

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

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

Regular Meeting, Tuesday, May 19, 2009, 7 p.m.

The Board of Trustees convened at 7 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. 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. Cathy Kemper, Dean of Institutional Effectiveness and Accreditation; Dr. Donald E. Voelter, Chancellor; Mr. Tom Brazzel, Dr. Bob Brick, Ms. Karen Buck, Mr. Tex Davis, Ms. Jeri Dulaney, Ms. Linda Flynn, Mr. Brad Franchione, Mr. Grady Hendricks, Mr. Ted Hajovsky, Mr. Bobby Henrichsen, Ms. Kristina Janes, Ms. Julie Maass, Mr. Richard O'Malley, Dr. Milton Radke, Mr. Jeff Tilley, Mr. Daniel Villanueva, Ms. Ann Weir, Mr. Michael Welch, Ms. Christine Wied and Dr. Michel Zuch.

Also registered as in attendance were: Mr. Chris Coffman, City of Sealy; Mr. Brad Cutright, Cutright and Allen Architects, Inc.; Ms. Stephanie Lewis, Blinn Brenham Student Government; Ms. Kim Meloneck, City of Sealy; Mr. Alan Nieschwietz, *Brenham Banner-Press*; Mr. Charles Thielemann; and Mr. Frank Wagner, KTTX-KWHI.

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 Dr. Holt.

ITEM 2. PUBLIC COMMENT

Mr. Charles Thielemann complimented Jeri Dulaney on the Sealy Campus enrollment increase and distributed a letter to the Blinn Trustees outlining his suggestions (a copy of that letter is attached and made a part of these *Minutes*). He said that Blinn College's accounting has not credited the Sealy Campus with the proper revenue. Mr. Thielemann asked the Board to increase the pay to be more fair for the instructors. He also asked the Board to consider owning space for the Sealy Campus rather than renting.

Mr. Chris Coffman, Sealy City Manager, thanked the Board for investing in Sealy by having a campus there. He offered support for the Blinn College Sealy Campus from the City of Sealy.

Ms. Stephanie Lewis, 2009-2010 Blinn Brenham Student Government President, announced the Student Government Officers; and Mr. Jarrett Skelton and Ms. Carrie Schmidt as Mr. and Ms. Buccaneer. Ms. Lewis provided a year-end review of the Blinn College Student Government Association.

ITEM 3. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING APRIL 30, 2009

Dr. Van Miller reviewed the financials for the period ending April 30, 2009 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). Dr. Miller responded to questions from the Board.

CONSENT AGENDA ITEMS:

ITEM 4. REVIEW AND ACTION TO APPROVE MINUTES FOR THE APRIL 21, 2009, REGULAR MEETING

ITEM 5. REVIEW AND ACTION TO AUTHORIZE THE WASHINGTON COUNTY APPRAISAL DISTRICT TO ACCEPT A BID OF \$4,000.00 FOR PROPERTY LOCATED AT 17521 BROWN TAVERN ROAD, PROPERTY ACCOUNT NUMBER R11453

ITEM 6. REVIEW AND ACTION TO AUTHORIZE THE WASHINGTON COUNTY APPRAISAL DISTRICT TO ACCEPT A BID OF \$8,500.00 FOR PROPERTY LOCATED AT 209 JOSEPH, PROPERTY ACCOUNT NUMBER R20815

ITEM 7. REVIEW AND ACTION TO REVISE BOARD POLICIES:
(A) DEC (LOCAL): COMPENSATION AND BENEFITS - LEAVES AND ABSENCES
(B) CAK (LOCAL): APPROPRIATIONS AND REVENUE SOURCES - INVESTMENTS

ITEM 8. REVIEW AND ACTION TO ACCEPT GIFT OF A SCULPTURE TO THE COLLEGE

ITEM 9. REVIEW AND ACTION TO ACCEPT GIFT OF OFFICE PROPERTY AND VEHICLE TO THE COLLEGE

ITEM 10. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO SEEK AND AWARD REQUESTS FOR PROPOSALS (RFP) FOR RECRUITING VIDEOS TO BE COMPLETED DURING THE 2008-2009 AND 2009-2010 FISCAL YEARS

ITEM 11. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION PERMISSION TO AWARD A WRITTEN QUOTATION FOR AN ELECTRONIC MARQUEE SIGN ON THE BRENHAM CAMPUS

