

**MINUTES  
BOARD OF TRUSTEES OF BLINN COLLEGE**

**Dr. Barbara L. Pearson Banquet Room  
First Floor, Student Center Building  
Blinn College, 2423 Blinn Boulevard  
Bryan, Texas**

**Regular Meeting, Tuesday, December 16, 2014, 6:30 p.m.**

The Board of Trustees convened at 6:30 p.m., in the Banquet 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; 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. Harold Nolte, 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; Mr. Joe Baumann; Ms. Abigail Baumgardner; Dr. John and Terry Beaver; Ms. Kris Beckendorf; Ms. Christy Berry; Ms. Linda Bow; Mr. Richard Bray; Dr. Marcelo Bussiki; Ms. Karen Buck; Dr. Jimmy Byrd; Ms. Kay Donahoo; Mr. Joseph Engle; Mr. Shawn Fazzino; Ms. Rebecca Garlick; Mr. Ted Hajovsky; Ms. Anna Hall-Zieger; Mr. Grady Hendricks; Dr. Terence Honan; Dr. Linda Jones; Ms. Marie Kirby; Ms. Angela Lawrenz; Dr. Kyle Merten; Mr. John Mosley; Mr. Robert Nelson; Ms. Claire Odom; Mr. Richard O'Malley; Mr. Steve Rathbone; Ms. Rebecca Ruffino; Mr. Garrett Smith; Ms. Kristin Stoley; Mr. Jeff Tilley; Mr. Shawn Welch; Mr. Brent Williford and Dr. Mark Workman.

Also registered as in attendance were: Dr. Kriss Boyd, Executive Director, Transition Academic Programs, Texas A&M University; Dr. Russ Graves, Director, Transition Academic Programs, Texas A&M University; Mr. Sam Peshek, The Eagle and Mr. Bill Oliver, WTAW.

**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. DISTRICT PRESIDENT ADMINISTRATIVE ANNOUNCEMENTS**

Dr. Nolte reviewed upcoming events and other administrative announcements (copies of the power point presentation, announcements and upcoming events are attached and made a part of these *Minutes*). He discussed enrollment figures for the winter semester and spring.

**DISTRICT UPDATES**

- As of December 8, our spring 2015 enrollment was up 0.8 percent compared to this time last year, with a 0.9 percent increase in contact hours. Distance Learning's contact hours are up 6.9 percent, while Sealy's were up 3.9 percent and Bryan was up 3.0 percent. Schulenburg saw a 1.9 percent contact hour increase, while Brenham is down 5.9 percent.

- Faculty Convocation will be held January 13. The event will begin with the entire faculty at the Brazos Center, followed by workshops and departmental meetings on the Bryan campus.
- Staff Convocation is scheduled for February 27, also at the Brazos Center.
- Dr. Joyce Langenegger and Dr. Sylvia McMullen have taken the lead on a new initiative called the FutureWorks Academy that help develop a shared vision for Blinn's future and a district-wide culture of trust, creativity and strategic thinking. The first cohort will include 20 full-time individuals from across the district. Through an initiation retreat and monthly facilitated sessions, participants will gain the self and institutional knowledge to create and implement capstone projects that align with Blinn's mission statement. The initial retreat is scheduled for February 5-6, and monthly sessions will follow until graduation in November 2015. We are currently accepting applications.
- Human Resources is coming out with a new guidebook to help department and division leadership introduce new employees to Blinn College's culture and processes. HR has put a lot of work into this, and we believe it will help our new employees to immediately feel at home at Blinn.
- On December 17 we will host our Holiday Reception on the Brenham campus, with the Bryan campus reception to follow on December 18.
- Former History Professor Dr. Phil Pearson recently passed away. Phil and his wife Barbara have been very important to our Bryan campus and the Bryan-College Station community, and we want them to know that Blinn College will offer whatever support it can for the Pearson family during this difficult time.

#### TEAM PROGRAM WINS STAR AWARD

- Congratulations to Dr. John Beaver, Dr. Sylvia McMullen and the entire team that has contributed to the success of the TEAM Program. The Program was awarded the Texas Higher Education Coordinating Board's Star Award as one of the top educational initiatives in the state for its contributions toward meeting the goals of the Texas Higher Education Plan, Closing the Gaps by 2015.

UPCOMING EVENTS			
Dec. 17	President's Holiday Reception (Brenham)	Sneed Banquet Room	11:30 a.m. - 1 p.m.
Dec. 18	President's Holiday Reception (Bryan)	Pearson Banquet Room	11:30 a.m. - 1 p.m.
Dec. 18	SBDC QuickBooks Courses	Bullock Bldg.	9:30 a.m., 1:30 p.m.
Dec. 19	Graduation	Bryan Civic Center	6:30 p.m.
Dec. 22- Jan. 2	Holiday	All Campuses	
Jan. 5	Admin. & Staff Offices Open	All Campuses	
Jan. 8	Alumni & Friends Meeting	Brenham Student Center	4 p.m.
Jan. 13	Faculty Convocation	Brazos Center	8:40 a.m. - 4 p.m.
Jan. 15	Winter Minimester Finals		
Jan. 20	Board of Trustees Meeting	Board Room	6:30 p.m.

