

# **B** Brazosport College

THE COLLEGE OF CHOICE



**BOARD OF REGENTS**

## **A G E N D A**

REGULAR MEETING

**December 13, 2012**

## BRAZOSPORT COLLEGE

Notice is hereby given that on the 13<sup>th</sup> day of December, 2012, a Regular Meeting of the Board of Regents of the Brazosport College is scheduled at 12:30 p.m., in Room 104, in the Brazosport College Corporate Learning Center, located in Lake Jackson, Texas. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this notice.

If, during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required, in relation to any item included in this notice then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071-551.086, inclusive, of the Open Meetings Act, including, but not limited to:

- |                 |   |
|-----------------|---|
| Section 551.071 | For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.  |
| Section 551.072 | For the purpose of discussing the purchase, exchange, lease or value of real property.  |
| Section 551.073 | For the purpose of considering a negotiated contract for a prospective gift or donation.  |
| Section 551.074 | For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.   |
| Section 551.076 | To consider the deployment, or specific occasions for implementation, of security personnel or devices; or a security audit..   |
| Section 551.082 | For the purpose of considering discipline of a public school student or to hear a complaint by an employee against another employee if the complaint or charge results in a need for a hearing.   |
| Section 551.083 | For the purpose of considering the standards, guidelines, terms, or conditions the Board will follow, or instruct its representatives to follow, in consultation with representatives of employee groups in connection with consultation agreements provided for by Section 13.901 of the Texas Education Code. |
| Section 551.084 | For the purpose of excluding any witness or witnesses from a hearing during examination of another witness.   |
| Section 551.086 | For the purpose of discussing economic development negotiations, or the offer of financial or other incentives.   |

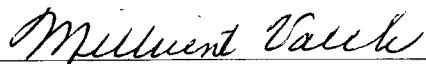
Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- (a) the open meeting covered by this notice upon the reconvening of this public meeting, or
- (b) at a subsequent public meeting of the Board upon notice thereof as the Board shall determine.

Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring an accommodation for access to the meeting must notify the Brazosport College District by informing the Dean, Human Resources and Payroll, the District's ADA Coordinator, in writing 24 hours prior to the scheduled meeting of the necessity of an accommodation. Upon receipt of this request, the District will furnish appropriate auxiliary aids and services when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the Board meeting nondisabled individuals enjoy.

### CERTIFICATE AS TO POSTING OR GIVING OF NOTICE

On this 10<sup>th</sup> day December, 2012, at 12:00 Noon, this notice was posted on a bulletin board located at a place convenient to the public in the central administrative office of the Brazosport College District, 500 College Drive, Lake Jackson, Texas, and readily accessible to the general public at all times.

  
Secretary, Board of Regents

Mission Statement

Brazosport College exists to improve quality of life by providing associate and baccalaureate degree programs, academic transfer programs, job-skills training, and cultural enrichment in an efficient and cost-effective manner. The board, faculty and staff are committed to student success by responding to student needs, creating a dynamic learning environment, exceeding expectations, and enriching our community.

December 10, 2012

Board of Regents  
Brazosport College

Members of the Board:

A regular meeting of the Brazosport College Board of Regents is scheduled for Thursday, December 13, 2012 at 12:30 p.m., in Room 104, in the Brazosport College Corporate Learning Center, located in Lake Jackson, Texas. After the Open Session, the Board will convene in Executive Session in Room 105. After the Executive Session, the Board will reconvene in Open Session in Room 104.

The agenda is as follows:

- 1. Roll Call
- 2. Invocation
- 3. Approval of Minutes

November 19, 2012

- 4. Communications

None

- 5. Audience to Patrons and Petitions

- 6. Information Items

- a. Enrollment Reports

(1) Community Education Courses. The Director, Community Education, reports the following enrollment for the Community Education Program for the month of November 2012:

<u>November</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Students – Month	116	62	144
Students – YTD	5,865	5,063	5,540

- (2) Center for Business/Industry Training. The Director, Center for Business/Industry Training, reports the following enrollment and participant hours for November 2012:

<u>November</u>	<u>2011</u>	<u>2012</u>
Enrollment for Month	866	1,809
Enrollment Year-to-Date	16,345	15,666
Participant Hours for Month	7,949	21,024
Participant Hours Year-to-Date	182,362	191,813

- b. Report of Taxes Collected. The report of taxes collected for the month of November will be presented in the January Board agenda since it had not been received at the time of the agenda preparation.
- c. Report of Unfilled Positions. The Vice President, Human Resources, reports on page 12 on vacant positions that are currently being advertised.
- d. Approval of New Teachers for Community Education Programs. The Director, Community Education, reports on three new teachers for the Community Education Program.
- e. Fund Development Report. On pages 13-14, the Associate Vice President, Institutional Advancement, reports on fund development activities for the months of November and December 2012.
- f. Law Enforcement Graduation. The Law Enforcement Academy Graduation will be held on Friday, December 14, 2012 at 6:00 p.m. in *The Clarion*.
- g. January Board of Regents Meeting. The regular Board meeting for January is scheduled for Tuesday, January 22, 2013, at 6:30 p.m.
- h. Outline for the Board Workshop February 1-2, 2013. On page 15 is a draft agenda for the annual Board Workshop scheduled for February 1-2, 2013. It would be appropriate for the Board to review this draft and make suggestions for additions or changes.
- i. Counselor/Administrator Dinner. The annual Counselor/Administrator Dinner is scheduled for Tuesday, February 26, 2013, at 6:00 p.m. The dinner and program provide a way for the College to show appreciation for the work that local ISD administrators and counselors do to assist their students with planning their college career at BC and/or taking dual credit or concurrent courses. College Board of Regents members are invited as guests of the College.
- j. 2013 Career Fair. Brazosport College will host its annual Career Fair on Tuesday, March 26, 2013, for approximately 1,700 juniors from the Angleton, Brazosport, Columbia-Brazoria, Danbury, and Sweeny Independent School Districts. A variety of activities designed to provide career and educational information will be provided through this cooperative effort among Brazosport College, the ISD's, business, industry, and civic organizations. This year we will be celebrating the 20th anniversary of this very unique and exciting event.

