MEETING OF THE LEE COLLEGE BOARD OF REGENTS
LEE COLLEGE DISTRICT
May 19, 2011

The Board of Regents of the Lee College District met May 19, 2011 at 6:00 p.m. in the John B. Tucker Lecture Hall. Chairman Himsel called the meeting to order stating that the meeting was duly posted and a quorum was present.

PRESENT:    Mr. Mark Himsel, Chairman, Mr. Mark Hall, Vice Chairman; Mrs. Judy Jirrels, Secretary; Mr. Pete Alfaro, Assistant Secretary; Mr. Ronn Haddox; Dr. Keith Coburn; Ms. Susan Moore-Fontenot and Mr. Wayne Gray

Dr. Mike Murphy, President
Rick Peebles, College Attorney

ABSENT:     None

INVOCATION AND PLEDGE TO THE FLAG

Regent Mark Hall said the invocation and led the pledge to the flag.

EXECUTIVE SESSION

Chairman Himsel stated that due to a relatively short agenda and the possibility of a lengthy Executive Session, for the convenience of the attending audience, the Board would convene into Closed Session when all agenda items had been addressed.

24.11    DISPOSITION OF MINUTES

Regent Gray made a motion, seconded by Regent Alfaro, THAT THE BOARD APPROVE THE MINUTES OF APRIL 14, 2011.

The motion passed without a dissenting vote.
CHAIRMAN’S REPORT

Committee Reports:

- Audit and Investment Committee Chairman Wayne Gray reported the committee met at 5:30 pm, May 19, 2011. Internal audits, bond reinvestment and portfolio options were discussed.

- Building Committee Chairman Mark Hall reported his committee had not met but would like to discuss a possible real estate acquisition in Executive Session.

- Policy Committee Chairman Moore-Fontenot had no report.

Building and Facilities - Serving on the Building and Facilities Committee are Mark Hall, Chairman, Don Coffey and Keith Coburn
Policy Committee – Serving on the Policy Review Committee are Susan Moore-Fontenot, Chairman, Pete Alfaro and Judy Jirrels
Audit and Investment Committee – Serving on the Audit and Investment Committee are Wayne Gray, Chairman, Pete Alfaro and Ronn Haddox

Faculty Assembly Resolution:
A resolution from the Faculty Assembly was part of the Board packet for the May 19, 2011 meeting. Chairman Himsel deferred to President Murphy to summarize the circumstances leading to the submittal of the proclamation from the Faculty Assembly. The Assembly recommended against the proposed onetime payment for the current year. This decision was consistent with College Attorney Rick Peebles’ recommendation that retroactive compensation was contrary to State law.

Discussion ensued.

PRESIDENT’S REPORT

President Murphy offered the following comments

- Legislative Update – Budget action for higher education is still being negotiated. The goal of the Legislature is to finalize the budget and avoid a special session.

- Grievance Committee Review of Termination Policy – The Faculty Grievance Committee has requested a review of termination policies and practices based on concerns about some actions taken this year. Upon reviewing documents related to terminations, it was clear that some had not been reviewed for some time. A joint committee of administrators and faculty members will begin the review process in the fall. Documents relating to termination will be gathered over the summer as the Policy Manual is updated. Agreed upon changes will likely lead to the need to update handbooks and perhaps evaluation procedures.
• College Branding Campaign – After reviewing numerous College publications it was determined that the College needs to create a brand that appears on all publications and websites. One intent is to demonstrate through the brand the various programs and services available through Lee College. The process will add no additional cost. Design services have been provided pro bono and all existing materials will be used before conversion to the new brand. Input from the College community is being sought throughout the process using focus groups and surveys.

• Bus Service – The College has been partnering with Harris County and the City of Baytown to provide bus service. The cost of the service for students, given the extent of use, has been questioned. Regent Hall, Vice President Evans, and Dr. Murphy met with County and City Officials to discuss the situation. The City will consider picking up a greater share of the cost for the 2011-12 year and negotiate for additional changes in subsequent years to entice the College to remain partners.

INFORMATIONAL REPORTS

Financial Services Report – Vice President of Finance -Steve Evans

Earlier funding projections from the State reflected the College down $2.9 million. A more accurate number is $2.4 million.

A report of local tax revenue this month revealed College revenue is down 6%, the equivalent of $720,000 vs. a previous estimate of $1 million.

In summary, originally thought to be down next year approximately $3 million, VP Evans optimistically projects, without further budget cuts, the College will be down approximately $1.3 million going into next fiscal year. This change is due in part to the increase in our tuition to offset increases in the College’s share of health insurance retirement costs.

Fifth Year Interim Report-SACS – Vice President of Learning -Dr. Cathy Kemper

In terms of preparing for SACS, final revisions of the 14 sections of the report has commenced. With each section written differently, progress continues in achieving a unified report.

The SACS Summer Institute is in July of 2011. In addition to the Dean of Academic Studies, Dr. Jeff Theis, faculty members Roberta McClure, Evan Richards and Dana Blye will attend. This event is considered an excellent professional development experience in accreditation assessment.
PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

A. Personnel

25.11   A) CONSIDERATION OF RESIGNATION OF MARY LAUREN SUTTLE, ADVISOR

Dr. Murphy recommended that the Board accept the resignation of Mary Lauren Suttle. Ms. Suttle submitted her letter of resignation on April 4, 2011.

