

## MISSION STATEMENT

Brazosport College exists to improve quality of life by providing certificate, associate and baccalaureate degree programs, academic transfer programs, workforce development, and cultural enrichment in an efficient and cost-effective manner. The Board, faculty and staff are committed to student success and lifelong learning by responding to student needs, creating a dynamic learning environment, and enriching our communities.

November 17, 2014

Board of Regents  
Brazosport College

Members of the Board:

A Regular Meeting of the Brazosport College Board of Regents is scheduled for Monday, November 17, 2014, at 6:30 PM, in Room 104, in the Brazosport College Corporate Learning Center, located in Lake Jackson, Texas.

The agenda is as follows:

1. Roll Call
2. Invocation
3. Approval of Minutes

October 20, 2014

4. Communications

None

5. Audience to Patrons and Petitions

None Scheduled

6. Information Items

A. Enrollment Reports

1. Community Education Courses. The Director, Community Education, provides the attached enrollment numbers for the Community Education

Program for the month of October 2011-2014.

2. Center for Business/Industry Training. The Director, Center for Business/Industry Training, provides the attached enrollment and participant hours for October 2014.

B. Report of Taxes Collected. Attached is the report of taxes collected for the month of October 2014.

C. Report of Unfilled Positions. The Vice President, Human Resources, provides the attached report on vacant positions that are currently being advertised.

D. Approval of New Teachers for Community Education Program. The Director, Community Education, provides the attached report on new teachers for the Community Education Program.

The President, under authority granted by the Board, has approved this recommendation.

E. Spring 2015 Community Education Schedule. The Director, Community Education, provides the attached recommendation of courses and teachers for the Community Education Program for the Spring 2015 semester.

The President, under authority granted by the Board, has approved this recommendation.

F. Fund Development Report. The Vice President, College Advancement, provides the attached report on fund development activities of the Brazosport College Foundation for the months of October - November 2014.

G. Annual Library Report. The Director, Library Services, provides the attached Annual Library Report for 2013-2014.

H. Annual Employee Development Center Report. The Director, Employee Development Center, provides the attached Annual EDC Report for 2013-2014.

I. Annual Energy Report. The Director, Facility Services, provides the attached

report on the college's annual energy use for the period of September 2013 through August 2014.

- J. Grant Administration Annual Report. The Director, Grant Administration, provides the attached Annual Report for 2013-2014.
- K. SACS Reaffirmation Update. The Dean of Planning, Institutional Effectiveness, and Research, provides the attached update on the SACS 2016 reaffirmation process.
- L. December 2014 and January 2015 Board Meetings. The December meeting of the Board of Regents is scheduled for Wednesday, December 10, 2014, at 12:30 p.m. preceded by the annual holiday luncheon at 11:30 a.m. The January 2015 meeting of the Board of Regents is scheduled for Tuesday, January 20, 2015, at 6:30 p.m.
- M. Annual Board Workshop Meeting Dates. The annual Board Workshop is scheduled for Friday afternoon, and Saturday, February 6-7, 2015.
- N. Festival of Carols. The 2014 Festival of Carols begins on Friday, December 5th at 7:30 p.m. with a concert featuring Rosanne Cash. Tickets are available from the *The Clarion*. On December 6th at 7:30 p.m., the Brazosport Choral Union will perform featuring a local high school choir (confirmation pending). *We Three Bands*, a concert featuring holiday music by the combined community bands from Alvin Community College, College of the Mainland, and Brazosport College, will take place at 4:00 p.m. on December 7th. The Festival of Carols will conclude on December 14th at 2:30 p.m. with a concert at *The Clarion*. The show will feature the Brazosport Symphony Orchestra. Tickets are available from *The Clarion*.
- O. BC Foundation Annual Holiday Meeting. The BC Foundation Annual Holiday meeting is scheduled for Friday, December 12, 2014, at 6:30 p.m. The meeting will be at the home of Mrs. Doris Williams, 209 Teakwood, Lake Jackson, TX. Board of Regents and their guests are invited. Invitations will follow.
- P. 2015 Board of Trustees Institute. The 2015 Board of Trustee Institute for Achieving the Dream has been set for March 26 – 28, 2015, in Santa Fe, New Mexico. The institute is designed to share knowledge and practices that contribute to effective governance to close achievement gaps and improve student success

and completion. Two members of the Board of Regents are invited to attend in addition to Dr. Millicent Valek, President. Reservations are to be made through Serena Andrews, Vice President, College Advancement.

- Q. 2015 Career Fair. Brazosport College will host its annual Career Fair on Tuesday, April 7, 2015. The event serves approximately 1,700 juniors from the Angleton, Brazosport, Columbia-Brazoria, Danbury, and Sweeny Independent School Districts. A variety of activities that are designed to provide career and educational information will be provided through this cooperative effort between Brazosport College, the ISD's, business industry, and civic organizations. This year marks the 22nd time Brazosport College has hosted this very unique and exciting event.
- R. Counselor/Administrator Dinner. The annual Counselor/Administrator Dinner is scheduled for Thursday, April 16, 2015, at 6:00 p.m., at the Dow Academic Center. The dinner and program provide a forum for conveying appreciation for the work of ISD administrators and counselors who collaboratively work with Brazosport College in efforts to support college readiness and student success. College Board of Regents members are invited as guests of the College.
- S. 2015 Commencement. Commencement exercises for the 2014-2015 academic year are scheduled for Saturday, May 9, 2015, in the Dow Academic Center. In order to accommodate the increasing number of graduates and their families, two ceremonies are scheduled to begin at 10:00 a.m. and 2:00 p.m. Each ceremony will have a reception for graduates immediately following. The college will host a lunch for faculty, staff, commencement guests, and board members in between the ceremonies.
- T. Crafts Academy Update. Work continues on M and L wings as follows.
- The punch list should be complete by November 17, 2014.
  - The Certificates of Occupancy are in the process of being secured.
- U. Policy Review. At the Board Workshop on February 13-14, 2009, Regents initiated a systematic review of Board policy. It was suggested that a number of Board policies be included for review as part of each monthly agenda. Questions regarding the referenced policies may be addressed to the President prior to the meeting for clarification and/or discussion.

