

## 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 18, 2016

Board of Regents  
Brazosport College

Members of the Board:

A Regular Meeting of the Brazosport College Board of Regents is scheduled for Monday, April 18, 2016, 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. Communications
4. Approval of Minutes
  - A. March 21, 2016 Minutes
  - B. April 4, 2016 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 March 2013-2016.

2. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the attached enrollment and participant hours for March 2012-2016.

B. Report of Taxes Collected. Attached is the report of taxes collected for the month of March 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 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 March and April 2016.

F. Budget for Adult Education and Literacy Program. The Director, Business Services, provides the attached communication regarding notification from the Houston-Galveston Area Council of additional funding for the 2015-2016 Adult Education and Literacy Program in the amount of \$35,000.00.

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

G. Budget Amendment - Carl D. Perkins Grant. The Texas Higher Education Coordinating Board has approved a budget increase for the Carl D. Perkins Grant for fiscal year 2015-2016. Attached is a memo from the Director, Business Services, requesting approval for this change.

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

H. 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, which is sponsored by Student Life.

I. 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.

- J. 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.
- K. ADN Pinning Ceremony. The ADN Pinning Ceremony will be held on Thursday, May 5, 2016, at 6:00 P.M., in the Clarion.
- L. Law Enforcement Academy Graduation. The Law Enforcement Academy Graduation is scheduled for Friday, May 6, 2016, at 6:00 P.M., in the Clarion.
- M. 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.
- N. CCATT Conference. The CCATT 2016 Annual Conference is scheduled for June 3-5, 2016, at the Westin Riverwalk in San Antonio, Texas. Registration for the conference 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.
- O. 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.
- P. Policy Review - CKF (LEGAL) - Insurance and Annuities Management - Unemployment Insurance. 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, CKF (LEGAL) - Insurance and Annuities Management - Unemployment Insurance, is presented for the Board's information on page 48 and also can be found at:

[http://pol.tasb.org/Policy/Download/215?filename=CKF\(LEGAL\).pdf](http://pol.tasb.org/Policy/Download/215?filename=CKF(LEGAL).pdf)

Q. Brazosport College Calendar. The Brazosport College Calendar for April 21, 2016 – June 20, 2016, is attached.

## 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. Attached is Mr. Sheets' presentation.

B. Student Senate/Student Life/Intramural Reports. Representatives from Student Government, the Student Life Board, and Intramurals will provide information on their 2015-2016 goal accomplishments as well as an update on events and activities held during this last academic year.

C. 2016 Commencement Ceremony. Serena Andrews, Vice President, College Advancement, will present an overview of the 2016 Commencement exercises 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.

D. Bookstore Performance. On pages 112 through 114 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.

E. President's Report

-Board of Trustees Institute

-College Update

-Freeport Center

## 8. Unfinished Business

- A. Johnson Controls, Inc. At the March 21, 2016 Board meeting, the Board was provided the attached presentation related to the Johnson Controls, Inc. (JCI) energy savings project and the related financing information from All American Investment Group, LLC (AAIG) to pay for the needed work. The Board met again during a special session on April 4, 2016, to continue discussing the merits of this project and was presented with the additional, attached information by JCI.

It would be appropriate for the Board to approve both the JCI proposal, not to exceed \$9,738,652, and the related AAIG financing contract as approved by Thompson & Horton LLP.

1. JCI Performance Contract
2. AAIG Financing Contracts
3. Cost Segregation Model with Percentages
4. Brazosport FIM Summary (Non-Reflective Film)
5. Brazosport FIM Summary (Silver Reflective Film)
6. JCI March Board Presentation
7. JCI April Special Meeting Presentation
8. AAIG Financing Proposal
9. AAIG Financing Schedule

- B. Proposed Board Policy - CHA (LOCAL) - Security. 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 second reading and adoption.

## 9. New Business

- A. Board Policy Review and Revision - CAK (LOCAL) - Appropriations and Revenue Sources - Investments. In accordance with requirements of the Public Funds Investment Act, the Investment policy must be reviewed annually. Attached is Board Policy CAK (LOCAL) – Appropriations and Revenue Sources – Investments. No changes are being recommended to Board Policy CAK (LOCAL).

It would be appropriate for the Board to reaffirm Board Policy CAK (LOCAL).

- B. Mission, Vision and Core Values. At the annual Board Workshop, the Mission, Vision and Core Values were reviewed. Revisions to the Vision statement and the Core Value of People were recommended. The proposed Mission, Vision, and Core Values are attached.

The Dean, Planning, Institutional Effectiveness, and Research, will present a brief overview of the proposed changes.

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

- C. Vision 2020. Vision 2020 revisions and updates 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 and Vision 2020 with updates.

The Dean, Planning, Institutional Effectiveness, and Research, will present a brief overview of the process.

It would be appropriate for the Board to consider approval of the updated Vision 2020.

- D. Board Policy Revision - DAA (LOCAL) - Employment Objectives - Equal Employment Opportunity. The Vice President, Human Resources, recommends revisions to Policy DAA (LOCAL) – Employment Objectives – Equal Employment Opportunity. 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.

This proposed policy is presented for a first reading.

- E. Board Policy Revision - DGD (LOCAL) - Employee Rights and Privileges - Employee Use of College District Facilities. The Vice President, Human Resources,

recommends revisions to Policy DGD (LOCAL) – Employee Rights and Privileges - Employee Use of College District Facilities. 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.

This proposed policy is presented for a first reading.

- 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 certain properties held in trust by Brazoria County (Account Numbers 7310-0062-000, 7750-0195-111, 8110-0090-000, 8110-0410-000, and 8110-3789-000).

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

- G. Financial Report. The financial report for March 2016 is included as a separate exhibit.

It is recommended that the Board accept the financial report.

Sincerely,



Millicent M. Valek  
President