

**ADMINISTRATIVE COUNCIL
MINUTES**

March 6, 2019

2:00 p.m.

Bryan Campus–S128, Brenham Campus–AN322 & W. Schwartz–110E

1. Meeting Call to Order

Ms. Karen M. Buck, Vice Chancellor of Student Services and Administration, called the meeting to order at 2:00 p.m.

2. Approval of Minutes for the November 5, 2018 meeting (handout).

On a motion by Dr. Jimmy Byrd and seconded by Mr. Chris Marrs, the Minutes of the November 5, 2018 meeting were approved. (A copy of the Minutes are attached and made a part of these **Minutes**). Motion passed unanimously.

3. Distance Learning Committee Update

Dr. Marcelo Bussiki presented the Distance Learning Committee Update and Academic Affairs Update.

Distance Learning

Last year we were able to overcome the test-taking issue presented to the students by using multiple proctoring systems. For example, the Learning Centers were able to accommodate for face-to-face testing of all students that opted not to purchase the required exam proctoring component.

Blinn College also will provide online automated proctoring by Fall 2019.

Currently piloting two automated proctoring systems. Committee vetting submissions. Vendors will provide online presentation of software on March 29, 2019. Recommendation of selected vendor will be sent to Vice Chancellor of Academic Affairs in mid-April.

Dual-Credit

Effective March 1, 2019, Dual Credit has a new Director, Shannon Williford. Currently, there is a position opening for Coordinator of Dual Credit.

Dual Credit has conducted 26 high school presentations with seven more scheduled in the upcoming weeks. Prospective Student Relations has helped with these presentations.

Faculty Training (2018-2019)

- 68 “eCampus” online trainings completed
- 48 “Applying the Quality Matters Rubric” trainings completed
- 64 “Improving Your Online Course” trainings completed

Course Reviews (2018-2019)

- 13 Completed reviews
- 33 Reviews in process
- 173 Courses in development

Faculty Evaluations

91.4% of faculty evaluations have been completed. Deadline for completion is March 15, 2019. Dr. Bussiki thanked the deans who have completed their faculty and staff evaluations in a timely manner.

4. Legislative Update

Mr. Leighton Schubert presented the Legislative Update (a copy of the PowerPoint presented is attached and made a part of these Minutes).

- A. Legislative Landscape
- B. State Funding Goals for Community Colleges
 - a. 8%, or \$144 million overall increase in funding
 - b. Total funding for community college would be \$1.9 billion
- C. Transfer Student in Relation to Student Success Points
 - a. Blinn has the state’s largest co-enrolled population
 - b. Blinn did not receive success points for approximately 1,600 TEAM students
 - c. There has been a change in wording to the rider in the budget to receive success points. Would increase Blinn funding by \$250,000 per year
- D. Hazlewood Exemptions
 - a. Hazlewood exemptions have been rapidly rising
 - b. \$617,598 in FY 2012 to over \$1.6 million in FY 2018
 - i. 2012 - 347 Hazelwood exemptions
 - ii. 2018 – 619 Hazelwood exemptions; 462 are dependents of veterans
 - iii. Military veterans are given a maximum number of credit hours and these extend to dependents
 - c. Asking state to reimburse for exemptions

5. Facilities Update

Mr. Richard O'Malley presented the Facilities Update (a copy of the PowerPoint presented is attached and made a part of these Minutes).

- A. Monument signs
 - a. Four locations on the Blinn-Brenham Campus
 - i. Main and Blinn Blvd.
 - ii. Apartments at Mill Creek
 - iii. Intersection of S. 5th & 6th Street
 - iv. Intersection of E. Key Street and College Avenue
 - b. \$500,000 from 2016 bond issue funding signage
- B. Science, Technology, Engineering, and Innovation Building
 - a. Site – 3 options
 - i. Blinn Blvd. across from Moody Library
 - ii. College Avenue across from Bullock Building
 - iii. High Street behind Classroom Building
 - b. \$30 million from 2019 bond issue to fund building
- C. Health Sciences move to RELLIS Academic Complex
 - a. TAMUS Academic Alliance Building is under construction and on schedule for use by Blinn's Health Science Programs at the beginning of Fall 2019.
 - b. July – August, all programs will move from the TAMU Health Science Center to the TAMUS Academic Alliance Building.

Vice Chancellor Buck asked if any of the attendees had any questions or concerns before the conclusion of the meeting.

Mr. Nathan Stinson, Bryan SGA President, wanted to let everyone know that the Debate Club will be holding a debate tournament at the end of March on the Bryan Campus.

6. Adjournment

On a motion by Dr. John Turner, seconded by Mr. Nathan Stinson, Vice Chancellor Buck adjourned the meeting at 3:30 pm.

Members present: Dr. Bryn Behnke, Ms. Karen Buck, Dr. Marcelo Bussiki, Mr. Richard Bray, Dr. Jimmy Byrd, Ms. Lisa Caton, Mr. Richard Cervantes, Ms. Laurie Clark, Dr. Becky Garlick, Mr. Ted Hajovsky, Mr. Max Hibbs, Dr. April Kinkead, Mr. Chris Marrs, Ms. Dagmar Poteet, Mr. Todd Quinlan, Mr. Leighton Schubert, Mr. Nathan Stinson, and Dr. John Turner.

Guests: Mr. Richard O'Malley