- k. 2013 Commencement. Commencement exercises for the 2012-2013 academic year are scheduled for Saturday, May 11, 2013, in the Dow Academic Center. In order to accommodate our increasing number of graduates and their families, we will have two ceremonies scheduled to begin at 10:00 a.m. and at 2:00 p.m. Each ceremony will have a reception for graduates immediately following. We will host a lunch for faculty, staff, platform guests, and board members in between the ceremonies.
- l. Catering Contractors for the Dow Academic Center. A request for Catering and Meal Services for the Dow Academic Center was issued and proposals were reviewed on Monday, December 1, 2012. The following enterprises were approved to provide these services in addition to those already selected:
- Jovy’s Homemade Tamales – Clute.
  - Table 24 (formerly Café Annice) – Lake Jackson.
- m. 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 policies may be addressed to the President prior to the meeting for clarification and/or discussion.

This policy is presented for the Board’s information.

ACCOUNTING	CD (LEGAL)
	The accounts of the College District shall be maintained in accordance with the approved financial reporting system. <i>Education Code 61.065</i>
COLLECTION OF DELINQUENT OBLIGATIONS	If under the rules adopted by the attorney general under Government Code Chapter 2107, the College District is not required to refer a delinquent obligation for collection to the attorney general, the College District is not required to expend resources for further collection efforts if, considering the amount, security, likelihood of collection, expense, and available resources, the College District determines that further collection should not be actively pursued. <i>Education Code 51.010</i>
ABANDONED PROPERTY	Property Code Chapter 76 applies to the College District only if the Board takes formal action to opt to handle property presumed abandoned under Property Code Chapter 72 or Chapter 75 and valued at \$100 or less in accordance with the Chapter. <i>Property Code 76.001</i>
UNCLAIMED MONEY FUND	This section applies to a credit balance of less than \$25 held by an institution of higher education that is presumed abandoned under Property Code Chapter 72.

The College District may maintain an unclaimed money fund and transfer to that fund a credit balance to which this section applies. A deposit to the unclaimed money fund does not affect the ownership of the amount deposited. The College District shall:

Adopt procedures for owners to make and receive payments of claims against the fund; and

Maintain a database that permits members of the public to search for ownership of unclaimed funds.

The College District shall use the fund to pay the claims of persons establishing ownership of amounts transferred to the fund and shall hold and account for the unclaimed money fund as educational and general funds of the College District. If the fund balance is insufficient to pay a valid claim, the College District shall pay the claim from the College District's other educational and general funds.

Each fiscal year, after deducting funds sufficient to pay anticipated expenses of and claims against the unclaimed money fund, the College District shall use the balance of the fund as other educational and general funds of the College District.

If the College District maintains an unclaimed money fund under this section, Property Code Chapter 74 does not apply to a credit balance to which this section applies.

*Education Code 51.011; Property Code 74.001(c)*

## 7. Reports and Presentations

### a. President's Report.

- Student Success Initiatives
- Legislative Issues
- College Update

## 8. Unfinished Business

- ### a. Board Policy - BDB (Local). Board policy BDB (Local) has been revised by legal counsel and is presented for the Board's consideration. Board policy provides that additions or revisions to policies are to be presented at one meeting and adopted at a subsequent meeting.

This policy is presented for second reading.

COLLEGE BOARD MEETINGS  
PUBLIC PARTICIPATION

BDB  
(LOCAL)

CITIZEN  
PARTICIPATION

The Board shall solicit the advice and counsel of citizens in planning and operating the District. **At regular Board meetings, the Board shall hear from persons who desire to make comments. Audience participation at a Board meeting is limited to the public comment portion of the meeting designated for that purpose.**

A citizen shall seek solutions to concerns, questions, and problems by following the College District's complaint procedures. [See GB (Local)]

AGENDA  
REQUEST  
AUDIENCE TO  
PATRONS AND  
PETITIONS

The citizen's request to address the Board shall be made in writing **before commencement of the meeting. The citizen shall complete the form designated for this purpose.** ~~through the College President's office no later than 12:01 p.m. two business days preceding the date of the regular or special meeting [See BD (LOCAL)].~~ **A form, "Audience to Patrons and Petitions" Forms will be made available at the meeting location prior to the start of the meeting.** ~~is on the College webpage at <http://www.brazosport.edu/sites/general/boardofregents> and must be completed and submitted within the time period specified.~~ The request shall include the person's name, address, phone number, and the subject matter he/she wishes to discuss.

