

## 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 15, 2016

Board of Regents  
Brazosport College

Members of the Board:

A Regular Meeting of the Brazosport College Board of Regents is scheduled for Monday, August 15, 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. June 20, 2016 Minutes
  - B. August 1, 2016 Minutes
5. Audience to Patrons and Petitions
6. Information Items
  - A. Enrollment Reports
    1. Credit Students. Enrollment information for the Summer II 2016 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 2016 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 2013-2016.
  4. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the following enrollment and participant hours for June and July 2012-2016.
- B. Report of Taxes Collected. Attached is the report of taxes collected for the months of June and July of 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 six new teachers 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 June, July & August 2016.
- F. Adjunct Credit Teachers, Summer II 2016. The Vice President, Academic and Student Affairs, recommends approval of adjunct teachers in the attached memo for 2016 Summer II semester credit courses. Each of the teachers is qualified in the area of assignment.
- G. The Clarion at Brazosport College Annual Activities Report. Attached is the 2015-2016 Annual Report of The Clarion at Brazosport College from Vorin Dornan, Administrator.
- H. Fall 2016 Convocation Update. Fall 2016 Convocation Week will be held August 22-26, 2016. In addition to a robust set of professional development programs centered on creating learner-centered classroom environments, this year's convocation will provide sessions on campus safety, promoting veteran student success, money management, promoting careers in visual arts, and grant management.

This year's speaker is Dr. Rob Johnstone. Dr. Johnstone works to help colleges create

structures and processes that increase student completion, learning and labor market outcomes. He has worked on the ground with over 300 colleges around the country both directly and on initiatives such as the AACCC Pathways Institutes, The Aspen Prize for Community College Excellence, Gates' Completion by Design, and Texas Completes just to name a few. He served as a Director, Dean and Provost in the California community college system for over a decade, and worked as a strategic consultant in industry prior to shifting to higher education. As a noted researcher in higher education, Dr. Johnstone has enjoyed a national audience for his work through a host of invited presentations, special sessions, and keynote sessions at a variety of national conferences and national webinars. His presentation at Brazosport College will focus on the work of Guided Pathways.

- I. Affidavits for Disclosure of Conflict of Interest. Attached are the Affidavit Disclosing Substantial Interest in a Business Entity or Real Property, as defined in Local Government Code Sec. 171.002; the Affidavit for Disclosing Interest in Property under Government Code, Ch. 553 Subchapter A; the Affidavit for disclosing gifts exceeding \$100 accepted from any vendor doing business with Brazosport College by Board members or any family member of a Board member, as defined in Local Government Code 176; and Board Policy BBFA (LEGAL) which provides additional information referenced in the disclosure affidavits.

Affidavits for the newly appointed Board member will be distributed at the meeting. The affidavits will need to be completed and notarized following the meeting.

- J. Johnson Controls Performance Project Update. The Vice President, Financial Services & CFO, provides the attached update on the status of the Johnson Controls Performance Project.
- K. Police Department Update. The Vice President, Human Resources, and Director, Campus Safety and Chief of Police, provide the attached update on the status of the transition to a Police Department.
- L. President's Reception and Opening Concert. The President's Reception and Opening Concert for the The Clarion at Brazosport College is scheduled for Friday, September 9, 2016. The reception will begin at 6:00 P.M. and will be held in the Corporate Learning Center. The concert, featuring *Wynonna & The Big Noise* will begin at 7:30 P.M. The sponsor of the evening for the 10th year is STP Nuclear Operating Company. Invitations will be extended to the Board of Regents by mail.
- M. 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 through September 15, 2016, 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. Steve Solis and Carolyn Johnson have confirmed their attendance.

- N. Report to the Community. The Brazosport College Foundation will be hosting the Report to the Community on Tuesday, October 11, 2016. The breakfast meeting will begin at 8:00 A.M. in the Dow Academic Center, Hall D. The guest speaker for the biennial event will be Mr. Sig Cornelius, President & COO of Freeport LNG Development. The theme for the 2016 event is *Community College First*. Invitations will be extended to the Board of Regents by mail.
- O. 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, CM (LOCAL) with CM (EXHIBIT), regarding Facilities Construction are presented for the Board's information on page 83 and also can be found at: [http://pol.tasb.org/Policy/Download/215filename=CM\(LOCAL\).pdf](http://pol.tasb.org/Policy/Download/215filename=CM(LOCAL).pdf) and [http://pol.tasb.org/Policy/Download/215?filename=CM\(XHIBIT\).pdf](http://pol.tasb.org/Policy/Download/215?filename=CM(XHIBIT).pdf).

