSTEES

ITEM 11. ADOPT RESOLUTION AND AGREEMENT WITH LOCAL GOVERNMENT ENTITIES FOR JOINT ELECTION AND FACILITIES USE FOR THE MAY 9, 2015, GENERAL ELECTION OF THE BLINN COLLEGE BOARD OF TRUSTEES

ITEM 12. ADOPT ORDER OF MAY 9, 2015, GENERAL ELECTION FOR THE BLINN COLLEGE BOARD OF TRUSTEE MEMBERS REPRESENTING PRECINCT POSITIONS 1 AND 4 TO SERVE FULL SIX-YEAR TERMS AND PRECINCT POSITION 3 TO SERVE REMAINING TWO YEARS OF UNEXPIRED TERM

ITEM 13. SET DATE, TIME AND PLACE FOR DRAWING TO DETERMINE ORDER OF CANDIDATES FOR THE SAME POSITION TO APPEAR ON THE BALLOT FOR THE MAY 9, 2015, GENERAL ELECTION

On a motion by Mr. Sommer, seconded by Mr. Toubin, the Board voted to approve **CONSENT AGENDA ITEMS 7-13: ITEM 7** - minutes for the January 20, 2015, regular meeting and the January 29, 2015, special meeting (copies of the minutes are attached and made a part of these *Minutes*); **ITEM 8** - the Administration to accept the 2013-2014 Fiscal Year Audit of the Washington County Appraisal District (a copy of the letter and audit are attached and made a part of these *Minutes*); **ITEM 9** - The Administration to adopt a Resolution to Nominate a Candidate to Fill a Vacancy on The Washington County Appraisal District Board of Directors (a copy of the Resolution, letter and property tax code reference are attached and made a part of these *Minutes*); **ITEM 10** - The Administration to enter into an Elections Services Contract with Washington County for the May 9, 2015, General Election of the Blinn College Board of Trustees (a copy of the draft proposed Election Services Contract is attached and made a part of these *Minutes*); **ITEM 11** - the Administration to adopt a Resolution and Agreement with Local Government Entities to Hold Joint Election and Facilities Use for the May 9, 2015, General Election of the Blinn College Board of Trustees (a copy of the Resolution and Agreement with Local Government Entities are attached and made a part of these *Minutes*); **ITEM 12** - the Administration to adopt an Order of May 9, 2015, General Election for the Blinn College Board of Trustee Members Representing Precinct Positions 1 and 4 to Serve Full Six-Year Terms and Precinct Position 3 To Serve Remaining Two Years of Unexpired Term (a copy of the Order of General Election is attached and made a part of these *Minutes*); and **ITEM 13** - the Administration to Set Date, Time and Place for a Drawing to Determine the Order of Candidates for the Same Position to Appear on the Ballot for the March 4, 2015, General Election, as presented by the Administration.

ACTION ITEMS

ITEM 14. REVIEW AND POSSIBLE ACTION TO AUTHORIZE ADMINISTRATION TO PURCHASE A 2014 FORD E350 - 15 PASSENGER SHUTTLE BUS FOR THE BRYAN CAMPUS

Ms. Shomaker reviewed the need to purchase a 15 passenger shuttle bus for the Bryan campus to transport students between the main campus and the Tejas Center.

On a motion by Mr. Toubin, seconded by Mrs. Miller, the Board voted to approve the purchase of a 2014 Ford E350 - 15 Passenger Shuttle Bus for the Bryan Campus from contingency funds.

ITEM 15. REVIEW AND POSSIBLE ACTION TO ADD NEW POLICE OFFICER POSITION FOR THE TEJAS CENTER

Dr. Dennis Crowson reviewed the need to add an additional police officer position for the Bryan campus to cover the Tejas Center security needs (a copy of the current listing of Bryan Police Officers is attached and made a part of these *Minutes*).

On a motion by Mrs. Boehm, seconded by Mr. Sommer, the Board voted to approve the Administration to add an additional police officer position for the Bryan campus to cover the Tejas Center security needs, with the funds for the remainder of the year to come from contingency funds.

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

The public was recessed for a break at 7:35 p.m.

The public was recessed for closed session at 7:42 p.m.

CLOSED SESSION:**ITEM 16. CLOSED SESSION:**

- (A) REAL PROPERTY (GOV'T. CODE, SEC. 551.072)**
 - i. DISCUSSION OF POSSIBLE PURCHASE, EXCHANGE OR LEASE OF REAL PROPERTY FOR THE BRENHAM, BRYAN, SCHULENBURG AND SEALY CAMPUSES**
- (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) GIFTS AND DONATIONS (GOV'T. CODE, SEC. 551.073)**
 - i. DELIBERATIONS REGARDING GIFTS AND DONATIONS**

ADDITIONAL ACTION ITEMS:**ITEM 17. RECONVENE PUBLIC SESSION**

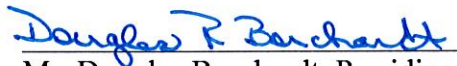
The public session was reconvened at 9:57 p.m.

ITEM 18. ACTION ON CLOSED SESSION ITEMS:

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

ITEM 19. ADJOURNMENT

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


 Mr. Douglas Borchardt, Presiding
 President


 Mr. David Sommer
 Secretary