GUIDELINES FOR  
ADDRESSING THE  
BOARD UNDER  
AUDIENCE TO  
PATRONS AND  
PETITIONS

1. **Presentations generally shall not exceed four minutes. The Board Chair may adjust this number to accommodate additional speakers who desire to speak at the same meeting.**
2. **Delegations of two or more persons on the same subject may be asked to appoint a spokesperson.**
3. **In response to public comments, the Board may furnish specific factual information or recite existing policy, but the Board shall not deliberate or make a decision on issues not posted on the meeting notice.**
4. **If public presentations on agenda and nonagenda items will take longer than 20 minutes, the nonagenda presentations may be moved to the end of the Board meeting.**
5. **Presenters shall refrain from complaining by names about specific College personnel. A presenter who desires to complain about individuals by name may be asked to deliver his or her comments in closed session unless the individual who is the subject of the complaint desires that the matter be heard in public.**

**6. The Board chair or designee shall determine whether a person addressing the Board has attempted to resolve a matter administratively through resolution channels established by policy. If the person has not pursued administrative channels, the person shall be referred to the appropriate policy to seek resolution (employee complaints, DGBA; student complaints, FLD; public complaints, GB)**

~~Complaints and concerns for which other resolution procedures are provided shall be directed through those channels. [See DGBA (Local), FM and FMA (Local)]~~

**DELEGATIONS**

~~Delegations of more than five persons shall appoint a spokesperson to represent their viewpoint before the Board.~~

**BOARD MEETINGS**

During Board meetings, citizens shall not be permitted to enter into discussion or debate on matters being considered by the Board.

If a citizen's request has been scheduled on the agenda, the Board shall make whatever response or take whatever action it deems appropriate to handle the matter. Such response or action may include:

1. Providing an immediate response or taking immediate action.
2. Referring the matter to the College President for action or for further recommendations.
3. Referring the matter to a later meeting for further discussion or study.
4. Indicating that the matter will be taken under advisement.

It would be appropriate for the Board to approve the policy as presented.

9. New Business

- a. Audit Report. The Audit Report was provided as a separate exhibit prior to delivery of this agenda. Kevin Cadenhead will be on hand to discuss the Audit Report and answer questions.

It would be appropriate for the Board to approve the Audit Report.

- b. Personnel

- (1) Employment. On page 16 is a communication from the Senior Vice President, Academic and Student Affairs, recommending the employment of Alice "Beth" Cassidy as Director, Workforce and School Partnerships for the 2012-2013 academic year. A biographical summary and position notice are included on pages 17 and 18.



The President joins in the recommendation.

- (2) Employment. On page 19 is a communication from the Vice President, Industry and Community Resources, recommending the employment of Penny Madonna Adams as Director, Center for Business and Industry Training for the 2012-2013 academic year. A biographical summary and position notice are included on pages 20 and 21.

The President joins in the recommendation.

- c. Financial Report and Bills Paid. The financial report for November 2012 is included as a separate exhibit. It is recommended that the Board accept the financial report and approve the bills paid.

### **Executive Session – Room 105**

The President requests an Executive Session as provided in the Texas Government Code, Sections 551.071 and 551.074.

- (1) For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law, including discussion of a proposed settlement of EEOC charge no. 460-2012-02829C.
- (2) For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

### **Open Session – Room 104**

#### Action on Items Discussed in Executive Session

Consideration and action, if any, regarding items discussed in Executive Session. (Those listed under Executive Session in this notice.)

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

Sincerely,



Millicent M. Valek  
President

**Board of Regents  
Brazosport College  
November 19, 2012**

A regular meeting of the Brazosport College Board of Regents was held on Monday, November 19, 2012, at 6:30 p.m., in Room 104, in the Brazosport College Corporate Learning Center, located in Lake Jackson, Texas. The following regents were present:

Carolyn Johnson  
Sharon Rogers  
Joe C. Greer, Jr.  
Jerry Hinojosa  
Lucilla Henderson  
Harry F. Koester, Jr.  
John Gilbert  
Robert Perryman

The following regent was absent:  
Lillian D. Lockett

The following staff members were present:

Dr. Millicent Valek  
Fred J. Scott  
Dr. Herb Miles  
Dr. John Ray  
Dr. Ken Tasa  
Serena Andrews

Also present were:

Jo Greathouse, Brazosport College  
Sara Garska, Brazosport College  
Cindy Ullrich, Brazosport College  
David Shaw, Brazosport College  
Ginger Wooster, Brazosport College  
Anne Bartlett, Brazosport College  
Lynda Villanueva, Brazosport College  
Billy Loveless, Brazosport College  
Robert Ramirez, Student  
Kaylan Johnson, Student  
Lisa Brown, Thompson & Horton LLP

**Open Session**

Chair Carolyn Johnson called the meeting to order at 6:30 p.m. Dr. John Ray gave the invocation. Sharon Rogers moved that the minutes of October 15, 2012, be approved as presented. Robert Perryman seconded the motion. The motion passed unanimously.

**Communications**

None

**Audience to Patrons and Petitions**

None Scheduled

**Information Items****a. Enrollment Reports**

- (1) **Community Education Courses.** The Director, Community Education, reported the following enrollment for the Community Education Program for the month of October 2012:

<b>October</b>	<b><u>2010</u></b>	<b><u>2011</u></b>	<b><u>2012</u></b>
Students – Month	631	541	790
Students – YTD	5,749	5,001	5,396

- (2) **Center for Business/Industry Training.** The Director, Center for Business/Industry Training, reported the following enrollment and participant hours for October 2012:

<b>OCTOBER</b>	<b><u>2011</u></b>	<b><u>2012</u></b>
Enrollment for Month	1,392	1,534
Enrollment Year-to-Date	15,479	13,857
Participant Hours for Month	17,528	19,997
Participant Hours Year-to-Date	174,415	170,789

- b. **Report of Taxes Collected.** The tax collection report for October 2012 was included in the agenda.
- c. **Report of Unfilled Positions.** The Vice President, Human Resources, reported in a communication included in the agenda, on vacant positions that are currently being advertised.
- d. **Approval of New Teachers for Community Education Programs.** The Director, Community Education, reported no new teachers for the Community Education Program.
- e. **Community Education Spring, 2013, Schedule.** Under authority granted by the Board, the President approved the courses and teachers for the Community Education Program for the Spring 2013 semester as recommended by the Director, Community Education, in a communication included in the agenda.
- f. **Fund Development Report.** The Associate Vice President, Institutional Advancement, reported in a communication included in the agenda, on fund development activities for the months of October and November, 2012.
- g. **Annual Library Report.** The Director, Library Services, reported in a communication included in the agenda, on the activities of the Library for the period of September 2011 through August 2012.

