

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, October 21, 2008, 7 p.m.

The Board of Trustees convened at 7:07 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. Debra R. LaCour, Dr. Van Miller and Dr. Barbara L. Pearson, Vice Presidents; Ms. Cathy Bocker, Executive Administrator of External Affairs; Dr. Donald E. Voelter, Chancellor; Mr. Mark Bernier, Mr. Dale Carnagey, Mr. Tex Davis, Mr. Claude Free, Ms. Becky Garlick, Mr. Ted Hajovsky, Mr. Bobby Henrichsen, Mr. Kris Kapchinski, Dr. Cathy Kemper, Ms. Julie Maass, Mr. Richard O'Malley, Dr. Milton Radke, Mr. David Rehr, Mr. Darrell Reimer, Ms. Jeri Thornton-Dulaney, Mr. Jeff Tilley, Ms. Ann Weir, Ms. Christine Wied, and Dr. Michel Zuch.

Also registered as in attendance were: Ms. Vernell Carnagey, Mr. Ted Collins, Mr. Brad Cutright, Cutright and Allen Architects; Mr. Willy Dilworth, Washington County Appraisal District; Mr. Brian Gonyer, Mr. Luther Hueske, Ms. Rocia Lopez, Ms. Blinn-Bryan Campus; Mr. Alan Nieschwietz, *Brenham Banner-Press*; Mr. Reese Swincher, SGA; Mr. James Thomas, Mr. Thomas Tydlacka, Mr. Frank Wagner, KTTX-KWHI; and Mr. Stephen Wehring, SGA.

**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

Mr. Mark Bernier introduced several University Interscholastic League (UIL) representatives. The UIL representatives thanked the Board and the College for their support of UIL programs. Plaques were presented to Dale & Vernell Carnagey and to Dr. Donald Voelter in appreciation of their service and support for UIL.

Student Government reported on Homecoming, various upcoming campus activities, and the start of a student newspaper *The Cord* [Brenham, TX]. They also brought forward student concerns which included: the need for extended library hours and a desire to change the parking stickers to hanging tags on the Brenham Campus.

ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING SEPTEMBER 30, 2008

Dr. Miller reviewed the financials and Moody's Rating Report. He then answered questions from the Board (copies of the financial statement, list of checks and Moody's Rating Report are attached and made a part of these *Minutes*).

CONSENT AGENDA ITEMS:

ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE SEPTEMBER 16, 2008, REGULAR MEETING AND THE SEPTEMBER 23, 2008 RETREAT

ITEM 5. REVIEW AND ACTION TO APPOINT MEMBER TO THE BRAZOS COUNTY ADVISORY COMMITTEE

ITEM 6. REVIEW AND ACTION ON THE RENEWAL FOR PROPERTY AND CASUALTY INSURANCE FOR THE PERIOD NOVEMBER 1, 2008 THROUGH OCTOBER 31, 2009

ITEM 7. REVIEW AND ACTION TO REVISE BOARD POLICY *FG (LOCAL), STUDENT HOUSING* TO REQUIRE CRIMINAL HISTORY RECORD CHECKS FOR STUDENTS APPLYING TO RESIDE IN COLLEGE DISTRICT HOUSING

ITEM 8. REVIEW AND ACTION TO APPROVE A CONTRACT RENEWAL FOR MAINTENANCE SOFTWARE OF THE HVAC SYSTEM ON THE BRYAN CAMPUS FOR A THREE YEAR PERIOD

ITEM 9. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD RFP #073 MEN'S AND WOMEN'S BASKETBALL TRAVEL

ITEM 10. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK THE PROFESSIONAL SERVICES OF AN ARCHITECT FOR PROJECTS ON THE BRYAN CAMPUS

ITEM 11. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK QUALIFICATIONS FOR A CONSTRUCTION MANAGER AT RISK FOR PROJECTS ON THE BRYAN CAMPUS

