

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.

August 17, 2015

Board of Regents
Brazosport College

Members of the Board:

A Regular Meeting of the Brazosport College Board of Regents is scheduled for Monday, August 17, 2015, 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
4. Communications
5. Audience to Patrons and Petitions
6. Informational Reports
 - A. Enrollment Reports
 1. Credit Students. Enrollment information for the Summer II 2015 semester is attached.
 2. Dual Credit and Concurrent Enrollment Report. The Registrar's Office reports the attached dual credit and concurrent enrollment for the Summer II 2015 semester.
 3. Community Education Courses. The Director, Community Education, provides

the attached enrollment numbers for the Community Education Program for the months of June and July, 2012-2015.

4. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the attached enrollment and participant hours for June and July, 2011-2015.

- B. Report of Taxes Collected. Attached is the Brazoria County Tax Collector Monthly Report for the months of June and July of 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 two new teachers for the Community Education Program.

- E. Adjunct Credit Teachers, Summer II 2015. The Vice President, Academic and Student Affairs, recommends approval of adjunct teachers in the attached memo for 2015 Summer II semester credit courses. Each of the teachers is qualified in the area of assignment.

- F. Fund Development Report. The Vice President, College Advancement, provides a report on fund development activities of the Brazosport College Foundation for the months of June, July and August 2015.

- G. Transitional Education Program (TEP) Annual Report. The Interim Dean of Instruction provides the attached update on activities of the Student Success Center for the past year.

- H. Fall 2015 Convocation Update. Fall 2015 Convocation Week will be held August 17-21, 2015. In addition to a robust set of professional development programs centered on creating learner-centered classroom environments, this year's convocation will focus on the College's Quality Enhancement Plan (QEP): ACE it. Members of the QEP Committee will present a motivational and informational presentation on the purpose, components, and expected outcomes of ACE it. Participants will engage in table exercises to gain knowledge of the newly introduced ACE it program.

- I. Scholarship Soiree. The next biennial Scholarship Soiree, "Soiree by the Sea", will be held on Friday, September 25, 2015, 7:00 p.m.-11:00 p.m., at the Dow Academic Center. The Dow Chemical Company will be the presenting sponsor as a part of

their 75th Anniversary Celebration, with Earl and Zee Shipp as Honorary Chairs. Ryan and Courtney Birdsong will be the event chairs. The entertainment for the evening will be provided by “The Grooves”, along with dinner music provided by Leo Polk’s quartet.

- J. 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. Roland Hendricks will attend with Dr. Millicent Valek, President and Dr. Lynda Villanueva, Vice President, Academic & Student Affairs.
- K. SACS Reaffirmation Update. The Dean of Planning, Institutional Effectiveness and Research, provides the attached update on the SACS 2016 reaffirmation process.
- L. Johnson Controls Project Development Agreement (PDA). Attached is a PDA from Johnson Controls, Inc. (JCI) to perform a study of potential energy savings as required by Local Government Code, Chapter 302. If the results of the PDA achieve savings and the College enters a performance contract with JCI, the \$95,000 cost of the PDA will be rolled into the performance contract, which is to be covered by energy cost savings. Staff has interviewed several colleges and universities where considerable savings were achieved by JCI. Upon completion of the study, results of the PDA will be presented to the Board for consideration prior to entering or rejecting a performance contract.
- M. Construction Update. Attached is the Construction Update from the Vice President of Administrative Services.
- N. 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 CK (Legal) is presented for the Board's information and also can be found at: [http://pol.tasb.org/Policy/Download/215?filename=CK\(LEGAL\).pdf](http://pol.tasb.org/Policy/Download/215?filename=CK(LEGAL).pdf)

- O. Brazosport College Calendar. The Brazosport College Calendar for August 17 - October 30, 2015, is attached.

7. Reports/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. Included as a separate attachment, is Mr. Sheets' presentation.

B. President's Report
- College Update

8. Unfinished Business

- A. Board Policy Revision- BBE (Local). The Vice President, Human Resources, recommends revisions to Policy BBE (Local) – Board Members – Authority. 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 in bold print.

