

**MINUTES  
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

**Regular Meeting, Tuesday, November 18, 2008, 7 p.m.**

The Board of Trustees convened at 7 p.m. in the Board Room with the following members present: Mr. Leon B. Toubin, Vice President, presiding; 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: Mr. Atwood C. Kenjura, President.

Members of the college staff in attendance were: Dr. Daniel J. Holt, President; Dr. John D. Harris, Dr. Debra R. LaCour, Dr. Van Miller and Dr. Barbara Pearson, Vice Presidents; Ms. Cathy Boeker, Executive Administrator of External Affairs; Dr. Donald E. Voelter, Chancellor; Ms. Karen Anglin, Dr. Bob Brick, Mr. Tex Davis, Mr. Claude Free, Ms. Becky Garlick, Mr. Bobby Henrichsen, Dr. Cathy Kemper, Ms. Julie Maass, Mr. Richard O'Malley, Mr. Darrell Reimer, Mr. James Thomas, Jr., Mr. Jeff Tilley, Ms. Kristi Urban, Mr. Daniel Villanueva, Ms. Ann Wier and Dr. Michel Zuch

Also registered as in attendance were: Mr. C.J. Binning, Ms. Mary Connelly, Ms. Stephanie Lewis, Mr. Reese Swincher, Ms. Alexandra Taylor and Ms. Kristen Whitcomb of the Blinn Brenham Student Government Association; Mr. Joseph Bassett, Mr. Ted Collins, Mr. Mark LaLonde, and Mr. Wojtek Stypke of the Blinn Bryan Student Government Association; and Mr. Luther Hueske.

**ITEM 1. CALL MEETING TO ORDER, INVOCATION AND PLEDGE TO THE  
AMERICAN AND TEXAS FLAGS**

The meeting was called to order by Mr. Toubin. The pledge was led by Mr. Westbrook and the prayer was given by Mr. Toubin.

**ITEM 2. PUBLIC COMMENT**

There was no public comment.

**ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE  
PERIOD ENDING OCTOBER 31, 2008**

Dr. Miller reviewed financials (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). Mr. Swincher of SGA inquired if Student Government could have a copy of the Student Activities Budget. Mr. Jones inquired about the end of year report. Dr. Miller indicated that the Auditors had been on campus the previous week and they only have preliminary numbers at this point.

**CONSENT AGENDA ITEMS:**

- ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE OCTOBER 21, 2008, REGULAR MEETING AND THE OCTOBER 28, 2008 SPECIAL MEETING**
- ITEM 5. REVIEW AND ACTION TO RE-APPOINT TWO MEMBERS TO THE SEALY CAMPUS ADVISORY COMMITTEE**
- ITEM 6. REVIEW AND ACTION TO ADOPT REVISED GUIDELINES FOR THE BLINN COLLEGE EXEMPLARY STUDENT SCHOLARSHIP**
- ITEM 7. REVIEW AND ACTION TO ADOPT REVISED GUIDELINES FOR THE BLINN COLLEGE EDWINA DAY HALLSTEIN FUND**
- ITEM 8. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO DISPOSE OF THREE SURPLUS BLINN COLLEGE AUTOMOBILES VIA PUBLIC AUCTION**
- ITEM 9. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK BIDS FOR AN ELECTRONIC MARQUEE SIGN ON THE BRENHAM CAMPUS**
- ITEM 10. REVIEW AND ACTION TO AWARD AN UPDATED UMBRELLA CONTRACT TO GOODWIN-LASITER, INC. FOR ENGINEERING AND ARCHITECTURAL SERVICES FOR THE BRYAN CAMPUS**
- ITEM 11. REVIEW AND ACTION TO AUTHORIZE GOODWIN-LASITER, INC. TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE PRELIMINARY PHASE OF PHASE ONE FOR THE CLASSROOM EXPANSION AND OFFICE REMODELING ON THE BRYAN CAMPUS**
- ITEM 12. REVIEW AND ACTION TO AWARD A CONTRACT TO GOODWIN-LASITER, INC. FOR ENGINEERING SERVICES AS RELATED TO THE DESIGN OF PARKING LOT IMPROVEMENTS FOR THE BRYAN CAMPUS**
- ITEM 13. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD BIDS FOR:**
- (A) GROCERY & FROZEN PRODUCTS, MEAT AND PROCESSED MEAT, MILK PRODUCTS, AND BREAD PRODUCTS DURING THE PERIOD OF MARCH 1, 2009 – AUGUST 31, 2009**
  - (B) MEN'S BASEBALL AND WOMEN'S SOFTBALL BUS TRAVEL FOR SPRING SEMESTER 2009**
  - (C) A THREE YEAR MAINTENANCE CONTRACT FOR ELEVATOR SERVICE ON THE BRYAN CAMPUS**