On a motion by Mr. Westbrook, seconded by Mr. Toubin, the Board voted to approve **CONSENT AGENDA ITEMS: ITEM 4** - Minutes for the September 16, 2008, Regular Meeting and the September 23, 2008 Retreat; **ITEM 5** - Appoint Ms. Ann M. Horton to the Brazos County Advisory Committee; **ITEM 6** - Renew Property and Casualty Insurance with Texas Association of School Boards for the Period of November 1, 2008 through October 31, 2009 for a Total Cost of \$52,125.00; **ITEM 7** - Revision to Board Policy *FG (LOCAL), STUDENT HOUSING* to Require Criminal History Record Checks for Students applying to reside in College District Housing Beginning in the Fall of 2009; **ITEM 9** - Authorize the

Administration to Seek and Award RFP #073 Men's and Women's Basketball Travel; **ITEM 10** - Authorize the Administration to Seek the Professional Services of an Architect for Projects on the Bryan Campus; and **ITEM 11** - Authorize the Administration to Seek Qualifications for a Construction Manager at Risk for Projects on the Bryan Campus as presented by the Administration. Mr. Toubin asked that **ITEM 8** be removed from the **CONSENT AGENDA**. Regarding specific items in the contract, Mr. O'Malley responded to questions from Mr. Toubin.

On a motion by Mr. Toubin, seconded by Dr. Boehm, the Board voted to approve **CONSENT AGENDA ITEM 8** – Approve a Contract Renewal for Maintenance Software to TAC-Americas for the HVAC System on the Bryan Campus for a Three Year Period (for the Period of September 1, 2008 through August 21, 2011) for a Total Cost of \$100,823.00 as presented by the Administration.

OTHER ACTION ITEMS:

ITEM 12. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO ENTER INTO A FIVE YEAR LEASE AGREEMENT FOR COLLEGE VEHICLES

Dr. Miller reviewed his analysis of renting, purchasing and leasing vehicles for the college. He then reviewed the various leasing plans for advantages and disadvantages and responded to questions from the Board. Mr. Kenjura asked that the Administration seek proposals from local auto dealers before a decision is made. Mr. Lacina suggested that the item be tabled until local dealers have had the opportunity to offer proposals.

This item was tabled for discussion and will be reviewed at a future meeting (a copy of Dr. Miller's presentation is attached and made a part of these *Minutes*).

ITEM 13. REVIEW AND ACTION TO APPROVE REVISIONS TO COLLEGE ORGANIZATIONAL CHARTS AS PROVIDED BY BOARD POLICY BG (LOCAL), ADMINISTRATIVE ORGANIZATION PLAN

Dr. Holt reviewed the reporting structure of Workforce Education. Mr. Toubin asked that consideration be given to the structure of the Bryan campus Vice President and that the Administration consider who would be in charge in Dr. Holt's absence (copies of the proposed organizational charts are attached and made a part of these *Minutes*).

On a motion by Mr. Westbrook, seconded by Mr. Lange, the Board voted to approve the organizational charts as presented.

ITEM 14. REVIEW AND ACTION TO APPROVE REQUEST FROM THE WASHINGTON COUNTY APPRAISAL DISTRICT TO PURCHASE AERIAL PHOTOGRAPHY OF WASHINGTON COUNTY

Ms. Cathy Boeker introduced Mr. Willy Dilworth, Chief Appraiser of the Washington County Appraisal District, who reviewed the request to use college funds to pay for a portion of aerial photography of Washington County. The College's cost would be \$1,447.00. Mr. Dilworth responded to questions from the Board (a copy of the request and supporting documentation is attached and made a part of these *Minutes*).

On a motion by Mr. Lacina, seconded by Dr. Boehm, the Board voted to approve the expenditure as presented.

ITEM 15. REVIEW AND ACTION TO SET DATES AND TIMES FOR BOARD RETREATS

The Board discussed and agreed upon: October 28, 2008 at 5:30 p.m. in the Student Center to hold a retreat on Athletics as well as November 12, 2008 at 6 p.m. in Rooms 2 & 3 of the Student Center to discuss topics such as the Bryan Campus, Scholarship, Housing, Mission and Vision.