Regent Coburn made a motion, seconded by Regent Hall, THAT THE BOARD APPROVES THE ADMINISTRATION’S RECOMMENDATION.

The motion passed without a dissenting vote.

26.11   B) CONSIDERATIONS TO HIRE A COUNSELOR FOR STUDENTS WITH DISABILITIES

Dr. Murphy recommended that the Board award a contract to K-leigh Shaw Low for the position of counselor for Students with Disabilities.

Regent Hall made a motion, seconded by Regent Moore-Fontenot, THAT THE BOARD APPROVES THE ADMINISTRATION’S RECOMMENDATION.

The motion passed without a dissenting vote.

27.11   C) CONSIDERATION TO GRANT SABBATICAL LEAVES

Dr. Murphy recommended that the Board grant sabbatical leaves for one semester to Dr. David Jaroswzeski, Dr. Sunny Schultz, and Dr. Steve Showalter as recommended by the Sabbatical Review Committee.

Regent Coburn made a motion, seconded by Regent Haddox, THAT THE BOARD APPROVE THE ADMINISTRATIONS RECOMMENDATION.

B. New Business

28.11   CONSIDERATION OF ADDITIONS TO CORE CURRICULUM
Dr. Murphy recommended that the Board approve adding MUSI 1311, KINE 1143, 1144, 1321, and 1336 to the Core Curriculum.

Regent Gray made a motion, seconded by Regent Jirrels, THAT THE BOARD APPROVES THE ADMINISTRATION'S RECOMMENDATION.

Discussion ensued.

The motion passed with one dissenting vote made by Regent Coburn.

29.11 CONSIDERATION OF REVIEW OF TEXAS ASSOCIATION OF SCHOOL BOARD (TASB) POLICY, UPDATE 26

Dr. Murphy recommended that the Board accept the review of the first reading of TASB Board Policy Update 26. Update 26 includes new legal material arising from administrative action and legislation passed since the last Update that affect the governance and management of Texas Community Colleges. Of particular significance in this update are policy revision/additions that address: Accounting audits and related reports, Online posting requirements, Board vacancies, Tax officials, Accident prevention, Records management, Social media, Information resources, Breaks for nonexempt employees, Salary deductions, Distance learning, Off-campus and self-supporting programs, Textbook information, Degree programs, Accommodations for disabled students and Credit for transfer students.

Regent Coffey made a motion, seconded by Regent Hall THAT THE BOARD APPROVE THE ADMINISTRATION'S RECOMMENDATION BASED UPON THE RECOMMENDATION OF REGENT MOORE-FONTENOT TO ALLOW THE BOARD POLICY COMMITTEE THE OPPORTUNITY TO REVIEW CHANGES OR ADDITIONS TO UPDATE 26 BEFORE THE SECOND READING.

The motion passed with no dissenting votes.

30.11 CONSIDERATION OF MEMORANDUM OF UNDERSTANDING (MOU) FOR THE CONTINUATION OF THE EARLY COLLEGE HIGH SCHOOL (ECHS) PARTNERSHIP WITH GOOSE CREEK CONSOLIDATED INDEPENDENT SCHOOL DISTRICT (GCCISD)

Dr. Murphy recommended that the Board adopt the MOU with GCCISD subject to the following amendments:

1. That for the 2011-12 year that the ECHS be offered at two sites, including existing space already occupied at Lee College.
2. That an additional location be found such as the Peter Hyland Center, to continue the program during the second year.
3. That GCCISD pay the sum of $10,000 for each current College classroom used and $5,000 for each current office used.
4. That the College and GCCISD immediately begin negotiations to create a facility on or adjacent to the Lee College campus to create a permanent location for the ECHS.

Regent Alfaro made a motion, seconded by Regent Moore-Fontenot, THAT THE BOARD APPROVES THE ADMINISTRATION’S RECOMMENDATION.

Discussion ensued.

The motion passed with no dissenting votes.

31.11 CONSIDERATION TO PURCHASE SACS ACCREDITATION SOFTWARE PURCHASE

Dr. Murphy recommended that the Board approve the purchase of the accreditation software from Compliance Assist.

Regent Coburn made a motion, seconded by Regent Haddock, THAT THE BOARD APPROVE THE ADMINISTRATION’S RECOMMENDATION.

The motion passed with no dissenting votes.

C. Matters of Concern for Future Agendas

- Software Purchase to Evaluate Room Utilization Proposal.
- Administration to provide for Board review all programs that have not been profitable or low performance.

EXECUTIVE SESSION

Chairman Himsel announced at 7:15 p.m. that the Board would convene in closed meeting to discuss Texas Government Code Section 551.072 – Discussing purchase, exchange, lease or value of real property.

At 7:55 p.m., the Board reconvened into an Open meeting.

D. Adjournment
Chairman Himsel declared the meeting adjourned at 7:56 pm.

Chairman, Board of Regents

Secretary, Board of Regents