

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

**Student Center Building - Rooms 2 and 3
Blinn College, 1007 Walter Schwartz Way (formerly West Second Street)
Brenham, Texas**

Workshop, Thursday, June 21, 2012, 6:00 p.m.

The Board of Trustees convened at 6:00 p.m. in the Student Center with the following members present: Mr. Atwood C. Kenjura, President, presiding; Mr. Leon B. Toubin, Vice President; Mr. Douglas R. Borchardt, Secretary; Dr. Henry J. Boehm, Jr.; Mr. Norwood Lange; Mrs. Carolyn D. Miller, CPA and Mr. David Sommer.

Board members not present: None.

Members of the College staff in attendance were: Dr. Harold Nolte, President; Dr. Ted Raspiller, President Brazos County Campuses; Dr. Robert Brick, Dr. Dennis Crowson, Dr. Debra LaCour, and Dr. Van Miller, Vice Presidents; Ms. Cathy Boeker, Executive Administrator External Affairs; Mr. Tom Brazzel; Mr. Kris Byboth; Mr. Jeff Cermin; Mr. Joseph Engle; Ms. Kris Janes; Mr. Richard O'Malley; Mr. Steve Rathbone; Ms. Karla Roper; Mr. Jeff Tilley; Dr. Larry Watson and Mr. Michael Welch.

Also registered as in attendance were: Ms. Teddy Boehm; Mr. Frank Wagner, KTTX-KWHI and Mr. Joel Williams, *Brenham Banner-Press*.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 1. PUBLIC COMMENT

There was no public comment.

Mr. Kenjura thanked Mr. Borchardt and Mrs. Miller for their work as members on the Budget Committee.

Mr. Borchardt reviewed the Budget Committee process.

WORKSHOP ITEMS:

ITEM 2. PRELIMINARY REVIEW OF THE BUDGET FOR THE 2012-2013 SCHOOL YEAR INCLUDING REPORTS AND DISCUSSION ON THE FOLLOWING:

(A) THE PROPOSED BUDGET

Mr. Borchardt gave an overview of how the Budget Committee recommended investing excess revenue. Budget highlights included: \$4 million in replacements and renovations; \$1.5 million reserved for organizational changes and salary study; \$1.17 million reserved for the recommended salary adjustments; \$250,000.00 reserved for work study; and \$770,000.00 excess in cash reserves.

Dr. Miller reviewed the budget process (copies of the 2012-2013 Proposed Budget, amended 2012-2013 Proposed Budget by Department and FY 2012-2013 thru FY 2010-2011 comparisons are attached and made a part of these *Minutes*). The proposed budget includes \$84,901,526.00 in expenditures and revenues. This assumes: 1) 3% raise for all employees and additional \$600 longevity pay for faculty; 2) \$200.00 increase in part-time instruction rate for approximately 300 lab courses; 3) \$800,000.00 in student worker requests (Blinn pays 1/4) and covers workers not eligible for Federal Work Study; 4) pending re-organization will create need for new and/or modified positions (salary study

will likely necessitate improved funding of certain positions); and 5) initial estimate of facility needs for the upcoming year.

Dr. Miller reviewed the history of State appropriations, as well as the tuition and fees income history from 2008 to present. State appropriation reallocation will not be finalized until late July. It is anticipated to result in anywhere between \$500,000.00 - \$1 million.

Property tax revenue history was reviewed with no increase for Blinn College currently projected.

To re-cap, expense projections included approved requests for equipment and supplies and Faculty longevity pay, but did not include Student Workers (Federal Work Study) and new positions/position upgrades (holding off until re-organization and comprehensive study can be implemented).

Total operating expenditures have increased 28% since 2008, while enrollment has increased 27% during the same time period.

(B) BUDGET PRIORITIES

The priorities for the 2012-2013 proposed budget are:

- Increase compensation for faculty/staff
- Improve financial status of the College
- Improve investments in facilities
- Prepare for upcoming re-organization efforts and potential recommendations from salary study

The financial ratios that Blinn would like to address are the Primary reserve ratio and the viability ratio. Mr. Kenjura inquired about Blinn College Bonding Capacity and said \$15 million would be a safe number.

Sometime in the future, Dr. Miller suggested that the Board set aside 5% of State appropriations in the event the State implements future mid-year cuts. The possibility of setting a minimum dollar amount of salary increase was discussed (example, 3% or \$1,000.00, whichever is greater), the additional cost would be approximately \$60,000.00. Approximately \$500,000.00 of requests for 2012-2013 budget-year were funded out of the current budget-year's money generated from salary lapses. The Board would like for the Administration to look into self-insurance for Athletics to see if it is still the best option for Blinn College.

Information was distributed regarding scholarships (copies of the scholarship summary and proposed institutional scholarships FY 2012-2013 budget are attached and made a part of these *Minutes*). Information comparing several colleges with Blinn for FY 2011 showed discrepancies in the way colleges account for scholarships. Mr. Borchardt asked if the scholarships could be broken down by Academics and Athletics and by Campus-information not immediately available.

Mr. Toubin inquired why Food Service expenditures are greater than income. Dr. Miller feels like we are moving closer to a break-even point. Dr. Miller responded to questions from the Board regarding the salary study, as well as, replacements and renovations.

ACTION ITEMS:**ITEM 3. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A CONTRACT TO CONDUCT A WAGE AND SALARY STUDY FOR THE COLLEGE**

Mr. Borchardt would like for the Board to have input on scope of work.

On a motion by Mrs. Miller, seconded by Dr. Boehm, the board voted to Authorize the Administration to Negotiate a Contract to Conduct a Wage and Salary Study for the College, as presented by the Administration.

ITEM 4. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for a break at 7:25 p.m.

The public was recessed for closed session at 8:20 p.m.

CLOSED SESSION:**ITEM 5. 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 6. RECONVENE PUBLIC SESSION

The public session was reconvened at 10:04 p.m.

ADDITIONAL ACTION ITEMS:**ITEM 7. 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

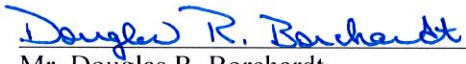
No action taken on Closed Session Items.

ITEM 8. ADJOURNMENT

On a motion by Mr. Sommer, seconded by Mr. Lange, the Meeting was adjourned at 10:06 p.m.



 Mr. Atwood C. Kenjura
 President



 Mr. Douglas R. Borchardt
 Secretary