

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.

March 21, 2016

Board of Regents
Brazosport College

Members of the Board:

A Regular Meeting of the Brazosport College Board of Regents is scheduled for Monday, March 21, 2016, at 6:30 P.M., in Room 104, in the Brazosport College Corporate Learning Center, located in Lake Jackson Texas, following a campus tour of the Student Success Center at 5:30 P.M.

The agenda is as follows:

1. Roll Call
2. Invocation
3. Communications
4. Approval of Minutes
5. Audience to Patrons and Petitions
6. Information Items
 - A. Enrollment Reports
 1. Community Education Courses. The Director, Community Education, reports the attached enrollment numbers for the Community Education Program for the month of February 2013-2016.
 2. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the attached enrollment and participant hours for February 2012-2016.
 - B. Report of Taxes Collected. Attached is the report of taxes collected for the month of February 2016.
 - 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 one new teacher for the Community Education Program.
- E. 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 February and March 2016.
- F. Budget Update and Calendar. Budget preparation for the 2016-2017 fiscal year is underway. Provided in the attachment is an updated calendar which outlines actions leading to the approval of the budget and the tax rate required to fund it.
- G. Community Education 2016 Summer Schedule. The Director, Community Education, provides the attached Summer 2016 Community Education Schedule.

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

- H. BCPC Welding Technologies Lab. The BCPC Welding Technologies Lab dedication will be on Wednesday, March 23, 2016, from 9:30 A.M. – 11:00 A.M. at the new welding lab in the Science Technology Corridor on the college campus. (*Dedication Ceremony at 9:45 A.M.*)
- I. 2016 Board of Trustees Institute. The 2016 Board of Trustee Institute (BOTI) for Achieving the Dream has been set for March 31 – April 2, 2016, in Santa Fe, New Mexico. Two members of the Board of Regents are invited to attend in addition to Dr. Millicent Valek, President. Jason Cordoba and Robert Perryman have confirmed their attendance.
- J. Gator Gallop. The Gator Gallop will be held Saturday, April 2, 2016. The One Mile Run will begin at 7:30 A.M., the BASF Kid's Fun Run will begin at 7:45 A.M., and the 5K Run will begin at 8:00 A.M. The race will be held in front of the gym and registrations are being accepted in advance through The Driven website (www.thedriven.net) or on the day of the race at the gym. A flyer detailing Gator Gallop is attached.
- K. 2016 Career Fair. Brazosport College will host its annual Career Fair on Tuesday, April 12, 2016. 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 ISDs, business, industry, and civic organizations. This year marks the 23rd time Brazosport College has hosted this unique and exciting event.
- L. Distinguished Student Ceremony. Brazosport College annually recognizes up to 20 students, who through a college-wide nomination process, are selected as distinguished students. The 2015-2016 Distinguished Student Awards Ceremony will be held April 18, 2016, at 3:00 P.M. in the Clarion. College Board of Regents members are invited as guests of the College.
- M. Gator Grab Auction/Gator Day. The annual Gator Grab Auction is scheduled for Thursday, April 21, 2016, from 11:00 A.M. – 2:00 P.M. in the Student Pavilion. The purpose of the event is to raise funds for scholarships and is held in conjunction with Gator Day, sponsored

by Student Life.

- N. 2016 Employee Recognition Dinner. The 2016 Employee Awards Recognition Dinner will take place on Friday, April 22, 2016, at 6:00 P.M., in the Corporate Learning Center. Board of Regent members and their guests are invited to attend the annual event.
- O. Cheers to 10 Years - A Clarion Celebration. The Former Students Association is hosting *Cheers to 10 Years – A Clarion Celebration* event scheduled for Friday, April 29, 2016, at 5:00 P.M. The evening will be a celebration of the Clarion's 10th Anniversary to raise funds for the Spirit of Music Fund. The event will feature a concert by the Blue Water Highway Band. Brats & Beer will be served while enjoying the music of Cole Degges on the Clarion's veranda before the concert. The Presenting sponsor for the evening is The Dow Chemical Company.
- P. ADN Pinning Ceremony. The ADN Pinning Ceremony will be held on Thursday, May 5, 2016, at 6:00 P.M., in the Clarion.
- Q. 2016 Commencement. Commencement exercises for the 2015-2016 academic year are scheduled for Saturday, May 7, 2016, in the Dow Academic Center. The Honorable Marc Holder will be the 2016 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.
- R. 18th Annual Foundation Challenge Golf Tournament. The 18th Annual Foundation Challenge Golf Tournament will be held on Friday, May 20, 2016, at the Wilderness Golf Course to raise funds for scholarships. The tournament is co-chaired by board members Jay Gibson and Gary Crabtree. Registration begins at 11:00 A.M. with a 12:30 P.M. shotgun start. The awards reception will begin at 5:30 P.M.
- S. ACCT Leadership Congress 2016. The 46th Annual ACCT Leadership Congress is scheduled for October 5-8, 2016, in New Orleans, Louisiana. The theme for the Congress is *Call to Action: Lead with Intent*. Registration for the conference is now open and is to be made through Kasie Guthrie, Executive Assistant to the President. Members of the Board of Regents are encouraged to attend with Dr. Millicent Valek, President. Harry Koester, Jr., Steve Solis, and Carolyn Johnson have confirmed their attendance. A flyer for the 2016 ACCT Leadership Congress is included in the Agenda.
- T. 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 policy may be addressed to the President prior to the meeting for clarification and/or discussion.
- The attached policy, CKE (LOCAL), is presented for the Board's information on page 48 and also can be found at:
[http://pol.tasb.org/Policy/Download/215?filename=CKE\(LOCAL\).pdf](http://pol.tasb.org/Policy/Download/215?filename=CKE(LOCAL).pdf)
- U. Brazosport College Calendar. The Brazosport College Calendar for March 23, 2016 – May 24, 2016, is attached.