#### ITEM 3. BRAZOS COUNTY CAMPUSES UPDATE

Dr. McMullen introduced Dr. Jimmy Byrd as the new Chief of Staff for the Bryan Campus. She discussed the 1<sup>st</sup> graduation to be held in Bryan. An initiative to encourage students to commit to complete an Associate Degree. She reviewed administrative announcements and campus events (a copy of the announcements are attached and made a part of these *Minutes*):

- Construction is underway on the Tejas Center.
- As of December 1, 97 students have signed up to participate in the Fall Graduation December 19, putting us right in line with our goal of 100. The ceremony will also recognize 106 reverse transfer graduates.

- Each Monday morning we host a communication meeting that allows each of us to provide updates to all the other areas of the campus. In discussions about where we would like to see Blinn be five years from now, Ms. Andi Liner discussed taking this back to each of our departments, then bringing all the suggestions together to compare how each area views our future. I've asked these departments to bring this back by the end of January for us to discuss and utilize in making both short and long-term decisions.
- We met with Texas A&M last week to iron out details regarding the Engineering Academy coming to the Brenham campus, with 100 Engineering Academy students living and studying together as a cohort on the Brenham campus beginning in Fall 2015.

#### **PTK CHALLENGES STUDENTS TO COMPLETE COLLEGE**

- Members of the Phi Theta Kappa honor society hosted their annual C4 college completion project last month, through which they challenge all Blinn students to complete their degree or certificate at Blinn College. More than 400 students stopped by and signed a banner pledging to complete their community college experience.

#### **PUBLIC SPEAKING CONTEST DRAWS 200 SPECTATORS**

- Last month, we told the board about the "Speak Up, Speak Out" public speaking contest hosted by the Communication Studies Program. Students from six different course sections represented their class in front of more than 200 spectators, who were on hand to cast votes for the winner via text message.
- Carlos Candia placed first, Garrett Pessink placed second and Gregory Wyrick was third.
- This was the second year of the contest, which is coordinated by speech instructors Britney Hibbeler and Rachel Jumper.

<b>UPCOMING BRYAN CAMPUS EVENTS</b>			
Dec. 17	Veterinary Technology Information Session	Post Office Campus	Noon
Dec. 18	Brazos County Advisory Committee	E-120	9:30 - 11:30 a.m.
Dec. 19	Graduation	Bryan Civic Center	6:30 p.m.
Dec. 22- Jan. 2	Holiday	All Campuses	
Jan. 5-8	Behavioral Safety Conference	Student Center	Noon - 5 p.m.
Jan. 13	International Student Orientation	E-120	10 a.m.
Jan. 13	Faculty Convocation	Brazos Center	8:40 a.m. - 4 p.m.

#### **ITEM 4. REPORTS:**

- **TEAM, ENGINEERING ACADEMY & STAR AWARD**

Dr. John Beaver, Dean of Educational Partnerships, Dr. Russ Graves, Director, Transition Academic Programs, Texas A&M University and Dr. Kriss Boyd, Executive Director, Transition Academic Programs, Texas A&M University, discussed the TEAM program and the recent STAR award that was received. They discussed the success of the program and the students who participated.

- **COLLEGE STRATEGIC OBJECTIVES**

Mr. Joe Baumann, Dean, Institutional Effectiveness and Enrollment Management, gave a quarterly update on the College's strategic objectives. He reviewed the various metrics and highlighted areas of progress and areas that need attention (a copy of the strategic objectives is attached and made a part of these *Minutes*).

- **HB 1206 FINANCIAL MANAGEMENT TRAINING COMPLETION**

Ms. Cathy Boeker read into the record that at the Texas Higher Education Coordinating Board Leadership Conference on November 20-21, 2014, Mr. Richard Powell satisfied the financial management training requirement as outlined in HB1206.

- **84<sup>TH</sup> TEXAS LEGISLATIVE SESSION**

Ms. Cathy Boeker reviewed topics of interest of the 84<sup>th</sup> Legislative Session of the Texas Legislature. She shared a list of pre-filed bills that Blinn is currently watching (a copy of the list of pre-filed bills are attached and made a part of these *Minutes*).

- **BUILDING AND GROUNDS**

Mr. Richard O'Malley, Executive Director, Facilities, Planning and Construction, reviewed the highlights of the Buildings and Grounds Report (a copy of the Buildings and Grounds Report is attached and made a part of these *Minutes*).

#### **ITEM 5. PUBLIC COMMENT**

Mr. Borchardt reviewed the guidelines related to public comment.

Mr. Joseph Engel, President, Faculty Senate, addressed the Board regarding Shared Governance and transparency. He expressed concern regarding construction during final exams. He said that transparency and Shared Governance begins with the Board. The results from the Texas Community College Teachers Association faculty survey were reviewed and Blinn dropped 8 places. Transparency, communication and discussion, were asked to be put on the agenda.

#### **ITEM 6. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING OCTOBER 31, 2014**

Ms. Shomaker reviewed highlights from the financial statement and list of checks for the period ending November 30, 2014 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*).

