

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, April 10, 2007

The Board of Trustees convened at 7 p.m. in the Board Room with the following members present: Mr. Atwood C. Kenjura, Vice President, presiding; Mr. Norwood Lange, Secretary; Dr. Henry J. Boehm, Jr.; Mr. Don Jones, Mr. L.J. Lacina, Jr. and Mr. Leon Toubin.

Board members not present: Mr. Steve M. Westbrook.

Members of the college staff in attendance were: Dr. Donald E. Voelter, President; Mr. John D. Barkman, Dr. John D. Harris, Dr. Daniel J. Holt, Dr. Debra R. LaCour and Dr. Barbara L. Pearson, vice presidents; Mr. Scott Baehren, Ms. Pat Baughman, Mr. Tom Brazzel, Dr. Blanche Brick, Ms. Sandra Chumchal, Dr. Dennis Crowson, Mr. Tex Davis, Ms. Jackie Dayoc, Mr. Robert Henrichsen, Mr. Greg Hinze, Ms. Ashley Klausmeyer, Mr. Dennis Kocich, Ms. Margie Kovar, Ms. Tracy Lutkenhaus, Ms. Barbara Moore, Mr. Gus Mutscher, Mr. Darrell Reimer, Ms. Ann Weir and Dr. Michel Zuch.

Also registered as in attendance were: Mr. Pat Elliott, Mr. Charles Thielemann, Ms. Jennifer Fey, President, Brenham Student Government Association; Mr. Frank Wagner, KTTX-KWHI; and Mr. Gary Engel, *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 pledges and prayer were led by Dr. Voelter.

ITEM 2. PUBLIC COMMENT

Mr. Pat Elliott commented on his recommendation that the college should increase tuition to a level that would allow Washington County taxes to be eliminated. He also suggested reducing the administration to faculty ratio and asked for an explanation of the current financial relationship between Blinn College and American Campus Communities. Mr. Kenjura asked him to put his questions in writing and they will be answered.

Mr. Charles Thielemann expressed concern that no one from Blinn College had contacted the Mayor of Sealy in response to his offer to help find funding assistance to support the Sealy campus. He also commented on the opportunity for the college to offer welding and other workforce training programs in the Sealy area.

Dr. Voelter responded that he had in fact met with two Sealy officials that week to explore possible options for financial support from the Sealy area to support the college's campus there.

ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING MARCH 31, 2007

Dr. Holt reviewed the financial statement and list of checks for the period ending March 31, 2007 (copies of the list of checks and the financial statement are attached and made a part of these *Minutes*). He introduced Mr. Tom Brazzel, accountant for the college who also oversees the college's investments on a daily basis. Mr. Brazzel commented that the investments the college makes in public fund investment pools appear to be safe. Mr. Toubin stated that he was concerned that the pools may be taking more risks in order to keep their returns at an attractive level.

Dr. Holt answered questions from Mr. Jones on summer income projections and from Mr. Toubin on the income of some of the scholarship funds which do not appear to be growing.

ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE MARCH 20 AND 26, 2007, MEETINGS

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to approve the *Minutes* of the March 20 and 26, 2007, meetings.

ITEM 5. REVIEW AND ACTION TO AWARD BID FOR SALE OF HOUSE TO BE MOVED FROM COLLEGE PROPERTY AT 604 GREEN STREET IN BRENHAM

Dr. Holt reviewed the one bid received in the amount of \$2,503.00 from Fred and Kathy Kugel and recommended the Board approve the sale of the house located at 604 Green Street in Brenham. On a motion by Mr. Lacina, seconded by Mr. Toubin, the Board voted to award the bid as recommended (a copy of the bid is attached and made a part of these *Minutes*).

ITEM 6. REVIEW AND ACTION TO REVISE BOARD POLICIES:

- (A) ***FBD (LOCAL) ADMISSIONS AND ATTENDANCE: ATTENDANCE***
- (B) ***FLD (LOCAL) STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT COMPLAINTS***

(A) Dr. Harris reviewed the proposed changes in Board policy FBD (Local) which provides for certain excused absences for high school students and to reflect the change in state law which eliminated mandatory attendance by students enrolled in remedial courses. On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to approve the revisions to the policy as recommended (a copy of the revised policy is attached and made a part of these *Minutes*).

(B) Dr. LaCour reviewed proposed changes and additions that originated with the Council of Division Chairs. She answered questions from Mr. Jones about the original concern that led to the proposed revisions that a division chair might not know there was a complaint filed against one of the faculty members in his or her division. Dr. Blanche Brick indicated the revised policy was acceptable to the division chairs. On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to approve the policy revisions as recommended (a copy of the revised policy is attached and made a part of these *Minutes*).

