

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 and safe learning environment, and enriching our communities.

March 19, 2018

Board of Regents
Brazosport College

Members of the Board:

A Regular Meeting of the Brazosport College Board of Regents is scheduled for Monday, March 19, 2018, 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 2015-2018.
 2. Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the attached enrollment and participant hours for February 2014-2018.

- B. Report of Taxes Collected. Attached is the report of taxes collected for the month of February 2018.
- C. Report of Unfilled Positions. The Vice President, Human Resources, provides the attached report on vacant positions that are currently being advertised.
- D. 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 February and March 2018.
- F. Budget Update. The Vice President, Financial Services & CFO, provides the attached 2018-2019 budget development plan and calendar.
- G. Community Education 2018 Summer Schedule. The Director, Community Education, provides the attached Summer 2018 Community Education Schedule.

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

- H. Guided Pathways Update. The Provost and Vice President, Academic & Student Affairs, provides the attached update on the College's Guided Pathways efforts.
- I. ACE it Update. The Provost and Vice President, Academic & Student Affairs, provides the attached update on the College's ACE it efforts.
- J. Counselor/Administrator Dinner. The annual Counselor/Administrator Dinner is scheduled for Thursday, March 22, 2018, at 6:00 p.m., at the Dow Academic Center. The dinner and program provide a forum for conveying appreciation for the work of school district 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.
- K. 2018 Board of Trustees Institute. The 2018 Board of Trustee Institute (BOTI) for Achieving the Dream has been set for March 26-28, 2018, in Santa Fe, New Mexico. Two members of the Board of Regents are invited to attend in addition to Dr. Millicent Valek, President. Jason Cordoba and Robert Perryman have confirmed their attendance.

- L. Gator Gallop. Gator Gallop welcomes avid and recreational runners to the beautiful campus of Brazosport College for a 5K race, 1 Mile race, and Kids' Fun Run. This year's Gator Gallop will take place on Saturday, April 7, 2018. Registration will begin at 6:30 a.m. and races will begin at 7:20 a.m. More details and the registration page can be found at www.brazosport.edu/gatorgallop.
- M. 2018 Career Fair. Brazosport College will host its annual Career Fair on Tuesday, April 17, 2018. 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. This year, students will have the opportunity to participate in four educational sessions on specific career areas and general topics (impression management, resume development, communication and more). 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 26th anniversary for this unique and exciting event.
- N. Gator Grab Auction/Gator Day/Strive 2 Drive Car Drawing. The annual Gator Grab Auction is scheduled for Thursday, April 19, 2018, 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. For the first time, the drawing for the Strive 2 Drive car will be held at 1:00 p.m. as a part of these events. College Board of Regents members are invited to attend the events. Lunch is provided.
- O. 2018 Employee Recognition Dinner. The 2018 Employee Recognition Dinner will take place on Friday, April 20, 2018, at 6:30 p.m., in the Corporate Learning Center at Brazosport College. Regents, Carolyn Johnson and Dr. Jane Leidlein, will be recognized and receive service awards. College Board of Regents members and their guests are invited to attend the annual event.
- P. Distinguished Student Ceremony. Brazosport College annually recognizes up to 20 students who, through a college-wide nomination process, are selected as distinguished students. The 2017-2018 Distinguished Student Awards Ceremony will be held April 26, 2018, at 2:00 p.m., at the Clarion. College Board of Regents members are invited as guests of the College.
- Q. BC Foundation Gator Classic. The Brazosport College Foundation Gator Classic presented by Freeport LNG will be held April 26th and April 27th, 2018. This new event combines two existing foundation events into one event with Freeport LNG as

the presenting sponsor. The Blue Jacket Social, chaired by Kim Bonnen, will be held Thursday, April 26th, at the Dow Academic Center from 6:00 p.m. - 8:30 p.m. Guests attending the Blue Jacket Social will include event sponsors, corporations, individual players, business and community leaders, scholarship donors and Brazosport College students. The social will provide fabulous food, drinks, activities and a motivational speaker, Dennis Walters.

The Golf Tournament, chaired by Jay Gibson, will be held Friday, April 27th, at the Wilderness Golf Course. Registration begins at 10:30 a.m. with a 12:30 p.m. shotgun start. A golf demonstration and motivational message will be presented by Dennis Walters at 11:15 a.m. which will be open to the public. The tournament will begin in a standard scramble format with 144 players. Along the course, players will have an opportunity to participate in a variety of skills challenge holes, enjoy delicious cuisine prepared and served by area corporations, and interact with Brazosport College students. The tournament will conclude with the Blue Jacket Awards Presentation in which the winning team is presented blue jackets and thus forming the Blue Jacket Winners Club.