#### **CONSENT AGENDA ITEMS:**

#### **ITEM 7. REVIEW AND POSSIBLE ACTION TO APPROVE THE MINUTES FOR THE NOVEMBER 18, 2014, REGULAR MEETING AND DECEMBER 3, 2014, SPECIAL MEETING**

#### **ITEM 8. REVIEW AND POSSIBLE ACTION TO APPOINT NEW MEMBERS TO THE BRAZOS COUNTY ADVISORY COMMITTEE**

On a motion by Mr. Sommer, seconded by Mrs. Miller, the Board voted to approve **CONSENT AGENDA ITEMS 7-8: ITEM 7** - minutes for the November 18, 2014, Regular Meeting and the December 3, 2014, Special Meeting (copies of the minutes are attached and made a part of these *Minutes*); and **ITEM 8** - the Administration to appoint John Clanton, Spencer Clements and Doug French to the Brazos County Advisory Committee each for a three year term from December 2014 thru December 2017 (copies of their bios are attached and made a part of these *Minutes*), as presented by the Administration.

**ACTION ITEMS:****ITEM 9. DISCUSSION AND POSSIBLE ACTION TO ADD TWO FINANCIAL AID ADVISOR POSITIONS TO THE 2014-15 BUDGET**

Dr. Crowson reviewed the functions of the college financial aid office and ratio of students to staff. He explained the justification and timing of the request.

On a motion by Mr. Toubin, seconded by Mrs. Boehm, the Board voted to approve the addition of two financial aid advisor positions to the 2014-2015 budget.

**ITEM 10. DISCUSSION AND POSSIBLE ACTION TO REVISE BOARD POLICIES:**

- (A) *DCA (LOCAL) EMPLOYMENT PRACTICES - TERM CONTRACTS*
- (B) *DEA (LOCAL) COMPENSATION AND BENEFITS - SALARIES AND WAGES*

Ms. Rebecca Ruffino, Policy/Government Affairs Manager, reviewed the proposed adjustments to Board Policies DCA(LOCAL), Employment Practices, Term Contracts and DEA(LOCAL), Compensation and Benefits, Salaries and Wages (copies of the proposed policy revisions are attached and made a part of these *Minutes*).

On a motion by Mr. Sommer, seconded by Mr. Powell, the Board voted to adopt revisions to Board Policies DCA(LOCAL) and DEA(LOCAL), as presented by the Administration.

**ITEM 11. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK REQUEST FOR PROPOSALS FOR A CONSTRUCTION MANAGER AT RISK FOR THE RENOVATIONS OF CLASSROOMS, OFFICE SPACE, STUDENT SERVICE AREAS, AND MAINTENANCE UPGRADES ON THE BRYAN CAMPUS**

Mr. Richard O'Malley, Executive Director, Facilities, Planning and Construction, reviewed the Request to authorize the Administration to seek RFP's for a Construction Manager at Risk for the renovations of classrooms, office space, student service areas, and maintenance upgrades on the Bryan Campus. He discussed the reasons for wanting to use the Construction Manager at Risk method.

On a motion by Mr. Kenjura, seconded by Mr. Toubin, the Board voted to authorize the Administration to seek RFP's for a Construction Manager at Risk for the renovations of classrooms, office space, student service areas, and maintenance upgrades on the Bryan Campus, as presented by the Administration.

**ITEM 12. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE EXTENSION OF THE BOOKSTORE SERVICES CONTRACT WITH BARNES & NOBLE COLLEGE BOOKSELLERS, LLC**

Ms. Shomaker reviewed the reason behind the request for a contract extension with Barnes & Noble. Barnes & Noble has been asked to move to an exterior portion of the campus and would like an extension to make the move more financially sound for them. Barnes & Noble has included \$1M to assist with renovation expense. She responded to questions from the Board.

On a motion by Mr. Sommer, seconded by Mrs. Boehm, the Board voted to authorize the extension of the Barnes & Noble contract to 2021.

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

The public was recessed for a break at 7: 36 p.m.

The public was recessed for closed session at 8:00 p.m.

**CLOSED SESSION:****ITEM 13. 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**
  - ii. **INTERVIEW(S) FOR INTERIM BLINN COLLEGE DISTRICT PRESIDENT CANDIDATE(S)**
- (C) GIFTS AND DONATIONS (GOV'T CODE, SEC. 551.073)**
- i. **DELIBERATIONS REGARDING GIFTS AND DONATIONS**

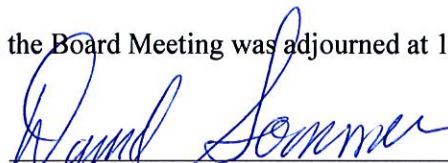
**ITEM 14. RECONVENE PUBLIC SESSION**

The public session was reconvened at 10:58 p.m.

**ITEM 15. ADJOURNMENT**

On a motion by Mrs. Boehm, seconded by Mr. Sommer, the Board Meeting was adjourned at 11:01 p.m.

  
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 Mr. Douglas Borchardt, Presiding  
 President

  
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 Mr. David Sommer  
 Secretary