Revisions to this policy are presented for a second reading and adoption.

It would be appropriate for the Board to adopt the revisions as presented.

- B. Board Policy Revision- BD (Local). The Vice President, Human Resources, recommends revisions to Policy BD (Local) – Board Meetings. 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 in bold print.

Revisions to this policy are presented for a second reading and adoption.

It would be appropriate for the Board to adopt the revisions as presented.

- C. Proposed New Board Policy - BFE (Local). The Vice President, Human Resources, recommends adoption of Policy BFE (Local) – Chief Executive Officer - Evaluation. 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 policy BFE (Local), which is a proposed new policy.

This policy is presented for a second reading and adoption.

It would be appropriate for the Board to adopt the revisions as presented.

- D. Proposed New Board Policy - BH (Local). The Vice President, Human Resources, recommends the adoption of Policy BH (Local) – Administrative Rules and

Regulations. 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 policy BH (Local), which is a proposed new policy.

This policy is presented for a second reading and adoption.

It would be appropriate for the Board to adopt the revisions as presented.

- E. Proposed New Board Policy - CIA (Local). The Vice President, Human Resources, recommends adoption of Policy CIA (Local) – Equipment and Supplies Management – Records Management. 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 policy CIA (Local), which is a proposed new policy.

This policy is presented for a second reading and adoption.

It would be appropriate for the Board to adopt the revisions as presented.

9. Board Evaluation of Investment Advisor. A provision in the Endowment Policy requires that the Investment Advisor be evaluated by the Board annually. Attached is the evaluation of the Investment Advisor.

It would be appropriate for the Board to approve the evaluation of the Investment Advisor.

10. New Business

- A. Adoption of 2015-2016 Budget. A public hearing on the proposed budget was held on August 3, 2015. The proposed budget is presented with a recommendation for adoption. The complete document is provided under separate cover. Total expenditures for each budget area are attached.

It would be appropriate for the Board to approve this recommendation.

- B. Cancel Scheduled Hearings. Since the proposed 2015-2016 Budget will not require adoption of a tax rate that exceeds the effective tax rate, no public hearings are required. Two public hearings had been previously scheduled for August 17, 2015 and September 8, 2015.

It would be appropriate for the Board to cancel these public hearings.

- C. Investment Pool. Included are resolutions amending authorized representatives for TexPool, TexSTAR, and LOGIC.

It would be appropriate for the Board to approve these resolutions.

- D. JCAR (Junior College Audit Report). Attached is the Junior College Audit Report (JCAR) as required by the Texas Education Code Section 37.108, which requires that the results of the safety and security audit results be submitted to governing boards and to the Texas School Safety Center (TxSSC). The results of the audits of all fifty community colleges will be aggregated by the TxSSC and a statewide report will be issued. The President and the Executive Council reviewed the JCAR and concur with the results.

It would be appropriate for the Board to acknowledge receipt of the JCAR as required by the Texas Education Code.

- E. Leadership Goals for 2015-2016. The Board of Regents requested the President establish goals for 2015-2016 based on Vision 2020 and current college initiatives. The accomplishment of these goals will be incorporated in the review of Vision 2020 and the President's evaluation.

The President recommends approval of these leadership goals.

- F. Personnel. Employment of Alison Pottratz as Associate Degree Nursing Faculty. Included in the agenda is a communication from the Vice President, Academic and Student Affairs, recommending the employment of Alison Pottratz as Associate Degree Nursing Faculty for the 2015-2016 academic year. A biographical summary and position notice are also included. The President joins in this recommendation.

It would be appropriate for the Board to approve the contract for the period and conditions identified.

- G. Sale of Property. Attached are two communications from the Brazoria County Tax Office containing recommendations from the Property Tax Resale Committee of Brazoria County for the sale of properties held in trust by Brazoria County (Account No. 7984-0112-000, No. 8450-0001-000, and No. 8450-0043-000).

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

- H. Financial Report. The financial report for July 2015 is included as a separate exhibit.

It is recommended that the Board accept the financial statement.

Sincerely,



Millicent M. Valek
President