ITEM 12. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO APPROVE A CHANGE ORDER FOR A REVISED BRYAN CAMPUS PARKING LOT PLAN

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to approve **CONSENT AGENDA ITEMS 4-7(A) and 8-12: ITEM 4** - the Minutes for the April 21, 2009, Regular Meeting; **ITEM 5** - to Authorize the Washington County Appraisal District to Accept a Bid of \$4,000.00 for Property Located at 17521 Brown Tavern Road, Property Account Number R11453 (a copy of the bid and related documents are attached and made a part of these *Minutes*); **ITEM 6** - to Authorize the Washington County Appraisal District to Accept a Bid of \$8,500.00 for Property Located at 209 Joseph, Property Account Number R20815 (a copy of the bid and related documents are attached and made a part of these *Minutes*); **ITEM 7 (A)** - to Revise Board Policy *DEC (Local): Compensation And Benefits - Leaves And Absences* (a draft of the revised policy is attached and made a part of these *Minutes*); **ITEM 8** - to Accept Gift of a Sculpture to the College (a picture of the sculpture is attached and made a part of these *Minutes*); **ITEM 9** - to Accept Gift of Office Property and Vehicle to the College (a memo, conveyance and release agreement and list of items donated are attached and made a part of these *Minutes*); **ITEM 10** - to Authorize the Administration to Seek and Award Requests For Proposals (RFP) for Recruiting Videos to be Completed During the 2008-2009 and 2009-2010 Fiscal Years; **ITEM 11** - to Authorize the Administration Permission to Award a Written Quotation for an Electronic Marquee Sign on the Brenham Campus (a quotation from Daktronics and spec sheet from Momentum Signs are attached and made a part of these *Minutes*); **ITEM 12** - to Authorize the Administration to Approve a Change Order for a Revised Bryan Campus Parking Lot Plan as presented by the Administration (a copy of the change order is attached and made a part of these *Minutes*).

ITEM 7 (B) was discussed separately by Dr. Miller who explained the purpose of the change in policy. Mr. Toubin expressed his desire for the President to continue to review and sign the monthly statements.

On a motion by Mr. Toubin, seconded by Dr. Boehm, the Board voted to approve **CONSENT AGENDA ITEM 7 (B)** - to Revise Board Policy *CAK (Local): Appropriations And Revenue Sources - Investments* as presented by Administration with the amendment that the College President continue to review and sign the monthly investment statements (a draft of the revised policy is attached and made a part of these *Minutes*).

OTHER ACTION ITEMS:

ITEM 13. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO ENTER INTO FORMAL DISCUSSIONS WITH BRENHAM INDEPENDENT SCHOOL DISTRICT RELATED TO THE POSSIBILITY OF UTILIZING CUB STADIUM FOR BLINN COLLEGE FOOTBALL GAMES BEGINNING WITH THE 2010 SEASON

Dr. Miller reviewed historical discussions with Brenham Independent School District on sharing a football stadium. Dr. Miller made it clear that at this point, all that is being asked is to begin discussions to explore the possibilities of a partnership. Dr. Miller discussed the primary cost of such a partnership which would mainly include a portion of synthetic turf. Mr. Kenjura asked Coach Brad Franchione his opinion on the matter. Coach Franchione said that he is open

to various possibilities but was not opposed to taking this first step. Mr. Jones commented on the positive aspects of entering into discussions with Brenham Independent School District. Discussion took place regarding the current conditions of Spencer Stadium.

On a motion by Mr. Westbrook, seconded by Dr. Boehm, the Board voted to authorize the Administration to enter into Formal Discussions with Brenham Independent School District relating to the possibility of utilizing Cub Stadium for Blinn College Football Games beginning with the 2010 season as presented by the Administration.

ITEM 14. REVIEW AND ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE DUAL CREDIT TUITION AND FEES OPTIONS WITH INDIVIDUAL SCHOOL DISTRICTS

Dr. Miller discussed Dual Credit enrollment at Blinn College. He reviewed the current dual credit model as well as the possibilities arising with technical dual credit. Dr. Miller reviewed House Bill 2480 and the possible impact on Blinn (a copy of the House Bill is attached and made a part of these *Minutes*). He asked for the flexibility to tailor agreements for dual credit with various Independent School Districts. He then reviewed various examples of possible agreements that could be negotiated with the various ISDs. Dr. Miller responded to questions from the Board.

