MEETING OF THE LEE COLLEGE BOARD OF REGENTS
LEE COLLEGE DISTRICT
June 16, 2011

The Board of Regents of the Lee College District met June 16, 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

ABSENT: Rick Peebles, College Attorney

INVOCATION AND PLEDGE TO THE FLAG

Regent Don Coffey said the invocation and led the pledge to the flag.

EXECUTIVE SESSION

NONE

32.11   DISPOSITION OF MINUTES

Regent Gray made a motion, seconded by Regent Alfaro, THAT THE BOARD APPROVE THE MINUTES OF MAY 19, 2011.

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

Committee Reports:

- Audit and Investment Committee Chairman Wayne Gray reported the committee has not met. Regent Gray and VP of Finance Steve Evans communicate frequently as VP Evans monitors rates for the refinace of bonds, anticipating the opportunity to secure a more satisfactory bond rate soon.

- Building Committee Chairman Mark Hall reported the committee had not met but plans to discuss the prospect of a real estate acquisition in Executive Session.

- Policy Committee Chairman Moore-Fontenot notified the Board that the Texas Association of School Boards (TASB) who provides contracted policy services thru the Texas Association of Community Colleges (TACC) will increase its costs of services due to the expanding quantity of services and to maintain the high quality services they provide. Annual dues paid to TACC will reflect the increase in TASB services. The estimated increase will be approximately $3,500 per year, compared to previous annual cost of approximately $300 per year.

- Update 26 – Regent Moore-Fontenot reported that the administration has been very busy with changes in the current Policy Update 26. The first phase of the policy review is expected to be completed by June 30, followed by the complete policy manual review by the end of July. Regent Moore-Fontenot recommended delaying the second reading until the Policy Committee reviews policy manual changes, after which Policy Update 26 will go before the Board for the second reading.

Dr. Murphy added that approximately 40 of the 50 community colleges in Texas have expressed an interest in organizing a consortia arrangement to encourage continuous quality of services TASB provides.

- Chairman Himsel announced the appointment of the 2011 Presidential Search Committee. Regent Keith Coburn was appointed chairman. Regents Pete Alfaro and Ronn Haddox comprise the committee. Additional information will be reported by Regent Coburn.

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
PRESIDENT'S REPORT

President Murphy reported on the following:

Legislative

- Huntsville – We are anticipating some significant changes, including the discontinuance of some programs and the addition and transfer of one or two others. One facility will no longer be available. Certificates and the Associate of Applied Science will continue to be offered on an “as needed” basis. We are waiting for direction from the Windham School District and the Texas Department of Criminal Justice.
- We are reviewing our obligations to require evidence of meningitis vaccinations for students over 30 years of age. The Texas Association of Community Colleges is working with the Texas Higher Education Coordinating Board to determine what community colleges are required to do. It appears that the primary emphasis was on residential campuses, but community colleges seem to be included as well.
- Windham will continue to offer ABE/GED instruction, contrary to speculation that community colleges would assume this role.

Classroom/Laboratory/Studio Inventory

- An in depth inventory of room utilization is underway. The inventory will include room contents such as furnishings and technology as well as room capacity. Deviations from the schedule matrix are also being examined to determine if they create inefficiencies without adding value to the students’ experiences. When this inventory has been completed and reviewed by the Instructional Council, it should provide guidance to the Board Building Committee.

Budget

- The Huntsville budget is under review given the many anticipated changes.
- The campus budget plan presented last spring that called for reductions and reallocations continues to be developed as state and local funding becomes more certain.

President’s Office

Windi O’Shields has joined the office to assist Mary Litton who will assume more responsibility for the Presidential Search. Amanda Summers and Mary Ann Amelang will offer administrative assistance in human resources and document editing respectively. Ms O’Shields has been working in Institutional Advancement for some time and is highly regarded.
INFORMATIONAL REPORTS

Financial Services Report – Vice President of Finance and Administration, Steve Evans

In response to Chairman Himsel’s question about a certificate of deposit, referenced in the May Financial Report, exceeded the maximum insurable amount and was that a concern? VP Evans responded that this was not a matter of concern because the statement issued reflected earned interest on the certificate and that a check had been issued to the College for the interest earned amount.

VP Evans distributed 2012 Budget Outlook Reports to regents for their review.

In summary, the financial outlook for the College starting the fiscal year 2012 is in good shape with a surplus of $1 million dollars.

Discussion ensued.

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

Dr. Kemper reported that Compliant Assist, an approved software purchase at the last Board of Regents meeting is now being utilized and documents are being uploaded for the SACS 5th Year report.
Dr. Kemper briefly described the modules and the capabilities of this implementation and how it will enable the College to attain SAC’s accreditation and compliance in regard to HB2504.

