

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.

April 20, 2015

Board of Regents
Brazosport College

Members of the Board

A Regular meeting of the Brazosport College Board of Regents is scheduled for Monday April 20, 2015, at 6:30 PM, in Room 104, following a Budget Study Session at 5:30 PM, in Room 107, in the Brazosport College Corporate Learning Center, located in Lake Jackson Texas.

1. Roll Call
2. Invocation
3. Approval of Minutes
4. Communications
5. Audience to Patrons and Petitions
6. Informational Reports
 - 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 March 2012-2015.
 2. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the attached enrollment and participant hours for March 2011-2015.
 - B. Report of Taxes Collected. Attached is the Brazoria County Tax Collector Monthly Report for March, 2015.
 - 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. Attached is a communication from the Director, Community Education, reporting on new teachers for the Community Education Program.

- E. Fund Development Report. The Vice President, College Advancement, provides a report on fund development activities of the Brazosport College Foundation for the months of March - April 2015.
- F. Carl D. Perkins Grant Amendment. The Texas Higher Education coordinating Board has approved a budget increase for the Carl D. Perkins Grant for FY 2014-2015. Attached is a memo from Director, Business Services, requesting approval for this change.

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

- G. Distinguished Student Ceremony. Brazosport College annually recognizes up to 20 students who are selected through a college-wide nomination process as distinguished students. The 2014-2015 Distinguished Student Awards Ceremony will be held April 22, 2015, at 12:30 p.m., in The *Clarion*. College Board of Regents members are invited as guests of the College.
- H. Gator Grab Auction/Gator Day. The annual Gator Grab Auction is scheduled for Thursday, April 23, 2015, from 10:00 a.m.–1:00 p.m., in the Student Pavilion. The event is to raise funds for scholarships and is held in conjunction with Gator Day which is sponsored by Student Life.
- I. ADN Pinning Ceremony. The ADN Pinning Ceremony will be held on Thursday, May 7, 2015, at 6:00 p.m., in The *Clarion*.
- J. Law Enforcement Academy Graduation. The Law Enforcement Academy Graduation is scheduled for Friday, May 8, 2015, at 6:00 p.m., in The *Clarion*.
- K. Community Education Graduation. Community Education Graduation ceremonies for students completing Adult Basic Education and Workforce Programs will be held on Thursday, May 14, 2015, at 6:00 p.m., at The *Clarion*.
- L. ACCT Leadership Congress 2015. The 46th Annual ACCT Leadership Congress is scheduled for October 14 – 17, 2015, in San Diego, CA. The theme for the Congress is High Expectations: The New Community College Model. Registration for the conference is now open and is to be made through Serena Andrews, Vice President, College Advancement. Two members of the Board of Regents are encouraged to attend with Dr. Millicent Valek, President.
- M. CCATT Conference. The CCATT Annual Conference Trustee Leadership will be held on Friday & Saturday, June 5-6, 2015, in San Antonio, TX at the Westin Riverwalk San Antonio. Registration for the conference is now open and is to be made through Serena Andrews, Vice President, College Advancement. Two members of the Board of Regents are encouraged to attend with Dr. Millicent Valek, President.
- N. SACS Reaffirmation Update. The Dean of Planning, Institutional Effectiveness and Research, provides the attached update on the SACS 2016 reaffirmation process.
- O. Bookstore Performance. Attached is a communication from the Vice President, Administrative Services, relating to the performance of Texas Book Company's management of our bookstore over the past year. The material is provided for your

information.

