

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 20, 2017

Board of Regents
Brazosport College

Members of the Board:

A Regular Meeting of the Brazosport College Board of Regents is scheduled for Monday, March 20, 2017, 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
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 February 2014-2017.
 2. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the attached enrollment and participant hours for February 2013-2017.

- B. Report of Taxes Collected. Attached is the report of taxes collected for the month of February 2017.
- 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 three 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 February and March 2017.
- F. Budget Update and Calendar. The Vice President, Financial Services & CFO, provides the attached 2017-2018 budget development plan and calendar.
- G. Community Education 2017 Summer Schedule. The Director, Community Education, provides the attached Summer 2017 Community Education Schedule.
- The President, under authority granted by the Board, has approved this recommendation.
- 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. Guided Pathways Update. The Vice President, Academic & Student Affairs, provides the attached update on the College's Guided Pathways efforts.
- K. ACE it Update. The Vice President, Academic & Student Affairs, provides the attached update on the College's ACE it efforts.

- L. 2017 Employee Recognition Dinner. The 2017 Employee Recognition Dinner will take place on Friday, April 7, 2017, at 6:30 P.M., in the Dow Academic Center at Brazosport College. Board of Regents members and their guests are invited to attend the annual event.
- M. Gator Gallop. The annual Gator Gallop run is scheduled for Saturday, April 8, 2017, beginning at 7:30 A.M. This year's event will feature a BASF sponsored Kids Run, 1 mile run, and 5K run. Gator Gallop is open to all community members. Registration and information for the race is available at <https://register.chronotrack.com/r/23791>.
- N. 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.
- O. Gator Grab Auction/Gator Day. The annual Gator Grab Auction is scheduled for Thursday, April 13, 2017, from 11:00 A.M.-2:00 P.M. in the Student Pavilion. The event is to raise funds for scholarships and is held in conjunction with Gator Day, which is sponsored by Student Life. Board of Regents members are invited to attend the events. Lunch is provided.
- P. Board Workshop on Financials. The Board workshop on financials is scheduled for Monday, April 17, 2017, at 5:30 P.M. in Room 107 of the Corporate Learning Center prior to the regularly scheduled Board meeting. Dinner will be provided. The Vice President, Financial Services & CFO, provides the attached workshop outline.
- Q. Distinguished Student Ceremony. Brazosport College annually recognizes up to 20 students who, through a college-wide nomination process, are selected as distinguished students. The 2016-2017 Distinguished Student Awards Ceremony will be held April 27, 2017, at 2:00 P.M. in the Clarion. College Board of Regents members are invited as guests of the College.
- R. 19th Annual Foundation Challenge Golf Tournament. The 19th Annual Foundation Challenge Golf Tournament will be held on Friday, April 28, 2017, at the Wilderness Golf Course to raise funds for scholarships. Jay Gibson & Gary Crabtree will co-chair the event. Registration begins at 7:00 A.M. with an 8:30 A.M. shotgun start. The awards reception with lunch is scheduled for 1:00 P.M. Sponsor/Player flyers were

sent out February 3, 2017.

- S. ADN Pinning Ceremony. The ADN Pinning Ceremony will be held on Wednesday, May 10, 2017, at 6:00 P.M. in the Clarion.
- T. Commencement 2017. Commencement exercises for the 2016-2017 academic year are scheduled for Saturday, May 13, 2017, in the Dow Academic Center at Brazosport College. 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. ACCT Leadership Congress 2017. The 47th Annual ACCT Leadership Congress is scheduled for Monday, September 25 through Thursday, September 28, 2017, at The Cosmopolitan in Las Vegas, Nevada. The theme for the Congress is *Pathways to Progress*. Members of the Board of Regents are encouraged to attend with Dr. Millicent Valek, President. Registration for the conference is now open and is to be made through Kasie Guthrie, Executive Assistant to the President.
- V. 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 CMF (LEGAL) regarding Facilities Contraction – Job Order Contracts is presented for the Board's information on page 66 and also can be found at: [http://pol.tasb.org/Policy/Download/215?filename=CMF\(LEGAL\).pdf](http://pol.tasb.org/Policy/Download/215?filename=CMF(LEGAL).pdf).
- W. Brazosport College Calendar. The Brazosport College Calendar for March 31, 2017 through May 13, 2017, is attached.

7. Reports and Presentations

- A. President's Report
- Legislative Update
 - College Update
 - Regents Visibility

8. Unfinished Business

- A. Concealed Carry Rules. The Board was presented with recommendations establishing rules regarding the carrying of concealed handguns by licensed holders on the BC campus at the January 17, 2017 Board Meeting. The amended recommendations were reviewed and discussed at the February 20, 2017 Board Meeting. Based upon those discussions, the rules were further amended.

It would be appropriate for the Board to approve the attached Concealed Carry Rules.

- B. Proposed Board Policy - DI (LOCAL) - Employee Welfare. The Vice President, Human Resources, recommends Policy DI (LOCAL) – Employee Welfare be amended. Board policy provides that 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 in bold print.

This proposed policy is presented for second reading and adoption.

- C. Proposed Board Policy - DJ (LOCAL) - Assignment, Work Load, and Schedules. The Vice President, Human Resources, recommends Policy DJ (LOCAL) – Assignment, Work Load, and Schedules be amended. Board policy provides that 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 in bold print.

This proposed policy is presented for second reading and adoption.

- D. Proposed Board Policy - DEA (LOCAL) - Compensation and Benefits - Salaries and Wages. The Vice President, Human Resources, recommends Policy DEA (LOCAL) – Compensation and Benefits – Salaries and Wages be amended. Board policy provides that 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, new language underlined, and moved language double-underlined.

This proposed policy is presented for second reading and adoption.

9. New Business

- A. Community Education Tuition and Fees for Summer 2017. Attached is a

communication from the Director, Community Education, recommending tuition and fees for all Summer 2017 Community Education Courses.

The President recommends approval of these fees as presented.

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

B. Personnel. The faculty members listed in the attachments are recommended as follows:

1. One-Year Faculty Contracts. The President recommends the faculty listed in the attached list for one year contracts from September 1, 2017 to August 31, 2018. It would be appropriate for the Board to approve the contracts for the period identified.
2. Two-Year Faculty Contracts. The President recommends the faculty listed in the attached list for two year contracts from September 1, 2017 to August 31, 2019. It would be appropriate for the Board to approve the contracts for the period identified.

C. Revised Board Policy – BAA (LOCAL) – Board Legal Status – Powers, Duties, Responsibilities. The Vice President, Human Resources, recommends Policy BAA (LOCAL) – Powers, Duties, Responsibilities be amended. Board policy provides that 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 policy is presented for first reading.

D. Revised Board Policy – CF (LOCAL) – Purchasing and Acquisition. The Vice President, Human Resources, recommends Policy CF (LOCAL) – Purchasing and Acquisition be amended. Board policy provides that 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 policy is presented for first reading.

E. Financial Report. The Vice President, Financial Services & CFO, provides the attached financial report for February 2017.

It is recommended that the Board accept the financial report.

Sincerely,

A handwritten signature in blue ink that reads "Millicent Valek". The signature is written in a cursive style with a large initial 'M'.

Millicent M. Valek

President