

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.

October 17, 2016

Board of Regents
Brazosport College

Members of the Board:

A Regular Meeting of the Brazosport College Board of Regents is scheduled for Monday, October 17, 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. Approval of Minutes
 - A. August 15, 2016 Minutes (Corrected)
 - B. September 19, 2016 Minutes
4. Communications
5. Audience to Patrons and Petitions
6. Information Items
 - A. Enrollment Reports
 1. Credit Students. The Registrar's Office reports the attached headcount/contact hour enrollment for the Fall 2016 semester.

2. Dual Credit and Concurrent Enrollment Report. The Registrar's Office reports the attached dual credit and concurrent enrollment for the Fall 2016 semester.
 3. Community Education Courses. The Director, Community Education, reports the attached enrollment numbers for the Community Education Program for the month of September 2013-2016.
 4. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the attached enrollment and participant hours for September 2012-2016.
- B. Report of Taxes Collected. Attached is the report of taxes collected for the month of September 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 September and October 2016.
- F. Community Development Block Grant Budget. Attached is a communication from the Director, Business Services, reporting on a notification from Brazoria County that Brazosport College has received approval for the Community Development Block Grant for 2016 – 2017 in the amount of \$30,000 for scholarships for Community Education workforce programs.

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

- G. Marketing & Communications Annual Report. The Director, Marketing & Communications, provides the attached annual report of the Marketing & Communications Department for the year 2015-2016.
- H. 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.

- I. Johnson Controls Performance Project Update. The Vice President, Financial Services & CFO, provides the attached update on the status of the Johnson Controls Performance Project.

- J. College Interpreter Update. At the August 15, 2016 Board Meeting, the Board approved the negotiation of a contract for interpreter services by the Vice President, Financial Services & CFO. The initial contract from Community Access Ability Group (CAAG) has been received and sent to members of the Interpreter RFP Committee for review and input.

- K. LVN Pinning Ceremony. The LVN Pinning Ceremony is scheduled for Thursday, November 10, 2016, at 6:00 P.M. in the Clarion. The public is invited to attend.

- L. Lecture Event "A Dickens of a Christmas". A Women's Lecture Luncheon Series special event open to the public is planned for Thursday, December 1, 2016, at 7:30 P.M. at the Clarion. Guest lecturer, Elliot Engel, will present "A Dickens of a Christmas." A VIP Reception will be held at 6:30 P.M. for guests purchasing tickets at the \$100 level. Dr. Engel will also conduct a community outreach program for BISD on December 1, 2016. The Wood Group is a sponsor for the event. Proceeds from the evening benefit the Excellence Fund of the BC Foundation. Tickets are available for purchase on the Clarion website: www.brazosport.edu/Clarion.

- M. Festival of Carols. The 2016 Festival of Carols begins on Friday, December 2nd at 7:30 P.M. with a concert from Keb' Mo' at the Clarion. Tickets are available from the Clarion box office. We Three Bands, a concert featuring holiday music by the combined community bands from Alvin Community College, College of the Mainland, and Brazosport College will take place at 4:00 P.M. on Sunday, December 4th at the Clarion. Admission is free. The Festival of Carols will conclude on December 8th at 7:30 P.M. with a concert from the Brazosport Choral Union, featuring the Angleton Middle School Choirs. Admission is free.

- N. BC Foundation Annual Holiday Meeting. The BC Foundation Annual Holiday meeting is scheduled for Tuesday, December 13, 2016, at 6:30 P.M. The meeting will be at the home of Mrs. Doris Williams, 209 Teakwood, Lake Jackson, TX. Board of Regents and their guests are invited. Invitations will follow.

- O. January 2017 Board Meeting. The January 2017 meeting of the Board of Regents is set for Tuesday, January 17, 2017, due to a College holiday on Monday.

- P. 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 CMA (LOCAL) regarding Competitive Bidding for Facilities Construction is presented for the Board's information on page 50 and also can be found at: [http://pol.tasb.org/Policy/Download/215?filename=CMA\(LOCAL\).pdf](http://pol.tasb.org/Policy/Download/215?filename=CMA(LOCAL).pdf)

Q. Brazosport College Calendar. The Brazosport College Calendar for October 22, 2016 through December 31, 2016, is attached.