- P. Construction Update. Rain delays were experienced during earlier parts of the project. The following is now underway:
- The earthwork for the slab is complete and includes concrete reinforced by steel bars in major load locations of the slab.
 - All underground, under slab plumbing is in place.
 - Underground, under slab electrical work is scheduled to begin prior to the Board meeting.
 - A meeting was held on April 8, 2015, with engineers from Center Point Energy, the contractor's superintendent, the structural engineer, Frank Hickl, and Fred Scott to confirm the location of power poles for above ground electrical lines, the path of the underground line, and the concrete pad mounted transformer, which was required prior to the electrical subcontractor beginning work.
 - The 18" storm drain that serves the new building and its parking lot is in place underground.
- Q. 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, CI (Legal), is presented for the Board's information and also can be found at: [http://pol.tasb.org/Policy/Download/215?filename=CI\(LEGAL\).pdf](http://pol.tasb.org/Policy/Download/215?filename=CI(LEGAL).pdf)

- R. Brazosport College Calendar. The Brazosport College Calendar for April 22 – August 2, 2015.

7. Reports and Presentations

- A. Endowment Investment Update. Mr. Chris Sheets, Bernstein Global Wealth Management, will provide information on the performance and allocation of the College endowment funds which is included in a separate exhibit.
- B. Student Senate/Student Life/Intramural Reports. Representatives from Student Government, the Student Life Board, and Intramurals will provide information on their 2014-2015 goal accomplishments as well as an update on events and activities held during this last academic year.
- C. 2015 Commencement Ceremony. Serena Andrews will provide an update to the Board of Regents regarding the commencement ceremony for the 2014-2015 academic year scheduled for Saturday, May 9, 2015, in the Dow Academic Center. Mrs. Debra Grandjean, Brazosport College Distinguished Alumnus 2005, will be commencement speaker. 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.
- D. President's Report
- Board of Trustees Institute

- Legislative Update
- College Update

8. New Business

- A. Mission, Vision and Core Values. At the annual Board Workshop, the Mission, Vision and Core Values were discussed. The general consensus was that these statements were relevant to college initiatives and no revisions were proposed. The current Mission, Vision and Core Values are attached.

It would be appropriate for the Board to confirm the Brazosport College Mission, Vision and Core Values.

- B. Vision 2020. Revisions and updates for Vision 2020 are presented to the Board as part of the annual planning process. Input for these proposed changes and additions were gathered from the annual Board Workshop, the college community, and the Planning and Institutional Effectiveness Council. The attachments include an Executive Summary of proposed changes and updates to Vision 2020.

It would be appropriate for the Board to consider approval of the revision and updates to Vision 2020.

- C. Board Policy Revision- DED (Local). The Vice President, Human Resources, recommends revisions to Policy DED (Local) – Compensation and Benefits - Vacations and Holidays. Board policy provides that additions or revisions to policies are to be presented at one meeting and adopted at a subsequent meeting. Attached is a copy of the policy, with existing policy language appearing as regular text, deleted language appearing with a line through it, and new language underlined.

Revisions to this policy are presented for first reading.

- D. Board Policy Revision- DEB (Local). The Vice President, Human Resources, recommends revisions to Policy DEB (Local) – Compensation and Benefits - Fringe Benefits. Board policy provides that additions or revisions to policies are to be presented at one meeting and adopted at a subsequent meeting. Attached is a copy of the policy, with existing policy language appearing as regular text, deleted language appearing with a line through it, and new language underlined.

Revisions to this policy are presented for first reading.

- E. Job Order Contractors. Attached is a communication from the Vice President, Administrative Services, proposing approval of the contractors to be used for the next two years for repair and renovation projects that are less than \$500,000 in scope. Staff reviewed qualifications and references on the companies listed. All firms agreed to carry the appropriate insurance needed to enter into a contract with the College on a job order project of less than \$500,000.

It would be appropriate for the Board to approve the Job Order Contractors as recommended by the President.

- F. Sale of Property Held in Trust. Attached is a communication from the Brazoria County Tax

Office containing a recommendation from the Property Tax Resale Committee of Brazoria County for the sale of property held in trust by Brazoria County (Account No. 7430-0421-000).

It would be appropriate for the Board to approve the Properties Held in Trust.

G. Financial Statements. The financial report for March 2015 is included as a separate exhibit.

It is recommended that the Board accept the financial statement.

Should additional information or explanations be desired, please contact me.

Sincerely,



Millicent Valek
President