On a motion by Mr. Toubin, seconded by Mr. Westbrook, the Board voted to authorize the Administration to negotiate dual credit tuition and fees options with individual School Districts as presented by the Administration.

ITEM 15. REVIEW AND ACTION TO SEEK AND AWARD REQUESTS FOR PROPOSALS (RFP) FOR REPLACEMENT POLICE VEHICLE

Dr. Miller reviewed the plan to lease police vehicles and the Enterprise Leasing insurance requirements, which are cost prohibitive. Dr. Miller requested authorization to seek and award requests for proposals for a replacement police vehicle for one that is in need of substitution.

On a motion by Mr. Westbrook, seconded by Dr. Boehm, the Board voted to authorize the Administration to Seek and Award Requests for Proposals for a replacement police vehicle as presented by the Administration.

ITEM 16. REVIEW AND ACTION TO AWARD REQUEST FOR PROPOSAL (RFP) 072 FOR MIGRATION OF THE STUDENT PORTAL; *CAMPUS ONLINE*; AND THE ACCOUNTS RECEIVABLE, FINANCIAL AID AND STUDENT MODULES FROM SUNGARD BI-TECH TO SUNGARD BANNER

Ms. Christine Wied reviewed the need for new student software as well as a timeline for the project. She discussed the investment benefits and how they tie into Blinn's Institutional Goals. Mr. Jones inquired about the implementation timeline. Ms. Wied explained the reasons why implementation is such a lengthy process. Mr. Toubin complimented Ms. Wied on the Request for Proposal process and inquired if less staff would be needed, to which she responded no. Dr. Miller reviewed the cost of the project with the Board. Dr. Miller estimates that in Fiscal Year 2008-2009, expenses will be \$1,473,496.00; in Fiscal Year 2009-2010, expenses will be \$1,269,750.00; and in Fiscal Year 2010-2011, expenses will be \$580,808.00. He also reviewed financing options. Dr. Miller recommended that the College pay cash rather than financing. He

reviewed the estimated cost on other capital improvement projects. Dr. Miller reviewed possible sources for funding and responded to questions from the Board.

On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to award the Request for Proposal (RFP) 072 for the Migration of the Student Portal; Campus Online; and the Accounts Receivable, Financial Aid and Student Modules from SunGard Bi-Tech to SunGard Banner as presented by the Administration.

**ITEM 17. REVIEW AND ACTION TO AWARD REQUEST FOR PROPOSAL (RFP)
075 FOR THE PURCHASE, INSTALLATION AND SUPPORT OF A CALL
CENTER APPLICATION**

Mr. Michael Welch reviewed the Request for Proposal process and the history of the Blinn College telephone system. Mr. Welch explained that the call center application would better assist Managers monitor the efficiency of employees and provide enhanced customer service to the students. He reviewed the proposal cost and advised that all items are budgeted. Mr. Welch recommended that the Request for Proposal (RFP) 075 be awarded to Shared Technologies for \$92,342.00.

**ITEM 18. REVIEW AND ACTION TO AWARD REQUEST FOR PROPOSAL (RFP)
076 FOR A BLINN COLLEGE NORTEL MERIDIAN UPGRADE,
SERVICE AND SUPPORT**

Mr. Welch recommended that a system upgrade not take place at this time. He feels that the College will be fine for the next three years for service and support as long as the maintenance contract is renewed. Mr. Welch reviewed the proposal costs and recommended awarding the Request for Proposal (RFP) 076 to Shared Technologies for \$51,359.00 for a three year maintenance contract.

On a motion by Mr. Westbrook, seconded by Mr. Lange, the Board voted to award Request for Proposal (RFP) 075 [ITEM 17] for the purchase, installation and support of a call center application and Request for Proposal (RFP) 076 [ITEM 18] for a three year maintenance contract of the telephone system both to Shared Technologies for \$92,342.00 for the call center and \$51,359.00 for the three year maintenance contract as presented by the Administration.

Mr. Jones asked Dr. Miller if SunGard had been checked for financial difficulty or bankruptcy. Dr. Miller stated they have had trouble but he feels comfortable with them.