- P. SACS Reaffirmation Update. Attached is a communication from the Southern Association of Colleges and Schools Commission on Colleges reaffirming Brazosport College with no follow up reporting required.
- Q. Brazosport College Calendar. The Brazosport College Calendar for August 20, 2016 – October 15, 2016, is attached.

## 7. Reports and Presentations

- A. Endowment Investment Update. Mr. Chris Sheets, Bernstein Private Wealth Management, will provide information on the performance and allocation of the College endowment funds. Included is Mr. Sheets' presentation.
- B. President's Report
1. College Update
  2. Legislative Update

## 8. Unfinished Business

- A. Board Policy Revision – AB (LOCAL) – College District Name and Definition. The Vice President, Human Resources, recommends revisions to Policy AB (LOCAL) – College District Name and District. 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, deletions appearing with a strike-through, and new language underlined.

This proposed policy revision is presented for second reading and adoption.

- B. Board Policy Revision – BA (LOCAL) – Board Legal Status. The Vice President, Human Resources, recommends revisions to Policy BA (LOCAL) – Board Legal Status. 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, deletions appearing with a strike-through, and new language underlined.

This proposed policy revision is presented for second reading and adoption.

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

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

## 9. New Business

- A. Statement of Officer and Oath of Office. The Oath of Office for the recently appointed Regent for Position 5 will be administered to Danny Yates by the Chair of the Board.

It would be appropriate for the designated Regent to sign the Statement of Officer and Oath of Office documents.

- B. President's Leadership Goals for 2016-2017. The Board of Regents requested the President establish goals for 2016-2017 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.

- C. Technology Planning/Online Learning Committee Recommendations. Attached is a letter from the Chair, Technology Planning/Online Learning Committee, recommending Dell as the selected vendor of choice for the 2016-2017 academic year.

The President joins in this recommendation.

It would be appropriate for the Board to approve Dell as the selected vendor for microcomputers for the 2016-2017 academic year.

- D. Adoption of 2016-2017 Budget. A public hearing on the proposed budget was held on August 1, 2016. The proposed budget summary, as discussed at the hearing, is attached. The detailed budget book will be provided at the Board Meeting.

It would be appropriate for the Board to adopt the 2016-2017 Budget.

- E. Cancel Scheduled Hearings. Since the proposed 2016-2017 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 15, 2016 and September 5, 2016.

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

- F. Adoption of Tax Rate. This year's proposed tax rate does not exceed the effective tax rate. This year's levy to fund maintenance and operations expenditures exceeds last year's maintenance and operations tax levy.

It would be appropriate for the Board to adopt the attached Resolution setting the tax rate for 2016.

- G. BASF Tax Abatement Assignment. Attached is a letter from Christopher Witte, Senior Vice President BASF Freeport Site, requesting an assignment of the previously approved Tax Abatement for the Ammonia Plant - Reinvestment Zone 14. It is anticipated that this assignment will not have a material impact on the Tax Abatement.

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

- H. Selection of Investment Advisor. A Request for Proposal (RFP) was issued for the College's investment advisor services. Five proposals were received in response to

the RFP, three of which have been selected for Board interviews. The proposals received from Bernstein Private Wealth Management, Atlas Mark Financial Inc., and TIAA-CREF Trust Company are attached.

It would be appropriate for the Board to interview, deliberate and determine if they wish to pursue a contract with one of the selected firms to provide investment advisor services to Brazosport College.

- I. Selection of Interpreter. A Request for Proposal (RFP) was issued for the College's hearing impaired interpreter services. Attached is a memo from the RFP Committee which explains the recommended selection.

It would be appropriate for the Board to approve the negotiation of a contract for interpreter services with the recommended vendor or the selected backup vendor if the initial negotiation is unsuccessful.

- J. Financial Report. Attached is the financial report for July 2016.

It is recommended that the Board accept the financial report.

Sincerely,



Millicent M. Valek  
President