

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, September 15, 2009, 7 p.m.

The Board of Trustees convened at 7:05 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 Westbrook.

Board members not present: None.

Members of the College staff in attendance were: Dr. Daniel J. Holt, President; Dr. Robert Brick, Dr. John D. Harris, Dr. Debra R. LaCour, and Dr. Van Miller, Vice Presidents; Ms. Cathy Boeker, Executive Administrator of External Affairs; Dr. Cathy Kemper, Dean of Institutional Effectiveness and Accreditation; Ms. Karen Anglin, Ms. Mary Barnes-Tilley, Mr. Tom Brazzel, Ms. Amanda Clark, Ms. Becky Garlick, Mr. Ted Hajovsky, Mr. Bobby Henrichsen, Ms. Kristina Janes, Mr. Stanley Kubicek, Ms. Julie Maass, Mr. Richard O'Malley, Dr. Milton Radke, Mr. Jeff Tilley, and Ms. Ann Weir.

Also registered as in attendance were: Mr. Broderick Wilson, President, Bryan Campus Student Government Association; Mr. Joseph Bassett, Vice President, Bryan Campus Student Government Association; Ms. Stephanie Lewis, Vice President, Brenham Campus Student Government Association; and Mr. Alan Nieschwietz, *Brenham Banner-Press*.

**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 Mr. Westbrook.

ITEM 2. PUBLIC COMMENT

Ms. Stephanie Lewis, Vice President, Brenham Campus Student Government Association, gave a brief update on the Welcome Week activities and gave a preview of upcoming student events. Ms. Lewis thanked the Administration for their support of the Student Government Association.

**ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE
PERIOD ENDING AUGUST 31, 2009, REGULAR MEETING**

Dr. Van Miller presented the financial statement and list of checks for the period ending August 31, 2009 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). He reviewed the Replacements and Renovations expenditures and responded to several questions from the Board.

CONSENT AGENDA ITEMS:

- ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE AUGUST 18, 2009, REGULAR MEETING**
- ITEM 5. REVIEW AND ACTION TO CHANGE THE LOCATION OF THE OCTOBER 20, 2009, REGULAR MEETING OF THE BOARD TO THE BRYAN CAMPUS**
- ITEM 6. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO AWARD RFP #078 FOR PROPERTY AND LIABILITY INSURANCE UTILIZING THE SERVICES OF A CONSULTANT**
- ITEM 7. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK REQUESTS FOR QUALIFICATIONS FOR A MECHANICAL ENGINEERING FIRM FOR HVAC AND OTHER MECHANICAL PROJECTS FOR THE COLLEGE**
- ITEM 8. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR THE SALE OF USED INSTRUMENTS NO LONGER UTILIZED BY THE COLLEGE MUSIC DEPARTMENT**

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to approve the **CONSENT AGENDA ITEMS 4-8: ITEM 4** – Minutes for the August 18, 2009, Regular Meeting; **ITEM 5** – Set the location of the October 20, 2009, Regular Meeting to the Bryan Campus; **ITEM 6** – Administration to award RFP #078 for Property and Liability Insurance utilizing the services of a consultant to Trident-USI for liability, auto and crime insurance and to TASB for property insurance for a total annual premium of \$186,520.00 (a copy of the bid tabulation is attached and made a part of these *Minutes*); **ITEM 7** – Administration to Seek Requests for Qualifications for a Mechanical Engineering Firm for HVAC and other Mechanical projects for the College; and **ITEM 8** – Administration to Seek and Award Bids for the Sale of Used Instruments no longer Utilized by the College Music Department as presented by the Administration.

OTHER ACTION ITEMS:

- ITEM 9. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO APPROVE A PROPOSAL FROM BOKA POWELL TO DEVELOP A STRATEGIC PLAN FOR THE APPLIED SCIENCES DIVISION**

Mr. Richard O'Malley reviewed to-date progress and discussions with Texas A&M University Health Science Center and related entities. He reviewed the proposal and the need for the Applied Sciences Division Strategic Plan (a copy of the Projections Development and Facilities Plan is attached and made a part of these *Minutes*). Mr. O'Malley responded to questions from the Board about the proposal and associated possible projects. Mr. Jones expressed concern about the lack of a limit on reimbursable expenses in the proposal.

On a motion by Mr. Lange, seconded by Dr. Boehm, the Board voted to approve the proposal from BOKA Powell to develop a Strategic Plan for the Applied Sciences Division for a total cost of \$35,000.00 with a \$10,000.00 cap on reimbursable expenses for a total possible cost of \$45,000.00.

ITEM 10. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK A PROPOSAL FROM LAN WALTON TO PROVIDE A FACILITY EFFICIENCY STUDY

Mr. O'Malley requested authorization to seek a proposal from LAN Walton to provide a facility efficiency study. He estimated the cost of the study to be approximately \$30,000.00. Mr. O'Malley reviewed possible grant opportunities for facility efficiency improvements.