PUBLIC COMMENT

Steve Neihaus, Lee College Faculty Assembly President commented that upon learning that President Murphy intended resignation, he called a meeting of the assembly. An ad hoc committee was formed and was charged with making the following recommendations to the Board of Regents:

- The faculty recommends a national search for filling the position of College President
- The faculty recommends that there be substantive representation from the faculty on the Presidential Search Committee.
- The faculty recommends the entire Presidential Search Committee participate in interviewing candidates.

In addition, Neihaus presented handouts reflecting the ideal characteristics, challenges and opportunities and minimum requirements for the next presidential search for regents to review further.
NEW BUSINESS

A. Personnel

33.11 RESIGNATION

CONSIDERATION OF RESIGNATION OF PRESIDENT MICHAEL T. MURPHY

Dr. Murphy recommended that the Board accept his notification letter to exercise his option to not renew his annual contract that ends on January 4, 2012.

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

The motion passed without a dissenting vote.

34.11 CONSIDERATIONS OF CONTRACT FOR WEB SERVICES MANAGER

Dr. Murphy recommended that the Board award a contract to Roger Demary for the position of Web Service Manager. President Murphy explained in detail the urgent need for this position to be filled and that two previous efforts to hire a qualified person for the position failed due to a lower salary range.

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

The motion passed without a dissenting vote.

35.11 CONSIDERATION TO PURCHASE FLOOD INSURANCE

Dr. Murphy recommended that the Board renew the contract with Texas Farmers Insurance Agency to provide flood insurance to the District for the annual sum of $55,997.

Regent Coburn made a motion, seconded by Regent Moore-Fontenot, THAT THE BOARD APPROVE THE ADMINISTRATIONS RECOMMENDATION.

Discussion ensued.

The motion passed with one dissenting vote made by Regent Hall.
B. New Business

36.11 CONSIDERATION OF COMPLETION OF VOIP COMMUNICATION PROJECT

Dr. Murphy recommended that the Board approve the completion of VoIP (Voice over Internet Protocol) to DataVox for the sum of $198,726.68. This purchase utilizes the State of Texas DIR-SDD-1513 contract.

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

Discussion ensued.

The motion passed with no dissenting votes.

37.11 CONSIDERATION OF PURCHASE OF SIM BABY FIDELITY MANNEQUIN

Dr. Murphy recommended that the Board of Regents approve the acquisition of capital equipment for simulation to be used by the nursing programs. The item will be purchased from Laerdal, utilizing the TASB BuyBoard contract #363-10.

Regent Alfaro made a motion, seconded by Regent Haddox, THAT THE BOARD APPROVE THE ADMINISTARTION’S RECOMMENDATION.

The motion passed with no dissenting votes.

38.11 CONSIDERATION OF THE SELECTION OF A PRESIDENTIAL SEARCH FIRM

Dr. Murphy recommended on behalf of the Board of Regents Chairman Mark Himsel and the Search Committee Chairman Regent Keith Coburn, that the Regents approve Gold Hill Associates as consultants for the national presidential search at a cost of $40,000, inclusive of travel.

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

Discussion ensued.
The motion passed with no dissenting votes.

39.11 CONSIDERATION OF AMENDMENT TO INTERLOCAL AGREEMENT FOR HARRIS COUNTY TRANSIT SERVICES

Dr. Murphy recommended that the Board approve an amendment to the Interlocal Agreement with Harris County for continuation of transit services for the annual sum of $83,140.

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

Discussion ensued.

Regent Coburn made a second motion to amend the first motion made by Regent Alfaro to include notification stating that by a date no later than March 15, 2012, the College will notify the City of Baytown of the College’s intent to commit to a future contract for transit services. Regent Coffey seconded the motion.

Both motions were passed with no dissenting votes.

40.11 CONSIDERATION OF RETURN OF PERFORMING ARTS CENTER DONATION

Dr. Murphy recommended that the Board approve returning a donation gift to Mrs. Linda Hunnings in the amount of $30,000.

Discussion ensued.

Regent Coffey made a motion, seconded by Regent Alfaro, TO APPROVE THE ADMINISTRATIONS RECOMMENDATION.

The motion passed with no dissenting votes.

C. Matters of Concern for Future Agendas

- Request for discussion and look at benefits of eliminating programs due to difficult financial times.
- Budget Workshops

D. Adjournment
Chairman Himsel declared the meeting adjourned at 7:30 pm.

Chairman, Board of Regents

Secretary, Board of Regents