7. Reports/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.

- ACCT Conference
- College Update
- Legislative Update
- Regents Visibility

8. Unfinished Business

A. Re-adoption of Tax Abatement Guidelines and Criteria. Chapter 312, Property Redevelopment and Tax Abatement Act, of the Texas Tax Code permits taxing units to enter into abatement agreements provided certain conditions are met. On October 12, 1988, the Brazosport College District Board of Regents approved a resolution of the Board's intent to participate in tax abatement and established guidelines and criteria governing tax abatement agreements. These guidelines and criteria must be re-adopted every two years or sooner if changes are made by Brazoria County. On May 10, 2016, the Brazoria County Commissioners' Court adopted new guidelines and criteria. Attached is a memo from the Vice President, Financial Services & CFO, recommending Board review of the Tax Abatement Guidelines and Criteria and Tax Abatement Application. Documents showing suggested changes are attached.

Additionally, in response to the Board's request, information regarding the Brazosport College Tax Abatement Review Committee has been attached.

It would be appropriate for the Board to review the revisions and approve the

adoption of the Tax Abatement Guidelines and Criteria and Tax Abatement Application.

9. New Business

- A. Firewall Upgrade. Attached is a communication from the Vice President, Financial Services & CFO, recommending approval of the firewall upgrade. The President joins in this recommendation.

It would be appropriate for the Board to approve and authorize the President to execute the Solid Border/Palo Alto Networks firewall upgrade contract when received.

- B. Freeport LNG Tax Abatement Request. On October 6, 2016, some members of the Brazosport College Tax Abatement Review Committee (TARC) met with Anne-Marie Suire, Director of Tax - Freeport LNG, Lance Goodwin, Director of Business Development - Freeport LNG, Wendy Mazurkiewicz, Director of Community Affairs - Freeport LNG, and Wes Jackson, Senior Property Tax Consultant & Partner at Cummings Westlake, to discuss the attached tax abatement application received from Freeport LNG.

The Board should be aware of two guideline variances being requested. This application for abatement is requesting an effective date of January 1, 2019, and ten (10) years of abatement.

According to the Guidelines and Criteria for Granting Tax Abatement in a Reinvestment Zone Created in Brazosport College District (Abatement Authorized Section 2, Subsection g, Value and Term of Abatement), “**Abatement shall be granted effective with a January 1 valuation date immediately following the date of the approval by the Board of Regents granting the abatement and approving the abatement application...The term of Abatement may be up to 7 years or one-half (1/2) of the productive life of the improvement whichever is less.**”

The effective start date of January 1, 2019 instead of January 1, 2017, will defer the start of the abatement for two years. The ten year abatement request, instead of seven, will add an additional three years of abatement.

It would be appropriate for the Board to consider the abatement application of Freeport LNG, including the two variances as described above, in accordance with the *Guidelines and Criteria for Granting Tax Abatement in a Reinvestment Zone Created in Brazosport College District* in effect at the date of the application, and consider authorizing the President to execute the abatement agreement.

- C. Request for Approval of Modifications to Vision 2020. In April of 2016, the Board adopted revisions to Vision 2020. As in previous planning cycles, staff have the opportunity to make changes to objectives. Modifications to objectives primarily reflect clarifications or changes in timing. The updated Vision 2020 document is attached and presented for consideration. Changes are highlighted within the document.

It would be appropriate for the Board to consider the request for approval of modifications to Vision 2020 objectives.

- D. December 2016 Board Meeting. The December 2016 meeting of the Board of Regents is proposed for Thursday, December 8, 2016, at 12:30 P.M., preceded by the annual holiday luncheon at 11:30 A.M. in the Corporate Learning Center.

It would be appropriate for the Board to set the date for the December 2016 Board Meeting.

- E. 2017 Board Workshop. As part of the College's evolving planning process, the Board meets in an annual workshop to study information, measure progress toward milestones, and discuss future directions. The workshop is proposed for Friday and Saturday, February 3-4, 2017.

It would be appropriate for the Board to set the date for the 2017 Board Workshop.

- F. Proposed Board Policy – DH (LOCAL) - Employee Standards of Conduct. The Vice President, Human Resources, recommends amendments to Policy DH (LOCAL) regarding Employee Standards of Conduct. 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 amended 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.

- G. Proposed Board Policy – FLAA (LOCAL) - Student Use of College District Facilities. The Vice President, Human Resources, recommends amendments to Policy FLAA (LOCAL) regarding Student Use of College District Facilities. 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 amended 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.

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 8055-0001-130).

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

I. Financial Report. Attached is the financial report for September 2016.

It is recommended that the Board accept the financial report.

Sincerely,



Millicent M. Valek
President