REPORTS, ANNOUNCEMENTS AND OTHER NON-ACTION ITEMS:

ITEM 16. REPORTS:

- **BUILDINGS AND GROUNDS**

Mr. O'Malley gave an update on various Brenham and Bryan campus projects. He also informed the Board that the Schmidt Building punch list is almost complete; the detention pond project in Bryan is set to begin in December; and that there was discussion of a possible new permanent parking lot in Bryan instead of a temporary lot. Mr. O'Malley responded to questions from the Board.

- **STRATEGIC PLANNING PROGRESS**

Dr. Cathy Kemper reviewed the Strategic Planning process and timeline. Dr. Holt commented on the purpose and value of the Strategic Planning (a copy of the Strategic Planning progress report is attached and made a part of these *Minutes*).

- **STUDENT SERVICES SOFTWARE MIGRATION**

Ms. Christine Wied reviewed what the Student Services Software encompasses (Financial Aid, Business Office, etc.) and why there was a need for new software. Ms. Wied explained that the current company, SunGuard, will no longer support the Student Services module that the College uses after 2011; therefore, creating the need for a replacement. Cost estimates for the total project range from \$2 to \$4.3 million dollars. Ms. Wied discussed the various features of the new software, and responded to questions from the Board. Financing options were also discussed.

ITEM 17. ADMINISTRATIVE ANNOUNCEMENTS

Dr. Holt announced the following:

- (a) Donation toward the Blinn College Technology Center of \$40,000.00 from Citizens State Bank
- (b) The establishment of Scholarships for area Boys & Girls Club Members by the Swalm Foundation
- (c) Two newly endowed scholarships:

Gus & Gertie Mutscher Scholarship
 Don & Debbie Schroeder Scholarship (copies of the Scholarship
 Summaries are attached and made a part of these *Minutes*)

- (d) Blinn and the Schulenburg Economic Development Corporation have reached an agreement regarding revenues from the approved sales tax
- (e) Camp For All event November 8, 2008
- (f) Lifetime Learning Luncheon November 6, 2008
- (g) Leadership Conference in Austin on Closing the Gaps and Student Outcomes on December 12, 2008

Dr. Voelter announced the following:

- (a) Endowed Scholarship Luncheon, October 25, 2008
- (b) Ronnie Renfrow Concert, October 26, 2008

The meeting was recessed for a break at 9:21 p.m.

ITEM 18. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY *GOV'T. CODE, SEC. 551.101*)

The public was recessed for a closed session at 9:38 p.m.

CLOSED SESSION:

ITEM 19. 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*)
- (C) CONSULTATION WITH ATTORNEY RELATIVE TO PENDING OR CONTEMPLATED LITIGATION (*GOV'T. CODE, SEC. 551.071*)

ITEM 20. RECONVENE PUBLIC SESSION

The public session was reconvened at 10:25 p.m.

ADDITIONAL ACTION ITEMS:

ITEM 21. REVIEW AND 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. Westbrook, the Board voted to accept the resignation of Ms. Cynthia Burdick, Psychology/Social Sciences Instructor, Bryan campus, effective December 10, 2008.

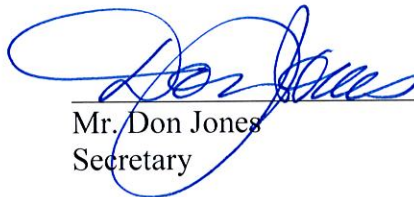
On a motion by Dr. Boehm, seconded by Mr. Lacina, the Board voted to approve a position upgrade from an Academic Advisor/Articulation Coordinator to a P-16 Initiatives and Articulation Agreement Director.

ITEM 22. ADJOURNMENT

On a motion by Mr. Jones, seconded by Mr. Lange, the meeting was adjourned at 10:27 p.m.



Mr. Atwood C. Kenjura
President



Mr. Don Jones
Secretary