

## 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 17, 2017

Board of Regents  
Brazosport College

Members of the Board

A regular meeting of the Brazosport College Board of Regents is scheduled for Monday, April 17, 2017, at 6:30 p.m., in Room 104, following a Financial Workshop Session at 5:30 p.m., in Room 107, in the Brazosport College Corporate Learning Center, located in Lake Jackson, Texas.

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 March 2014-2017.
    2. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the attached enrollment and participant hours for March 2013-2017.
  - B. Report of Taxes Collected. Attached is the report of taxes collected for the month of March 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 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 March and April, 2017.
- F. Dual Credit Spring Update. An update on Brazosport College's dual credit program is attached. This newsletter highlights current enrollment, program enhancements, and future initiatives.
- G. Bookstore Performance. The Vice President, Financial Services & CFO, provides the attached communication relating to the performance and management of the Texas Book Company bookstore.
- 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. 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 Thursday, April 27, 2017, at 2:00 p.m. in the Clarion. College Board of Regents members are invited as guests of the College.
- M. 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 and 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.
- N. Law Enforcement Academy Graduation. The Law Enforcement Academy Graduation is scheduled for Saturday, May 6, 2017, at 6:00 p.m. in the Clarion.
- O. ADN Pinning Ceremony. The ADN Pinning Ceremony will be held on Wednesday, May 10, 2017, at 6:00 p.m. in the Clarion.
- P. CCATT Conference. The CCATT Annual Conference is scheduled for Friday, June 2 and Saturday, June 3, 2017, at the Westin Riverwalk in San Antonio, Texas. Registration for the conference is to be made through Kasie Guthrie, Executive Assistant to the President.

Q. 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.

R. 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 CQ (LEGAL) regarding College District Auxiliary Enterprises is presented for the Board's information on page 52 and also can be found at:  
[http://pol.tasb.org/Policy/Download/215?filename=CQ\(LEGAL\).pdf](http://pol.tasb.org/Policy/Download/215?filename=CQ(LEGAL).pdf).

S. Brazosport College Calendar. The Brazosport College Calendar for April 20, 2017 through May 17, 2017 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. Commencement 2017. The Vice President, College Advancement, will present an overview for the Board of Regents on Commencement exercises for the 2016-2017 academic year scheduled for Saturday, May 13, 2017, in the Dow Academic Center. Distinguished Alumna and 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.

C. 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 approved the attached Concealed Carry Rules.

- B. 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 second reading and adoption.

- C. 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 second reading and adoption.

## 9. New Business

- A. Investment and Endowment Policy. 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. Job Order Contractors. Attached is a communication from the Vice President, Financial Services & CFO, proposing approval of the contractors to be used for the next two years for repair and renovation projects less than \$500,000 in scope. Staff reviewed qualifications and references on the companies listed. All firms agree to carry the appropriate insurance needed to enter into a contract with the College on a job order project of less than \$500,000.

It would be appropriate for the Board to approve the job order contractors.

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

The Vice President, Academic & Student Affairs, will present a brief overview of the proposed changes.

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

- D. 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 Vice President, Academic & Student Affairs, will present a brief overview of the process.

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

E. Personnel.

1. Employment of Douglas Walcerz as Dean, Planning, Institutional Effectiveness, and Research. Included in the agenda is a communication from the Vice President, Academic and Student Affairs, recommending the employment of Douglas Walcerz as Dean, Planning, Institutional Effectiveness, and Research for the remainder of the 2016-2017 academic year and for the 2017-2018 academic year. A biographical summary and position notice are also included.

The President joins in this recommendation. It would be appropriate for the Board to approve the contract for the period and conditions identified.

2. Employment of Shaun Clarkson as English Faculty. Included in the agenda is a communication from the Vice President, Academic and Student Affairs, recommending the employment of Shaun Clarkson as English Faculty for the 2017-2018 academic year. A biographical summary and position notice are also included.

The President joins in this recommendation. It would be appropriate for the Board to approve the contract for the period and conditions identified.

- 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 property held in trust by Brazoria County (account number 8110-0090-000).

It would be appropriate for the Board to approve the sale of property held in trust.

- G. Financial Report. The Vice President, Financial Services & CFO, provides the attached financial report for March 2017.

It is recommended that the Board accept the financial report.

Should additional information or explanations be desired, please contact me.

Sincerely,



Millicent Valek  
President