**(D) GENERATOR TO PROVIDE A BACKUP POWER SOURCE FOR ADMINISTRATIVE COMPUTING SERVICES TO BE LOCATED IN THE STUDENT CENTER ON THE BRENHAM CAMPUS**

**ITEM 14. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO ENTER INTO AN INTER-JURISDICTIONAL MUTUAL AID AGREEMENT WITH WASHINGTON COUNTY**

On a motion by Mr. Lacina, seconded by Dr. Boehm, the Board voted to approve **CONSENT AGENDA ITEMS: ITEM 4** – Minutes for the October 21, 2008, Regular Meeting and the October 28, 2008, Special Meeting; **ITEM 5** – Re-Appointment of Mr. Leroy Zapalac and Mr. Dale Lechler to the Sealy Advisory Committee for terms ending December 2011 (bios of Mr. Zapalac and Mr. Lechler are attached and made a part of these *Minutes*); **ITEM 6** – Adoption of Revised Guidelines for the Blinn College Exemplary Student Scholarship (a copy of the revised guidelines is attached and made a part of these *Minutes*); **ITEM 7** – Adoption of Revised Guidelines for the Blinn College Edwina Day Hallstein Fund (a copy of the revised guidelines is attached and made a part of these *Minutes*); **ITEM 8** – Disposal of Three Surplus Blinn College Automobiles via Switzer Auction in Sealy, Texas in December; **ITEM 9** – Administration to Seek Bids for an Electronic Marquee Sign on the Brenham Campus; **ITEM 10** – Award the Updated Umbrella Contract to Goodwin-Lasiter, Inc for Engineering and Architectural Services for the Bryan Campus (a copy of the Contract with Goodwin-Lasiter, Inc. is attached and made a part of these *Minutes*); **ITEM 11** – Authorize Goodwin-Lasiter, Inc. to Provide Architectural and Engineering Services for the Preliminary Phase of Phase One for the Classroom Expansion and Office Remodeling on the Bryan Campus (a copy of the request for services with Goodwin-Lasiter, Inc. is attached and made a part of these *Minutes*); **ITEM 12** – Award a Contract to Goodwin-Lasiter, Inc. for Engineering Services as Related to the Design of Parking Lot Improvements for the Bryan Campus (a copy of the Contract with Goodwin-Lasiter, Inc. is attached and made a part of these *Minutes*); **ITEM 13** – Administration to Seek and Award Bids for: (A) Grocery & Frozen Products, Meat and Processed Meat, Milk Products, and Bread Products During the Period of March 1, 2009 – August 31, 2009; (B) Men's Baseball and Women's Softball Bus Travel for Spring Semester 2009; (C) A Three Year Maintenance Contract for Elevator Service on the Bryan Campus; and (D) Generator to Provide a Backup Power Source for Administrative Computing Services to be Located in the Student Center on the Brenham Campus; and **ITEM 14** – Authorize the Administration to Enter into an Inter-Jurisdictional Mutual Aid Agreement with Washington County (a copy of the Mutual Aid Agreement is attached and made a part of these *Minutes*) as presented by the Administration.

**OTHER ACTION ITEMS:**

**ITEM 15. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO ENTER INTO A FIVE YEAR LEASE AGREEMENT FOR COLLEGE VEHICLES**

Dr. Miller reviewed five bids received for vehicle leasing ( a copy of the bids and summary are attached and made a part of these *Minutes*). He recommended that the Board authorize the Administration to enter into a Lease with Bidder #1, Enterprise Leasing. Dr. Miller informed the Board that the maintenance for the Lease vehicles with Enterprise will be done at local dealerships and businesses giving them the income. He then responded to questions from

the Board. The Board and the Administration expressed a desire to deal with local dealerships when possible.