7. Reports and Presentations

- A. President's Report
- College Update

8. Unfinished Business

- A. Investment Pool Policy. The Vice President, Financial Services & CFO, recommends revisions to Policy CAK (LOCAL) – Appropriations and Revenue Sources – Investments. 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 submitted for second reading and adoption.

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

- B. Tradition Energy. At the January 19, 2016 Board meeting, the Board authorized the President to present the details of a contract for locked in future electricity rates. The college has received the recommendation from Tradition Energy to lock in a 48 month rate in the low 4 cent range with Hudson Energy. The final electricity price can only be determined on the day of contract execution. Attached is a Supplier Fixed Price Comparison and Analysis of Brazosport College electricity usage for 2015.

It is recommended that the Board authorize the President to enter into a 48 month electricity contract with Hudson Energy at or near 4.4 cents per kilowatt hour.

9. New Business

- A. Certification of Unopposed Candidates. Attached is the Certification of Unopposed Candidates certifying there were no other candidates who filed by the deadline of February 19, 2016, at 5:00 P.M. for Positions 3, 7, 8, and 9.

It would be appropriate for the Board to certify the election is unopposed and declare the candidates for Positions 3, 7, 8, and 9 elected.

- B. Cancellation of Election. Attached is an Order of Cancellation as provided by Section 2.053 of the Election Code. The Board is authorized to cancel the election for Positions 3, 7, 8, and 9 scheduled for May 7, 2016, since only one application was received for each of the positions scheduled for election as of the February 19, 2016 filing deadline.

It would be appropriate for the Board to cancel the May 7, 2016 election.

- C. Johnson Controls, Inc. At the August 17, 2015 Board meeting, the Board was provided information and a copy of the Project Development Agreement (PDA) with Johnson Controls, Inc. (JCI) that set forth the criteria for an assessment of College records, data, mechanical, electrical, and HVAC systems. The purpose of the PDA was to determine the extent to which assessed items needed to be repaired or replaced, and if the action would result in energy consumption savings sufficient to cover the cost of the work. Mr. Jim Swan

of JCI will present the results of the completed PDA and will be available to answer any questions. Attached is Mr. Swan's presentation. Additionally, the Vice President, Financial Services & CFO, will discuss the attached financial plan from All American Investment Group, LLC to pay for the needed work to match the timing of realized savings.

It would be appropriate for the Board to discuss the merits of the JCI project and the related financing plan. Due to the scope of this project, it is anticipated that a vote will not be taken until the April Board meeting.

- D. Community Education Tuition and Fees for Summer 2016. Attached is a communication from the Director, Community Education, recommending tuition and fees for all Summer 2016 Community Education Courses.

The President recommends approval of these fees as presented.

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

- E. Approval of Course Fees. The Vice President, Academic and Student Affairs, recommends the attached fees for courses in the credit instructional programs.

The President recommends approval of the course fees as submitted.

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

- F. Personnel. Employees listed below are recommended for contracts as follows:

1. One-Year Faculty Contracts. The President recommends these individuals for one year faculty contracts for the period from September 1, 2016, to August 31, 2017, and it would be appropriate for the Board to approve the contracts for the period identified.
2. Two-Year Faculty Contracts. The President recommends these individuals for two year faculty contracts for the period from September 1, 2016, to August 31, 2018, and it would be appropriate for the Board to approve the contracts for the period identified.
3. Employment of Daryl Bissett as Director, Campus Safety and Chief of Police. Included in the agenda is a communication from the Vice President, Human Resources, recommending the employment of Daryl Bissett as Director, Campus Safety and Chief of Police for the remainder of the 2015-2016 academic year and for the 2016-2017 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. Policy. Proposed Board Policy – CHA (LOCAL). The Vice President, Human Resources, recommends Policy CHA (LOCAL) – Security as a new policy. Board policy provides that new policies are to be presented at one meeting and adopted at a subsequent meeting. Attached is a copy of the proposed new policy.

This proposed policy is presented for a first reading.

- H. 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 certain property held in trust by Brazoria County (Account Number 8110-4177-000).

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

I. Financial Report. The financial report for February 2016 is included as a separate exhibit.

It is recommended that the Board accept the financial report.

Sincerely,



Millicent Valek
President