On a motion by Mr. Toubin, seconded by Dr. Boehm, the Board voted to authorize the Administration to seek a proposal from LAN Walton to provide a facility efficiency study.

ITEM 11. REVIEW AND ACTION TO ACCEPT GIFT TO THE COLLEGE OF USED FURNITURE TO BE UTILIZED IN THE STUDENT GOVERNMENT HOUSE ON THE BRENHAM CAMPUS

Mr. O'Malley briefly reviewed the gift of furniture from the Don Jones Family.

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to accept the gift of used furniture to be utilized in the Student Government House on the Brenham Campus from the Don Jones Family. Mr. Jones abstained from voting.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 12. REPORTS:

• **BUILDINGS AND GROUNDS**

Mr. O'Malley reported on the concrete pads for the observatory star parties and the HVAC improvements on the Schulenburg Campus.

Mr. O'Malley commented that parking for the Fall Semester on the Bryan Campus went very well and he reviewed the parking plan with the Board. He advised that the parking lot project is complete and gave an update on the Administration and Classroom project. Mr. O'Malley also gave an update on the University Transfer Center modular building on the Bryan Campus.

Mr. O'Malley reported that the A.W. Hodde, Jr. Technical Education Center is on schedule to be completed in November. He also advised that repairs to the Small Business Development Center will begin soon and gave an update on various completed summer projects.

- **ENROLLMENT AND HOUSING OCCUPANCY FOR FALL 2009**

Dr. Harris reviewed a total enrollment of 17,207, which is up by 9.98%. He reported 100% occupancy for Housing, with 1,006 beds full (copies of the enrollment and housing reports are attached and made a part of these *Minutes*). Dr. Harris responded to questions from the Board.

- **CAMPUS POLICE DEPARTMENT ACTIVITIES**

This report was deferred until October.

- **ACHIEVING THE DREAM**

Dr. Cathy Kemper gave the Board an update on Achieving the Dream (a copy of the Board Update handout is attached and made a part of these *Minutes*). She reviewed the purpose, expectations, and expected outcomes of Achieving the Dream. Ms. Amanda Clark reviewed Achieving the Dream cohorts and information that is tracked on these students.

ITEM 13. ADMINISTRATIVE ANNOUNCEMENTS:

- **UPCOMING EVENTS**

Dr. Holt announced the following:

- A) Annual Endowed Scholarship Luncheon, Saturday, October 17, 2009 at 11:30 a.m. in the Banquet Room, Student Center, Brenham Campus
- B) Blinn Homecoming Activities:
 - 1) Car Cruise to Brenham Airport, Friday, October 23, 2009 at 6 p.m.
 - 2) Ex Students Association Meeting, Saturday, October 24, 2009 at 9:30 a.m.
 - 3) Buccaneer Alumni Lettermen Association Meeting, Saturday, October 24, 2009 at 10:30 a.m.
 - 4) Hall of Honor BBQ Luncheon, Saturday, October 24, 2009 at 11:30 a.m.
 - 5) Football Game vs Cisco Junior College, Saturday, October 24, 2009 at 3 p.m.
- C) Next Regular Board Meeting is Tuesday, October 20, 2009 on the Bryan Campus

ITEM 14. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for a closed session at 8:25 p.m.

CLOSED SESSION:**ITEM 15. 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*)

ITEM 16. RECONVENE PUBLIC SESSION

The public session was reconvened at 8:49 p.m.

ADDITIONAL ACTION ITEMS:**ITEM 17. ACTION ON CLOSED SESSION ITEMS:**

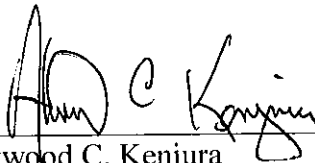
- (A) REVIEW AND ACTION ON FACULTY AND PROFESSIONAL STAFF CONTRACTS
- (B) REVIEW AND ACTION TO PURCHASE, EXCHANGE OR LEASE REAL PROPERTY IN BRENHAM, BRYAN, AND SCHULENBURG

On a motion by Mr. Westbrook, seconded by Mr. Lacina, the Board voted to employ new Faculty and Professional Staff on one-year contracts for the 2009-2010 school year (copies of the lists of persons employed is attached and made a part of these *Minutes*).

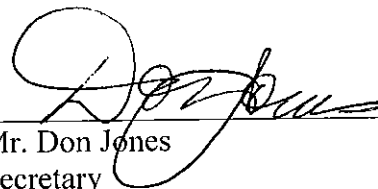
On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to employ part-time faculty for the Fall 2009 semester (copies of the lists of part-time persons employed is attached and made a part of these *Minutes*).

ITEM 18. ADJOURNMENT

On a motion by Mr. Westbrook, seconded by Mr. Lacina, the Meeting was adjourned at 8:52 p.m.



Mr. Atwood C. Kenjura
President



Mr. Don Jones
Secretary