REPORTS, ANNOUNCEMENTS AND OTHER NON-ACTION ITEMS:

ITEM 19. REPORTS:

- **BUILDINGS AND GROUNDS**

Mr. Richard O'Malley thanked the Board on behalf of the Ex-Students Association for their action on the electronic marquee sign at the Student Center on the Brenham Campus, which should be constructed and operational in approximately seven to eight weeks. He also reported on the progress of the Technical Education Center and said it is on schedule for an early November completion. Mr. O'Malley advised the Board of the upcoming summer projects for

the Brenham Campus, which includes touch up paint, minor repairs and warranty work for various buildings (Student Center, Dorms, Apartments, Library, Heinke Gym, O'Donnell Center and Academic Buildings). Mr. O'Malley also reported on the progress of the Bryan Campus Parking Lot improvements. He advised the project is on schedule with 25% of the CPC area poured and they have started the seal coat and striping phase of the existing lot. The Administration and Classroom remodeling project on the Bryan Campus is in the bid process. Mr. O'Malley reported limited exposure for environmental hazards on the Brenham and Bryan projects. The new Workforce Building has been rented on Highway 60 in Bryan and ready for move in June 1st. Mr. O'Malley also reported working on permit issues with the location of the modular building proposed for the Bryan Campus.

- **ENROLLMENT AND HOUSING OCCUPANCY FOR MAY
MINIMESTER AND SUMMER I**

Ms. Julie Maass reviewed the enrollment for the May Minimester and Summer I sessions (copies of the enrollment for the May Minimester and Summer I sessions are attached and made a part of these *Minutes*). She reported a 100 student increase for the May Minimester. Ms. Maass said Summer I registration is still in progress, but anticipates equal enrollment or an increase from 2008.

Dean Ann Weir reviewed the housing numbers for the May report and the preliminary numbers for the Summer I session (copies of the housing reports for the May Minimester and Summer I sessions are attached and made a part of these *Minutes*).

- **SEALY CAMPUS UPDATE**

Ms. Jeri Dulaney thanked the Board as well as the Administration and community for their support. She discussed her personal commitment as well as the Sealy Campus' commitment to the Sealy community. Ms. Dulaney discussed enrollment increases and workforce training. She also reviewed the Sealy Campus revenues and expenses. Ms. Dulaney distributed a packet of information highlighting the progress of the Sealy Campus (a copy of this packet is attached and made a part of these *Minutes*).

ITEM 20. ADMINISTRATIVE ANNOUNCEMENTS

Dr. Holt announced the following:

A) Annie Belle Schwartz Memorial Scholarship (a copy of the description of the scholarship is attached and made a part of these *Minutes*).

B) Upcoming Events:

- 1) Washington County Chamber Forum, June 5, 2009.
- 2) Community College Association of Texas Trustees Annual Meeting and Legislative Results Review, June 13, 2009.
- 3) Budget Workshop, June 8, 2009 at 5:30 p.m.
- 4) Regular June Board Meeting, June 16, 2009.

The meeting was recessed for a break at 9:05 p.m.

ITEM 21. RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for a closed session at 9:20 p.m.

CLOSED SESSION:

ITEM 22. 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 23. RECONVENE PUBLIC SESSION

The public session was reconvened at 11:22 p.m.

ADDITIONAL ACTION ITEMS:

ITEM 24. 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 renew Faculty contracts on one-year and two-year contracts for the 2009-2010 and 2010-2011 school years.

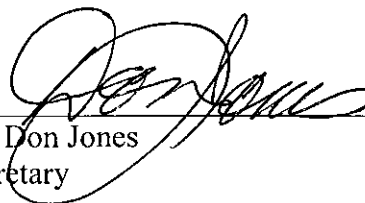
On a motion by Dr. Boehm, seconded by Mr. Westbrook, the Board voted to employ new Faculty and Professional Staff on one-year contracts for the remainder of the current school year and the 2009-2010 school year (a copy of the list of persons employed is attached and made a part of these *Minutes*).

ITEM 25. ADJOURNMENT

On a motion by Mr. Lacina, seconded by Mr. Westbrook, the Meeting was adjourned at 11:24 p.m.



Mr. Atwood C. Kenjura
President



Mr. Don Jones
Secretary