# ADMINISTRATIVE COUNCIL

### **MINUTES**

February 15, 2016

3:00 p.m.

Board Room Administration Building, Brenham campus

1. District President Hensley

The meeting was called to order by Dr. Hensley at 3:00 p.m.

1. Minutes of the 11/16/15 meeting (*handout*)

On a Motion made by Mr. James Reed, seconded by Dr. Mary Barnes-Tilley, the Minutes of the 11/16/15 meeting were approved. Motion passed unanimously.

1. Distance Learning Advisory Committee Update (*handout*)
	1. Ms. Karen Buck introduced Ms. Diane Lovell, Instructor of History, who gave an update on the creation of a new Advisory Committee for Distance Learning. The committee created 5 sub-committees: communication, course review, academic integrity, course accessibility and new online standards.
	2. A few topics that were discussed at the Advisory Committee meeting were: improvement of operational effectiveness, policies/procedures, and improvement of faculty with distance learning.
	3. Discussion took place regarding whether online courses are as rigorous as face-to-face classes. (A copy of the Blinn College Online Standards report is attached and made a part of these ***Minutes***).
	4. The next meeting of the Distance Learning Advisory Committee is scheduled for 4/1/16.
2. Division of Leadership Council (*handout*)
	1. Dr. Mary Barnes-Tilley presented a Workload Proposal, created by the Workload Committee of the Division of Leadership Council. (A copy of the Proposal is attached and made a part of these ***Minutes***).
	2. The proposal includes 4 new positions:
		1. Coordinators
		2. Program Directors
		3. Department Head, Level I
		4. Department Head, Level II
	3. The projected increase is approximately $182,000, which includes the cost of new positions.
	4. Mr. John Schaffer, Assistant Academic Dean, Professor of English, shared that individual department needs were not addressed in the proposal and that the committee never discussed a Level III or Level IV position.
	5. Ms. Buck requested there be more input from Health Sciences, possibly a separate group.
3. Mr. Mel Waxler informed the Council that the House Committee on Higher Education met on Thursday, February 11, to discuss interim charges, including taxing districts, service areas, barriers to access, and governance.
	1. Mr. Waxler encouraged the group to view the video broadcast of that session, which was a positive one for Blinn College.
	2. The next hearing is scheduled for March 8, 2016 regarding sexual assault on higher education campuses.
	3. Mr. Waxler suggested that the Student Government Association be apprised of future sessions in case a representative wished to attend.
	4. The next session of the Texas Legislature will commence in January 2017.
4. Ms. Shomaker presented a PowerPoint presentation regarding plans for the:
	1. New Blinn campus in Bryan;
	2. New campus housing on the Brenham campus, which will create 453 new units;
	3. Kruse Recreation Center; and
	4. The Doyle Coatney Athletic Training Facility.

On a motion by Mr. Baumann, seconded by Mr. Reed, the meeting was adjourned at 4:35 p.m.

Members Present: Dr. Mary Barnes-Tilley; Mr. Joe Baumann; Mr. John Beaver;

Mr. Mark Bernier; Ms. Cathy Boeker; Mr. Richard Bray; Ms. Karen Buck; Dr. Jimmy Byrd; Ms. Lisa Caton; Ms. Laurie Clark; Dr. Dennis Crowson; Ms. Smiley Flores;

Ms. Rebecca Garlick; Dr. Mary Hensley; Ms. Marie Kirby; Ms. Diane Lovell;

Ms. Cheryl Metz; Mr. James Reed; Mr. Austin Russell; Mr. John Schaffer;

Ms. Kelli Shomaker; Mr. Jeff Tilley; Mr. Mel Waxler; and Ms. Katherine Wickes.

Members Absent: Ms. Megan Costanza; Ms. Sylvia McMullen; and Dr. Pat Westergaard.

Next meeting is scheduled for April 18, 2016 (Board Room, Administration Building, Brenham Campus).

Agenda items due to Becky Krebs by April 14, 2016.