- h. Additional Funding for Adult Basic Education (ABE) Program.** Under the authority granted by the Board, the President has approved additional funding for the 2012-2013 Adult Basic Education Program in the amount of \$12,000.
- i. Texas Workforce Commission Skills Development Fund Grant.** Under the authority granted by the Board, the President has approved a Skills Development Fund grant in the amount of \$1,373,881 for training for The Dow Chemical Company personnel. This is a partnership grant with College of the Mainland and San Jacinto College with Brazosport College as the lead partner.
- j. Review and Interview of Auditors.** Board Policy CDC (LOCAL) states that the Board will select the college auditor no later than January of the fiscal year. The following is a proposed schedule of events that Brazosport College plans to follow in conducting this solicitation:
- |  |                   |
|--|-------------------|
| Delivery of Request for Proposal             | November 12, 2012 |
| Bidders Conference, 2:00 p.m., C133          | November 14, 2012 |
| Submission of Proposals                      | December 13, 2012 |
| Interview of Audit Firms by Board of Regents | January 22, 2013  |
| Selection of Audit Firm                      | January 22, 2013  |
- k. Brazosport College Foundation Annual Holiday Meeting.** The Annual Holiday meeting of the Foundation Board of Directors is scheduled for Friday, November 30, 2012, at 6:30 p.m. It will be held at the home of Frank and Lana Mauro. Invitations have been extended to the Board of Regents and guests.
- l. Reminder of Regularly Scheduled Board Meeting for December and January.** The December Board meeting is scheduled for Thursday, December 13, 2012, at 12:30 p.m. The annual holiday luncheon will precede the meeting and will begin at 11:30 a.m. The regular Board meeting for January is scheduled for Tuesday, January 22, 2013.
- m. Festival of Carols.** The 2012 Festival of Carols begins on Sunday, December 2, 2012, at 2:30 p.m., with a concert featuring the Brazosport College and Community Wind Ensemble, which features groups from not only BC but also Alvin Community College and College of the Mainland. On December 6, 2012, Santa will join Student Life to provide pre-event activities for the Brazosport College Young People's Choir Concert that begins at 7:30 p.m. This year's Festival of Carols feature act will be Steel Magnolia on December 8, 2012, at 7:30 p.m. Tickets are currently available from *The Clarion*. The Festival of Carols will conclude on December 9, 2012, at 4:00 p.m. with a performance by the Brazosport Symphony Orchestra. In the spirit of holiday giving, donations of nonperishable food items will be accepted at all of these events.
- n. Retirement Celebration.** The retirement celebration for Dr. John Ray, Vice President, Industry and Community Resources, will be held on Wednesday, December 12, 2012, in the Corporate Learning Center, Room CLC-103B from 10:30 until Noon. The formal program will begin at 11:00 a.m. A scholarship fund is being established in his honor through the Brazosport College Foundation. Invitations will follow.

- o. Counselor/Administrator Dinner.** The annual Counselor/Administrator Dinner is scheduled for Tuesday, February 26, 2013, at 6:00 p.m. The dinner and program provide a way for the College to show appreciation for the work that local ISD administrators and counselors do to assist students with planning their college career at BC and/or taking dual credit or concurrent courses. College Board of Regents members are invited as guests of the College.
- p. 2013 Career Fair.** Brazosport College will host its annual Career Fair on Tuesday, March 26, 2013, for approximately 1,700 juniors from the Angleton, Brazosport, Columbia-Brazoria, Danbury, and Sweeny Independent School Districts. A variety of activities designed to provide career and educational information will be provided through this cooperative effort among Brazosport College, the ISD's, business, industry, and civic organizations. This year we will be celebrating the 20<sup>th</sup> anniversary of this very unique and exciting event.
- q. 2013 Commencement.** Commencement exercises for the 2012-2013 academic year are scheduled for Saturday, May 11, 2013, in the Dow Academic Center. In order to accommodate our increasing number of graduates and their families we will have two ceremonies scheduled to begin at 10:00 a.m. and at 2:00 p.m. Each ceremony will have a reception for graduates immediately following. We will host a lunch for faculty, staff, platform guests, and board members in between the ceremonies.
- r. Retirement.** Under authority granted by Board Policy DDA (Local), the President accepted the written notice of retirement from:
- Dale Sullivan, Director, Construction Projects, effective December 31, 2012
- s. 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 policies may be addressed to the President prior to the meeting for clarification and/or discussion.

This policy was presented for the Board's information.