On a motion by Mr. Jones, seconded by Mr. Westbrook, the Board voted to Accept low bidder, #1-Enterprise Leasing. Dr. Boehm abstained from voting.

**ITEM 16. REVIEW AND ACTION TO AMEND THE 2008-09 SCHOOL YEAR BUDGET TO REFLECT A CHANGE IN TAX REVENUES**

Dr. Miller informed the Board that with the approved tax rate, an additional \$112,090 of revenue will be added to the Budget and an adjustment of \$112,090 added to contingency to balance the Budget (a copy of the amended 2008-09 Budget is attached and made a part of these *Minutes*).

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to Adopt the Amended 2008-09 Budget as presented.

**ITEM 17. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO ADD TWENTY ADDITIONAL FACULTY POSITIONS AS NEEDED**

Dr. Miller asked the Board to authorize twenty additional Faculty positions for the Administration to fill as needed to help with the increasing enrollment on the Bryan Campus (a list of disciplines needing additional Faculty for the Bryan Campus is attached and made a part of these *Minutes*). Dr. Miller informed the Board that the revenue from additional students will cover the cost of the Faculty. Dr. Miller responded to questions from the Board. A discussion took place on the proposed increased revenue. Dr. Pearson pointed to at least twelve sections of classes that were not able to be opened in the Fall due to lack of Faculty. Dr. Holt distributed to the Board an Advertisement for Austin Community College Faculty for Fall 2009 (a copy of the Advertisement in the publication *Community College Weekly* (November 3, 2008) is attached and made a part of these *Minutes*).

On a motion by Dr. Boehm, seconded by Mr. Lange, the Board voted to authorize the Administration to add twenty Faculty Positions as presented.

**REPORTS, ANNOUNCEMENTS AND OTHER NON-ACTION ITEMS:**

**ITEM 18. REPORTS:**

- **BUILDINGS AND GROUNDS**

Mr. Richard O'Malley thanked the Board for the earlier approval of facility related items. He advised that the Bryan Independent School District will likely provide seven additional classrooms for next fall on the Lamar Campus. The pothole project in Bryan is complete and they are looking into establishing a Student Government office in Bryan. In Brenham, they are working on a project in the Cove and the Student Government Office. Sherwin Williams is donating the paint to touch-up the Baseball Field fence. There has been a lot of interest in on-campus housing and management for the Brenham Campus generated since November 12, 2008. The Administration will explore the options and include Board members in the discussions.

- **SCHOLASTIC PROBATION OR SUSPENSION**

Ms. Maass reviewed the Scholastic Probation and Suspension Policies as well as the proposed options of: 1) Below 1.5 Cumulative Grade Point Average and they are suspended; 2) Summer Classes count; and 3) Repeat Classes count. Dr. Zuch presented data related to probation and suspension and responded to questions from the Board. Ms. Julie Maass and Dr. Michel Zuch presented this information in the form of two handouts (a copy of both handouts is attached and made a part of these *Minutes*).

- **TRAVEL TO 2008 NJCAA FOOTBALL BOWL GAME**

Dr. Holt announced that the Football team won the conference and will be going to Copperas Cove to the Heart of Texas Bowl on December 6, 2008.

#### **ITEM 19. ADMINISTRATIVE ANNOUNCEMENTS**


There were no administrative announcements.

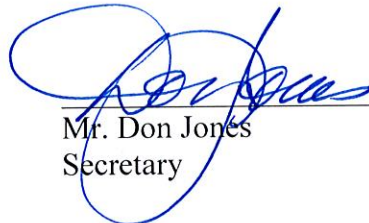
#### **ITEM 20. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)**

The Board decided not to hold the closed session.

#### **ITEM 24. ADJOURNMENT**

On a motion by Mr. Jones, seconded by Mr. Westbrook, the Meeting was adjourned at 8:20 p.m.

  
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 Mr. Atwood C. Kenjura  
 President

  
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 Mr. Don Jones  
 Secretary