The attached policy, CHA (Legal), is presented for the Board's information.

V. Brazosport College Calendar of Events. The calendar of events for November 20, 2014-January 31, 2015, is attached.

7. Reports/Presentations

A. Outline for Development of Agenda for February 6-7, 2014, Board Workshop. Attached is a draft agenda for the annual Board Workshop scheduled for February 6-7, 2015.

It would be appropriate for the Board to review this draft and make suggestions for additions or changes.

B. President's Report.

- ACCT Leadership Conference
- College Update
- Naming Tribute: Freeport LNG Crafts Academy

8. Unfinished Business

A. Request for Approval of Modifications to 2014 Objectives and Vision 2020. In April of 2014, the Board adopted 2014 objectives as part of Vision 2020. As in previous planning cycles, staff have the opportunity to make changes to objectives. Modifications to 2014 objectives primarily reflect losses in staffing and the extra time needed to complete SACS reaffirmation work. In addition to these changes, Vision 2020 has been updated to include objectives through the 2018 fiscal year. The attached updated Vision 2020 document is presented for consideration.

It would be appropriate for the Board to consider the request for approval of modifications to 2014 objectives and inclusion of objectives through 2018 for Vision 2020.

B. Board Policy CAK (Local). Board policy CAK (Local), is presented for the Board's consideration. Board policy provides that additions or revisions to policies are to be presented at one meeting and adopted at a subsequent meeting.

The attached policy is presented for second reading.

It would be appropriate for the Board to approve the revisions.

- C. Board Policy AD (Local) and GF (Local). Board policies AD (Local) and GF (Local), attached, are presented for the Board's consideration. Board policy provides that additions or revisions to policies are to be presented at one meeting and adopted at a subsequent meeting.

The attached policies are presented for second reading.

It would be appropriate for the Board to consider approval of these policies.

9. New Business

- A. Approval of Spring 2015 Tuition and Fees for Community Education. The Vice President, Industry and Community Resources, recommends changes in tuition and fees for the Community Education Program for the Spring 2015 semester.

It would be appropriate for the Board to approve the attached 2015 tuition and fees for Community Education as recommended.

- B. Approval for Course Fees. Attached is a communication from the Vice President of Academic and Student Affairs recommending course fees for specific courses.

The President recommends approval of the course fees.

It would be appropriate for the Board to approve the course fees as submitted.

- C. Tuition Rate Increase. Attached is a presentation from the Vice President, Financial Services and CFO, illustrating the effect of proposed tuition and fee increases for credit courses. The proposed changes would be effective beginning with the fall 2015 semester.

Also attached is a communication from the Vice President, Financial Services and CFO, recommending the tuition and fee increases beginning with the fall 2015 semester. The President recommends approval of the tuition and fee increases.

It would be appropriate for the Board to approve the proposed tuition and fees.

- D. Competitive Sealed Proposal to Construct the Welding Center and the L & M Wing Canopy. October 30, 2014, responses to our request for Competitive Sealed Proposals (CMB (Legal)) were received for the construction of the Welding

Center and L & M Wing Canopy project. Proposals were received from Teal Construction, Houston, TX (\$3,887,000) and from Construction Masters of Houston, Pearland, TX (\$3,730,000). Both firms estimated it would take 300 days to complete the project. Construction Masters of Houston, Pearland, Texas was scored higher on the qualifications survey and was also the low bidder at \$3,730,000.

It would be appropriate for the Board to authorize the President to execute a contract with Construction Masters of Houston, Pearland, Texas for construction of the Welding Center and Canopy Project.

- E. Consider Finance Plan. The Vice President, Financial Services and CFO, will discuss a master lease financing option for the Welding Building to provide interim funding in advance of campaign pledge receipts.

It would be appropriate for the Board to authorize the President to negotiate a master lease option for interim financing for the Welding Building.

- F. 2015-2016 College Calendar Recommendation. Attached is the 2015-2016 college calendar recommended by the Vice President, Academic and Student Affairs.

The President recommends approval of the college calendar.

It would be appropriate for the Board to approve the college calendar as submitted.

- G. Personnel.

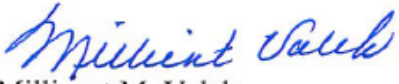
1. Contract. Melissa Blanks, Shared Academic Advisor for Brazosport College, Columbia-Brazoria ISD, and Sweeny ISD has been reclassified as Shared Counselor. The contract period for 2014-2015 academic year is November 17, 2014, through July 14, 2015, contingent upon continuation of the partnership between the educational partners.

The President joins in this recommendation, and it would be appropriate for the Board to approve the contract for the period and conditions identified.

- H. Financial Report and Bills Paid. The financial report for October 2014 is attached. It is recommended that the Board accept the financial report and

approve the bills paid.

Sincerely,



Millicent M. Valek

President