#### ANNUAL OPERATING BUDGET

CC  
(LEGAL)

#### AUTHORIZED EXPENDITURES

The College District shall not lend its credit or gratuitously grant public money to things of value in aid of any individual, association, or corporation. *Tx. Const. Art. III, Sec. 52; Brazoria County v. Perry, 537 S.W.2d 89 (Civ. App. 1976)*

The College District shall not grant any extra compensation, fee, or allowance to a public officer, agent, servant, or contractor after service has been rendered or a contract entered into and performed in whole or in part. Nor shall the College District pay or authorize the payment of any claim against the College District under any agreement or contract made without authority of law. *Tx. Const. Art. III, Sec. 53; Harlingen ISD v. C.H. Page and Bro., 48 S.W.2d 983 (Comm. App. 1932)*

COMMITMENT OF  
CURRENT REVENUE

A contract for the acquisition, including lease, of real or personal property is a commitment of the College District's current revenue only, provided the contract contains either or both of the following provisions:

1. Retains to the Board the continuing right to terminate the contract at the expiration of each budget period during the term of the contract.
2. Is conditioned on a best efforts attempt by the Board to obtain and appropriate funds for payment of the contract.

*Local Gov't Code 271.903*

PREPARATION

The budget shall include salaries and emoluments for faculty and staff listed by position. *19 TAC 13.44*

The operating budget shall:

1. Include general revenue, local funds, and estimated institutional funds;
2. Include detail by department for current and prior year;
3. Include a summary by functional categories for current and prior year;
4. Include a summary of the instructional budget by college or school for the current and preceding year; and
5. Include a summary by amount and method of finance for each listed informational item in the general appropriation act; and
6. Be prepared within the limits of revenue available.

*19 TAC 13.45*

ADOPTION

An itemized budget covering the operation of the College District shall be approved on or before September 1 of each year for the fiscal year beginning of September 1 of each year. *Education Code 51.0051, 19 TAC 13.42*

Copies of the annual operating budget, including current operating funds, shall be furnished to the Coordinating Board (two copies), the Governor's Budget and Planning Office, Legislative Budget Board, and Legislative Reference Library by December 1 of each year. Additional copies shall be delivered to the Coordinating Board as required.

The Board shall retain five copies of the budget for distribution to legislators or other state officials on request.

Copies shall be maintained in the College District's library.

*Education Code 51.0051, 19 TAC 13.43*

CERTAIN DONATIONS	The College District may donate funds or other property or service to the adjutant general's department or to the Texas National Guard. <i>Gov't Code 431.035(b), 431.045(b)</i>
FAILURE TO COMPLY WITH BUDGET REQUIREMENTS	A Board member who votes to approve any expenditure of school funds in excess of the item or items appropriated in the adopted budget or a supplementary or amended budget commits a misdemeanor offense. <i>Education Code 44.052(c)</i>

### **Reports/Presentations**

- a. **Outline for Development of Agenda for February 1-2, 2013, Board Workshop.** Included in the agenda, was a draft agenda for the annual Board Workshop scheduled for February 1-2, 2013.
- b. **Student Success Tools Report.** A presentation was made on two new student success tools currently in use: Zogotech Estudios and Career Coach. Estudios is an analytical tool that allows users to easily view student learning outcomes data by various metrics. Career Coach is an online career and educational tool available on the college web site that provides career information and matches career opportunities with college degree and certificate programs.
- c. **Student Achieving the Dream Fellowship.** Brazosport College student Robert Ramirez was recently named as an Achieving the Dream DREAMbassador. He is one of only four students in the nation selected for this honor. Robert presented to the Board information about his role as a DREAMbassador. Robert traveled to Maryland recently for training and orientation and will be presenting a workshop in February in California.
- d. **President's Report.**
  1. THECB Task Force
  2. College Update

### **Unfinished Business**

- a. **Board Policy - BDB (Local).** *Tabled.* Board policy BDB (Local) has been revised by legal counsel and is presented for the Board's consideration. Board policy provides that additions or revisions to policies are to be presented at one meeting and adopted at a subsequent meeting.

This policy was presented for second reading. This item was tabled.

COLLEGE BOARD MEETINGS PUBLIC PARTICIPATION	BDB (LOCAL)
CITIZEN PARTICIPATION	The Board shall solicit the advice and counsel of citizens in planning and operating the District. <b>At regular Board meetings, the Board shall hear from persons who desire to make comments. Audience participation at a Board meeting is limited to the public comment portion of the meeting designated for that purpose.</b>

**AGENDA  
REQUEST  
AUDIENCE TO  
PATRONS AND  
PETITIONS**

A citizen shall seek solutions to concerns, questions, and problems by following the College District's complaint procedures. [See GB (Local)]

The citizen's request to address the Board shall be made in writing **before commencement of the meeting. The citizen shall complete the form designated for this purpose.** ~~through the College President's office no later than 12:01 p.m. two business days preceding the date of the regular or special meeting [See BD (LOCAL)]. A form, "Audience to Patrons and Petitions" Forms will be made available at the meeting location prior to the start of the meeting. is on the College webpage at <http://www.brazosport.edu/sites/general/boardofregents> and must be completed and submitted within the time period specified.~~ The request shall include the person's name, address, phone number, and the subject matter he/she wishes to discuss.