ITEM 7. REVIEW AND ACTION TO SET TUITION AND FEES FOR THE 2007-08 SCHOOL YEAR

Dr. Voelter reviewed the current and proposed course specific fees which are based on actual costs. There were eight recommended increases (all in physical education and allied health courses). Dr. Holt noted the physical education increases are due to facility rent increases and allied health course increases

are due to testing increases. On a motion by Mr. Lacina, seconded by Mr. Lange, the Board voted to approve the fee schedule for the 2007-08 school year (a copy is attached and made a part of these *Minutes*.)

Dr. Voelter reviewed a preliminary presentation on budget requests from college staff (a copy is attached and made a part of these *Minutes*). He gave some details on specific renovation needs for various buildings and answered questions from the Board on the relationship of those requests to the current year budget. He indicated tuition for the 2007-2008 school year needs to be set at this time because fall registration begins on April 16.

He reviewed a chart of semester credit hours generated from the Summer I, 2006, through the Spring 2007, semesters, noting that state appropriations to the college are based on the semester credit hours earned (a copy of the chart is attached and made a part of these *Minutes*). Mr. Jones stated the college needs to annually fund a depreciation account in order to replace aging buildings. He also reviewed tables comparing Blinn tuition and fees compared to other Texas community colleges (a copy is attached and made a part of these *Minutes*). The Board members expressed concern that Blinn charges are high compared to other community colleges in the state. Mr. Lacina asked about the cost of the tuition-free dual credit courses the college provides to Washington County students. Dr. Holt indicated the annual cost to the college was \$70,000 for 225 students.

Dr. Pearson commented on the fact that comparing Blinn College tuition charges to those of Texas A&M University was not realistic. She expressed concern that the college not price itself out of the market. Ms. Barbara Moore stated that she believes a \$5.00 increase could be accepted by students but \$10.00 could price some students out of the college. Mr. Scott Baehren noted there has been a nine percent decrease in enrollment of students from Harris County. In response to a question from Dr. Boehm, Dr. Holt suggested a \$5.00 across the Board tuition increase. On a motion by Mr. Lacina, seconded by Mr. Lange, the Board voted to approve the increase as recommended effective with the fall 2007 semester.

ITEM 8. REVIEW AND ACTION TO SET DATES FOR BUDGET WORKSHOPS

Agreed to set May 15, 2007, at 6 p.m. as the date and time for a budget workshop.

ITEM 9. ADMINISTRATIVE ANNOUNCEMENTS

Dr. Voelter reported on the following:

- a. Tax rollback refund checks in the amount of \$539,000 are being printed and should be mailed within the week.
- b. Blinn College, Tarleton Supply and TFE Co. have received a skills development grant for employee training.
- c. Global Roofing Consultants will be on the Brenham campus this week to begin work on development of roof repair specifications. Mr. Jones asked that the contract with Global Roofing be clarified to prevent ongoing charges from the company for any work that runs past the period specified in the contract. Dr. Voelter agreed to negotiate with Global Roofing Consultants to limit late work charges.
- d. Announced a \$14,000 bid had been received and accepted for the college's surplus HP mainframe computer. A previous low bid had been rejected by the Board.
- e. The college's annual end of the year barbecue for college employees will be held at Washington-on-the-Brazos State Historical Site on Saturday, April 28, 2007 beginning at 5:30 p.m.; and the Board members are invited to ride in the Brenham Maifest parades on Friday and Saturday May 11 and 12.

ITEM 10. REPORTS:

- **Financial Aid and Scholarships for the 2006-07 School Year**
- **Preliminary Enrollment for May Minimester**

Ms. Tracy Lutkenhaus and Ms. Ashley Klausmeyer, of the Financial Aid Office, reviewed the college's financial aid scholarship programs and activities for the current year and answered questions from the Board. A copy of their PowerPoint presentation is attached and made a part of these *Minutes*.

Dr. Harris reported on the May Minimester enrollment (a copy of his report is attached and made a part of these *Minutes*).

The Board recessed at 9:28 p.m. for a ten minute break.

ITEM 11. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public session was recessed at 9:39 p.m.

ITEM 12. 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 13. RECONVENE PUBLIC SESSION

The public session was reconvened at 10:35 p.m.

ITEM 14. 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 Dr. Boehm, seconded by Mr. Jones, the Board voted to accept the resignations of Ms. Tamra Carley, Director Vocational Nursing program, Bryan campus, effective May 4, 2007; and Mr. Mike Decuir, Assistant Financial Aid Director, Brenham campus, effective March 30, 2007.

On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to employ new faculty and professional staff on one-year contracts for the remainder of the school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to reemploy current faculty and professional staff on one-year and two-year contracts for the 2007-2008 and 2008-2009 school years (a copy of the list of persons employed is attached and made a part of these *Minutes*).

ITEM 15. ADJOURNMENT

On a motion by Dr. Boehm, seconded by Mr. Lange, the meeting was adjourned at 10:38 p.m.



Mr. Atwood C. Kenjura
Vice President



Mr. Norwood Lange
Secretary