

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.

December 8, 2016

Board of Regents
Brazosport College

Members of the Board:

A Regular Meeting of the Brazosport College Board of Regents is scheduled for Thursday, December 8, 2016, at 12:30 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. 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 November 2013-2016.
 2. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the attached enrollment and participant hours for November 2012-2016.

- B. Report of Taxes Collected. The report of taxes collected for the month of November 2016 was not received in time to be included in the agenda.
- 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. There were no new teachers to report 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 November and December 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 funding for the 2016-2017 Adult Education and Literacy Program in the amount of \$754,520.00.

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

- G. 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.
- H. Johnson Controls Performance Project Update. The Vice President, Financial Services & CFO, provides the attached update on the status of the Johnson Controls performance project.
- I. Annual Confirmation of Regent Training. Newly appointed Regents, Jason Cordoba and Danny Yates, are in process to meet legal requirements for training. Mr. Cordoba's training is scheduled to be completed by the end of calendar year 2016, and Mr. Yates' training is scheduled to be completed by the end of calendar year 2017. Attached is a chart for both Regents indicating the status of their training process.
- J. Community Education Graduation. Community Education Graduation ceremonies for students completing Adult Basic Education and Workforce Programs will be held on Thursday, December 8, 2016, at 7:00 P.M. in Gator Hall.
- K. 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 have been sent.

- L. Law Enforcement Graduation. The Law Enforcement Academy Graduation will be held on Friday, December 16, 2016, at 6:00 P.M. in the Clarion. The public is invited to attend.
- M. January 2017 Board Meeting. The January 2017 meeting of the Board of Regents is set for Tuesday, January 17, 2017, at 6:30 P.M. due to a College holiday on Monday.
- N. 2017 Board Workshop. The annual Board Workshop is scheduled for Friday afternoon and Saturday, February 3-4, 2017, in the Corporate Learning Center. The workshop will begin on Friday, February 3, at noon and recess at approximately 4:30 P.M. The meeting will reconvene on Saturday, February 4, at 8:30 A.M. The Board will recess at noon on Saturday for lunch and will reconvene in Executive Session following lunch.
- O. TACC/CCATT Legislative Meeting & Community College Day. The TACC/CCATT Legislative Meeting is scheduled for Monday, February 6, 2017, in Austin, TX in conjunction with Community College Day scheduled for Tuesday, February 7, 2017. Reservations are to be made through Kasie Guthrie, Executive Assistant to the President.
- P. Counselor/Administrator Dinner. The annual Counselor/Administrator Dinner is scheduled for Thursday, February 9, 2017, at 6:00 P.M., at the Dow Academic Center. The dinner and program provide a forum for conveying appreciation for the work of ISD administrators and counselors who collaboratively work with Brazosport College in efforts to support college readiness and student success. College Board of Regents members are invited as guests of the College.
- Q. Brazoria County Day. Brazoria County Day will be held March 5-7, 2017, in Austin, TX. The schedule of events is attached along with information to make a hotel reservation. This year the Brazosport College Jazz Band will perform at the World's Largest Shrimp Cocktail Party on March 7, from 5:00 - 8:00 P.M.
- R. 2017 Board of Trustees Institute. The 2017 Board of Trustee Institute (BOTI) for Achieving the Dream has been set for March 30 – April 1, 2017, in Santa Fe, New Mexico. Two members of the Board of Regents are invited to attend in addition to Dr. Millicent Valek, President. Reservations are to be made through Kasie Guthrie, Executive Assistant to the President.

S. 2017 Career Fair. Brazosport College will host its annual Career Fair on Tuesday, April 11, 2017. The event serves approximately 1,700 juniors from the Angleton, Brazosport, Columbia-Brazoria, Danbury, and Sweeny Independent School Districts. Students from Angleton Christian School, Brazosport Christian School, and Foundation Preparatory Academy will also participate. 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 24th time Brazosport College has hosted this unique and exciting event.

T. Commencement 2017. Commencement exercises for the 2016-2017 academic year are scheduled for Saturday, May 13, 2017, in the Dow Academic Center. Distinguished Alumna & Board Regent, Lucilla Henderson will be presenting the keynote address. The 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.

U. 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, CMC (LEGAL) regarding a Construction Manager-Agent during Facilities Construction, is presented for the Board's information on page 34 and also can be found at: <http://pol.tasb.org/Policy/Code/215?filter=CMC>.

V. Brazosport College Calendar. The Brazosport College Calendar for December 8, 2016 through February 25, 2017, is attached.

7. Reports and Presentations

- A. Presidents Report.
- College Update
 - Regent Visibility

8. New Business

- A. Audit Report. The audit report is provided both as an electronic attachment and as a separate hard copy. Kevin Cadenhead of Kennemer, Masters & Lunsford, LLC will be present to discuss the audit report and answer questions.

It would be appropriate for the Board to approve the audit report.

- B. BASF Tax Abatement Modification. Attached are two modifications, approved by Brazoria County, to the BASF Corporation Reinvestment Zone Nos. 14 & 15, City of Lake Jackson, City of Freeport Tax Abatement and the original Brazosport College abatement document that was approved by the Board on August 18, 2014.

The Board should be aware that the first modification addresses an engineering footprint change to the acreage as originally approved and creates a new BASF Reinvestment Zone No. 16. The second modification requests to delay the effective start date of the agreement from January 1, 2017 to January 1, 2019.

It would be appropriate for the Board to consider the abatement modifications requested by BASF and consider authorizing the President to execute the abatement modifications.

- C. Proposed Board Policy – FFDA (LOCAL) - Student Welfare - Freedom from Sexual Discrimination, Harassment, and Retaliation. The Vice President, Human Resources, recommends adoption of new Policy FFDA (LOCAL) regarding Student Welfare - Freedom from Sexual Discrimination, Harassment, and Retaliation. Board policy provides that new or amended 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 first reading.

- D. Proposed Board Policy – FFDB (LOCAL) – Freedom from Discrimination, Harassment, and Retaliation – Other Protected Characteristics. The Vice President, Human Resources, recommends adoption of new Policy FFDB (LOCAL) regarding Freedom from Discrimination, Harassment, and Retaliation – Other Protected Characteristics. Board policy provides that new or amended 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 first reading.

- E. Proposed Board Policy – FMA (LOCAL) – Discipline and Penalties – Discipline Procedure. The Vice President, Human Resources, recommends amendments to Policy FMA (LOCAL) regarding Discipline and Penalties – Discipline Procedure. Board policy provides that new or amended 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 amended policy is presented for first reading.

F. Financial Report. Attached is the financial report for November 2016.

It is recommended that the Board accept the financial report.

Sincerely,



Millicent M. Valek

President