**GUIDELINES FOR  
ADDRESSING THE  
BOARD UNDER  
AUDIENCE TO  
PATRONS AND  
PETITIONS**

1. **Presentations generally shall not exceed four minutes. The Board Chair may adjust this number to accommodate additional speakers who desire to speak at the same meeting.**
2. **Delegations of two or more persons on the same subject may be asked to appoint a spokesperson.**
3. **In response to public comments, the Board may furnish specific factual information or recite existing policy, but the Board shall not deliberate, discuss, or make a decision on issues not posted on the meeting notice.**
4. **If public presentations on agenda and nonagenda items will take longer than 20 minutes, the nonagenda presentations may be moved to the end of the Board meeting.**
5. **Presenters shall refrain from complaining by names about specific College personnel. A presenter who desires to complain about individuals by name may be asked to deliver his or her comments in closed session unless the individual who is the subject of the complaint desires that the matter be heard in public.**
6. **The Board chair or designee shall determine whether a person addressing the Board has attempted to resolve a matter administratively through resolution channels established by policy. If the person has not pursued administrative channels, the person shall be referred to the appropriate policy to seek resolution (employee complaints, DGBA; student complaints, FLD; public complaints, GB)**



<del>DELEGATIONS</del>	<del>Complaints and concerns for which other resolution procedures are provided shall be directed through those channels. [See DGBA (Local), FM and FMA (Local)]</del>
<del>DELEGATIONS</del>	<del>Delegations of more than five persons shall appoint a spokesperson to represent their viewpoint before the Board.</del>
BOARD MEETINGS	<p>During Board meetings, citizens shall not be permitted to enter into discussion or debate on matters being considered by the Board.</p> <p>If a citizen's request has been scheduled on the agenda, the Board shall make whatever response or take whatever action it deems appropriate to handle the matter. Such response or action may include:</p> <ol style="list-style-type: none"> <li>1. Providing an immediate response or taking immediate action.</li> <li>2. Referring the matter to the College President for action or for further recommendations.</li> <li>3. Referring the matter to a later meeting for further discussion or study.</li> <li>4. Indicating that the matter will be taken under advisement.</li> </ol>

**b. Board Policy - BD (Local).** Harry F. Koester, Jr. moved that the Board approve this policy as presented. Jerry Hinojosa seconded the motion. The motion passed unanimously.

BOARD MEETINGS	BD (LOCAL)
PLACE, DATE, AND TIME	<p>Regular meetings of the Board shall be called and notice shall be posted in accordance with the requirements of the Texas Open Meetings Act. Regular Board meetings shall routinely be held on the third Monday of each month. The regularly scheduled December meeting shall be held on the second Monday of the month and the regularly scheduled January meeting shall be held on the third Tuesday of the month. When the regularly scheduled March meeting falls during Spring Break, it will be held the following Monday. The exact time and location will be provided in the notice. Special meetings may also be called by the Board, and the Board may also adjust the meeting schedule as needed.</p>
AGENDA BUSINESS ITEMS	<p>An agenda for regular and special Board meetings shall be prepared by the College President or under his or her direction. For an item of business to be included in the agenda, the College President must be notified and provided proper information, in writing if requested, no later than 12:01 p.m. on the fifth business day preceding the day of regular and special meetings.</p>

CITIZEN PARTICIPATION

For public participation requests, see BDB(LOCAL) ~~and BDB(EXHIBIT)~~.

NOTICE OF MEETINGS

Written notice of the date, hour, place, and subject of each meeting of the Board shall be given as prescribed by law. Notice shall be given as follows:

1. Posted on the official bulletin board at the College District.
2. Copies of the agenda shall be provided to all local news media, or notice shall be telegraphed or telephoned to each upon request.

NOTICE AND AGENDA TO BOARD

A copy of the agenda, including a notice of the date, time, and place, shall be given each Board member at least three days prior to the scheduled time of all regular and special meetings.

ORDER OF BUSINESS AND PROCEDURES

Unless otherwise determined by the Board, all meetings will be conducted in accordance with *Robert's Rules of Order, Revised*, except that no rules restricting the voting of the presiding officer shall be applicable.

The agenda for meetings shall be prepared and presented by the College President.

A record of all transactions of the Board shall be set forth in an official minute book of the Board. The minute book shall be kept in the College District's office as a permanent official record of College District legislation in the College District and shall be open to inspection by the public during regular office hours.

VOTING

The minutes shall record the name of the person making a motion, the name of a person seconding it, and the vote. Voting shall be in a manner prescribed by the presiding officer, except that a roll call vote may be requested by a Board member. A member voting against a motion may state his or her reasons and may have them recorded in the minutes if so requested at the time of the voting. Board members may request inclusion of statements they deem vital.

An affirmative vote of a majority of all Board members shall be required for the passage of a resolution or motion, except where otherwise provided by law or Board policy.

The order of business on the agenda of Board meetings shall be established by the Board.

EMERGENCY MEETINGS

Notice of all emergency meetings shall include the date, hour, place, and subject of the meeting. Such notice shall also express

NOTICE  
JUSTIFICATION

the nature of the emergency or urgent public necessity that requires an emergency meeting. The presiding officer or member calling such meeting shall notify all local news media requesting such notice.

An emergency shall be considered to exist when the item or items of business to be transacted cannot be satisfactorily handled at a meeting where three days' notification is possible. Individual Board members shall be notified personally, by telephone or by letter, of emergency special meetings and informed of the specific date, time, place of the meeting, and the item or items of business to be considered.

ADJOURNED  
MEETINGS

Adjourned meetings may be held as the business of the Board requires. At the time of adjournment, the time, date, and place of the continuation of the meeting shall be determined and announced, and the reconvening of an adjourned meeting shall comply with the requirements of the Open Meetings Law.