- R. ADN Pinning Ceremony. The ADN Pinning Ceremony will be held on Thursday, May 10, 2018, at 6:00 p.m., at the Clarion.
- S. Commencement 2018. Commencement exercises for the 2017-2018 academic year are scheduled for Saturday, May 12, 2018, at the Dow Academic Center. 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 ceremony in the lobby of the Dow Academic Center. The College will host a lunch at Gator Hall for faculty, staff, commencement guests, and Board members in between the two ceremonies. The 2018 Commencement Speaker will be Dr. Ramon Resa, a pediatrician from Porterville, California who has written a book, *Out of the Fields*, reflecting his youth of poverty, neglect, abuse and total disregard for education. His journey is featured in a documentary film, *Ramon Rising*, as a story that inspires audiences to dare to dream of a better life.
- T. ACCT Leadership Congress 2018. Registration for the 2018 ACCT Annual Leadership Congress is now open. It will be held at the New York Marriott Marquis, Wednesday, October 24th to Saturday, October 27th. The theme of this year's Congress is *Partnerships: Building Blocks for Student Success*. Reservations are to be made through Kasie Guthrie, Executive Assistant to the President, no later than Friday, May 11, 2018, in order to ensure a lower rate for the conference and hotel.
- 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 policies DBB (LEGAL) and DBB (LOCAL) regarding Employment Requirements and Restrictions – Medical Examinations and Communicable Diseases are presented for the Board's information on page 47 and also can be found at: [https://pol.tasb.org/Policy/Download/215?filename=DBB\(LEGAL\).pdf](https://pol.tasb.org/Policy/Download/215?filename=DBB(LEGAL).pdf) and [https://pol.tasb.org/Policy/Download/215?filename=DBB\(LOCAL\).pdf](https://pol.tasb.org/Policy/Download/215?filename=DBB(LOCAL).pdf).

- V. Policy Update. Brazosport College receives policy service and proposed policy updates from the Texas Association of School Boards (TASB). The Vice President, Human Resources, reports that TASB recommends that Policy FLBF (LOCAL) be deleted since its relevant provisions have been relocated to CHF (LOCAL) – a policy that Brazosport College has already adopted. Therefore, policy FLBF (LOCAL) is unnecessary and will be deleted as of the date of this Board meeting.
- W. Brazosport College Calendar. The Brazosport College Calendar for March 22, 2018 through May 28, 2018, is attached.

7. Reports and Presentations

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

8. Unfinished Business

- A. Proposed Amended Board Policy - CHF (LOCAL) - Site Management - Weapons. The Vice President, Human Resources, recommends adoption of amended Policy CHF (LOCAL) regarding Site Management - Weapons. 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 in blue font.

This proposed policy is presented for second reading and adoption.

- B. Proposed Amended Board Policy - CR (LOCAL) - Technology Resources. The Vice President, Human Resources, recommends adoption of amended Policy CR (LOCAL) regarding Technology Resources. 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 in blue font.

This proposed policy is presented for second reading and adoption.

- C. Proposed Amended Board Policy - CS (LOCAL) - Information Security. The Vice President, Human Resources, recommends adoption of amended Policy CS (LOCAL) regarding Information Security. 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 in blue font.

This proposed policy is presented for second reading and adoption.

- D. Proposed Amended Board Policy - GCB (LOCAL) - Public Information Program - Requests for Information. The Vice President, Human Resources, recommends adoption of amended Policy CS (LOCAL) regarding Public Information Program - Requests for Information. 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 in blue font.

This proposed policy is presented for second reading and adoption.

9. New Business

- A. Certification of Unopposed Candidates. Attached is the Certification of Unopposed Candidates certifying there were no other candidates who filed by the deadline of February 16, 2018, at 5:00 p.m. for Positions 1, 2, 3, and 5.

It would be appropriate for the Board to certify the election is unopposed and declare the candidates for Positions 1, 2, 3, and 5 elected.

- B. Cancellation of Election. Attached is an Order of Cancellation as provided by Section 2.053 of the Election Code. The Board is authorized to cancel the election for Positions 1, 2, 3, and 5 scheduled for May 5, 2018, since only one application was received for each of the positions scheduled for election as of the February 16, 2018 filing deadline.

It would be appropriate for the Board to cancel the May 5, 2018 election.

- C. Community Education Tuition and Fees for Summer 2018. Attached is a communication from the Director, Community Education, recommending tuition and fees for all Summer 2018 Community Education Courses.

The President recommends approval of these fees as presented.

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

- D. Interlocal Agreement for Walking Trail Improvements. Attached is an Interlocal Agreement between Brazoria County and Brazosport College regarding repair of the College walking trail.

It would be appropriate for the Board to authorize the President to execute the Interlocal Agreement.

- E. Personnel.

1. Employment of Dr. Harold Griffin as Health Services Management Faculty. Included in the agenda is a communication from the Provost and Vice President, Academic & Student Affairs, recommending the employment of Dr. Harold Griffin as Health Services Management Faculty for the summer of the 2017-2018 academic year and the 2018-2019 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 periods and conditions identified.

2. Annual Contracts. Faculty listed in the attachments are recommended for contracts for Academic Year 2018-2019 as follows:

- a. One-Year Faculty Contracts. The President recommends the faculty listed in the attached list for one year contracts from September 1, 2018 to August 31, 2019. It would be appropriate for the Board to approve the contracts for the period identified.
- b. Two-Year Faculty Contracts. The President recommends the faculty listed in the attached list for two year contracts from September 1, 2018 to August 31, 2020. It would be appropriate for the Board to approve the contracts for the period identified.

F. Proposed Amended Board Policy – ECC (LOCAL) – Instructional Arrangements -- Course Load and Schedules. The Vice President, Human Resources, recommends adoption of amended Policy ECC (LOCAL) regarding Instructional Arrangements -- Course Load and Schedules. 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 policy is presented for first reading.

G. Proposed Amended Board Policy – EFCD (LOCAL) – Special Programs – High School Equivalency Testing Centers. The Vice President, Human Resources, recommends adoption of amended Policy EFCD (LOCAL) regarding Special Programs – High School Equivalency Testing Centers. 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 in blue font.

This proposed policy is presented for first reading.

H. Financial Report. The Vice President, Financial Services & CFO, provides the attached financial report for February 2018.

It is recommended that the Board accept the financial report.

Sincerely,



Millicent M. Valek
President