AMENDED: 11/15/2010

**New Business**

- a. **2013-2014 College Calendar Recommendation.** Lucilla Henderson moved that the Board approve the 2013-2014 college calendar as presented. John Gilbert seconded the motion. The motion passed unanimously.
  - b. **Approval of Spring 2013 Tuition and Fees for Community Education.** Lucilla Henderson moved that the Board approve the tuition and fees for the Community Education Program for the 2013 Spring Semester. Sharon Rogers seconded the motion. The motion passed unanimously.
  - c. **Approval of Course Fees.** John Gilbert moved that the Board approve the course fees as recommended by the Senior Vice President, Academic and Student Affairs. Robert Perryman seconded the motion. The motion passed unanimously.
  - d. **Sale of Property Held in Trust.** Sharon Rogers moved that the Board approve the sale of property held in trust by Brazoria County, as recommended by the Property Tax Resale Committee of Brazoria County. Jerry Hinojosa seconded the motion. The motion passed unanimously.
- 4200-0851-000
- e. **Financial Report and Bills Paid.** Robert Perryman moved that the Board approve the financial report as presented in a separate exhibit, and approve the bills paid for October 2012. Harry F. Koester, Jr. seconded the motion. The motion passed unanimously.

**Executive Session – Room CLC105**

Chair Carolyn Johnson called an Executive Session at 8:08 p.m., as provided in the Texas Government Code, Sections 551.074 and 551.071:

To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law, including discussion of a proposed settlement of EEOC charge no. 460-2012-02381C.

**Open Session – Room CLC104**

Chair Carolyn Johnson reconvened the Open Session at 8:41 p.m., in Room CLC104. Harry F. Koester, Jr. moved that the Board approve the settlement regarding EEOC charge no. 460-2012-02381C and that the college President be authorized to sign the agreement on behalf of the Board. Jerry Hinojosa seconded the motion. The motion passed unanimously.

The meeting adjourned at 8:42 p.m.

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Carolyn Johnson  
Chair

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Sharon Rogers  
Vice Chair

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Dr. Millicent M. Valek  
Secretary

# Brazosport College

## Human Resources

**TO:** Dr. Millicent M. Valek  
**FROM:** H. E. Miles  
**DATE:** December 3, 2012  
**SUBJECT:** Advertisement for Vacant Positions – December Report

The following approved, full-time positions are currently vacant:

<u>Vacancy</u>	<u>Budget, New Line Item</u>	<u>Comments</u>
Dean of Instruction	no	replacement due to reorganization
Director, Center for Business and Industry Training	no	replacement due to reorganization
Director, Workforce Development and School Partnerships	no	restructured position as a result of retirement
Student Life Coordinator	new	Refill vacant position
Educarer – Children’s Center	no	vacant position
Associate Educarer – Children’s Center	no	replacement
Assistant Educarer – Children’s Center	no	replacement
Food Services Helper – Children’s Center	no	replacement

The positions are being advertised following approved college procedures.

If you should have questions, please contact me.



**H. E. Miles, Vice President**  
**Human Resources**

hmiles:board information/bd\_info12-13/dec12\_rpt



## ***Brazosport College Foundation Development Activities November – December 2012***

<b>Brazosport College Foundation Board 2012-2013</b>	<b>Officers:</b>	<b>Members:</b>		
	George Rau, Jr., President	Gerald Andrews	Carolyn Johnson	Kristen Schwertner
	Gary Crabtree, Vice President	Buddy Baker	Terry McAlister	Ravi Singhanian
	Diane Tasto, Secretary	Dave Bleakney	Mike Meier	Larry Stanley
	Dave Lezak, Treasurer	Smokey Hebert	Barbara Monical	Nancy Tootle
	Frank Mauro, Past President	Freddy Jagush	Sharon Rogers	Christine Webster
			Chris Witte	
	<ul style="list-style-type: none"> <li>• The next meeting of the Foundation Board of Directors will be on Wednesday, February 20, 2013, at noon in DAC Hall G. Lunch will be served beginning at 11:45 a.m.</li> <li>• The Finance and Investment Committee met on Friday, November 30, 2012 at 9:00 a.m. in C-201. The next scheduled meeting of the Finance and Investment Committee is scheduled for Friday, January 11, 2013 @ 9:00 a.m. in C-201.</li> <li>• The Fund Development and Community Relations Committee met on Wednesday, November 14, 2012 at noon in the Private Dining Room. The next schedule meeting is March 6, 2013 at noon in the Private Dining Room.</li> <li>• The Nominating and Director Development Committee meeting has been rescheduled from Thursday, November 29, 2012 to Wednesday, January 16, 2013 at noon in the Private Dining Room.</li> </ul>			
<b>Development Office Activities</b>	<ul style="list-style-type: none"> <li>• The Annual Campaign will begin December 1, 2012 through May 31, 2013, with Chris Witte serving as Chairman. Planned Giving and Scholarships for Workforce Programs paired with emphasis on the <i>Sponsor a Scholar</i> scholarship program will be the focus during the annual campaign.</li> <li>• The BC Foundation is in the process of transitioning to a new on-line giving program, SecureGive. The link will be at <a href="http://www.brazosport.edu">www.brazosport.edu</a> – Give to BC</li> <li>• The Business Office and Foundation staff continues to hold monthly meetings to discuss financial information of the BC Foundation. Chris Bahr will be the new business representative to assist the BC Foundation with monthly financial reports.</li> <li>• The Foundation staff continues to hold weekly meetings to keep updated on all foundation activities.</li> </ul>			
<b>Women's Lecture Luncheon Series 2012-13</b>	<ul style="list-style-type: none"> <li>• The second Women's Lecture Luncheon Series will be on January 24, 2013, with Sherron Watkins as the guest speaker at the Dow Academic Center. The topic of her lecture will be: <i>Leadership Lessons from Enron and Life with the Loaded Label of Whistleblower</i>. There are currently 161 members enrolled.</li> </ul>			

*"The Mission of the Brazosport College Foundation is to raise and administer funds for the enhancement of educational opportunities at Brazosport College"*  
***Vision: An Educational Legacy for Generations to Come***

<p><b>Scholarship Fundraising</b></p>	<ul style="list-style-type: none"> <li>• The bi-annual Scholarship Soiree is scheduled for September 7, 2013 in the Dow Academic Center. Dow Chemical – Texas Operations will be the presenting sponsor. Honorary chairs will be Earl and Zee Shipp of Dow Chemical. Committee chairs are Scott and Kristen Schwertner. The first committee meeting was held on Thursday, November 29, 2012 at 5:00 p.m. at the Dow Academic Center. The community based committee is made up of 13 community members and 3 college staff.</li> <li>• The 14th Annual Foundation Challenge Golf Tournament will be held on Friday, May 3, 2013. Gerald Andrews and Dave Lezak will co-chair the tournament.</li> </ul>						
<p><b>The Clarion Spirit of Music Fund – 2012-13</b></p>	<ul style="list-style-type: none"> <li>• The next performance of the 2012-2013 Guest Artist Series will be <i>Steel Magnolia</i> on December 8, 2012 with BASF as the sponsor.</li> <li>• The “Best Seat in the House” campaign proceeds are being directed to the <i>Spirit of Music</i> Fund. A total of 241 seats have been named. <table style="margin-left: auto; margin-right: auto;"> <tr> <td>As of November 30, 2012:</td> <td style="text-align: right;">\$349,850</td> </tr> <tr> <td style="padding-left: 100px;">Pledges:</td> <td style="text-align: right;">\$ 800</td> </tr> <tr> <td style="padding-left: 50px;"><b>Total Funds:</b></td> <td style="text-align: right;"><b>\$350,650</b></td> </tr> </table> </li> </ul>	As of November 30, 2012:	\$349,850	Pledges:	\$ 800	<b>Total Funds:</b>	<b>\$350,650</b>
As of November 30, 2012:	\$349,850						
Pledges:	\$ 800						
<b>Total Funds:</b>	<b>\$350,650</b>						

*“The Mission of the Brazosport College Foundation is to raise and administer funds for the enhancement of educational opportunities at Brazosport College”*  
***Vision: An Educational Legacy for Generations to Come***

**Board Workshop  
February 1-2, 2013**

**Friday, February 1, 2013 – 12:00 noon – 2:00 p.m. – Corporate Learning Center**

- Board Luncheon with Invited Speaker

**Friday, February 1, 2013 – 2:00 p.m. – 4:00 p.m. – Corporate Learning Center**

- Review of Mission, Vision, and 2012 Milestones
- Mathematics Pathways and Student Success
- Craft Academy

**Saturday, February 2, 2013 – 8:30 a.m.-4:30 p.m. – Corporate Learning Center**

- Budget Forecast/Sustainability Update
- Service Area Programs
- Review of Milestones 2013-2015
- Board and President Evaluations





# Brazosport College

*Office of the Senior Vice President  
Academic and Student Affairs*

## MEMORANDUM

**TO:** Dr. Millicent Valek  
**FROM:** Dr. Ken Tasa  
**DATE:** November 28, 2012  
**SUBJECT:** Employment, Ms. A. Beth Cassidy

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It is recommended that Ms. A. Beth Cassidy be employed as Director, Workforce Development and School Partnerships for the 2012-2013 year beginning January 21, 2013 or earlier depending on release from current contractual obligation. Ms. Cassidy is qualified in her field and has been highly recommended by previous employers.

A biographical summary is attached.

Respectfully,

Ken Tasa  
Senior Vice President  
Academic and Student Affairs

Attachment

BIOGRAPHICAL SUMMARY  
OF  
ALICE ELIZABETH CASSIDY

POSITION EMPLOYED: Director, Workforce Development and School Partnerships

LENGTH OF CONTRACT: 2012-2013 Academic Year

DEGREES: Master of Education  
Lamar University  
Beaumont, Texas

Bachelor of Science  
Lamar University  
Beaumont, Texas

AREA OF COMPETENCY: Educational Administration

EXPERIENCE: 1992 – Present, Angleton Independent School District  
Teacher/Department Chair Career and Tech Department  
Angleton, Texas

1991 – 1992, Vidor Independent School District  
Teacher  
Vidor, Texas

1987 – 1991, Dayton Independent School District  
Teacher; Student Activities Director  
Dayton, Texas

RECOMMENDED BY: Dr. Ken Tasa, based on interviews with Search Committee composed of Dr. Ken Tasa, Dr. Lynda Villanueva, Tom Fowler, Heather Dodge, and Dave Cady, Brazosport College; and outstanding references from Katie Laza, CTE Director, Angleton Independent School District, Angleton, Texas; Mary Griffith, Assistant Principal, Angleton High School, Angleton, Texas; Cindy Ward, Retired Teacher, Angleton High School, Angleton, Texas; Pala Hammond, CTE Supervisor, Angleton High School, Angleton, Texas.

### DIRECTOR, WORKFORCE DEVELOPMENT AND SCHOOL PARTNERSHIPS Academic Affairs

Posting Details	
Classification Title:	Director, Workforce Development and School Partnerships
Pay Grade Level	D61
Pay Rate:	Salary follows approved salary structure; commensurate with education and/or experience;
Department:	Academic Affairs
Physical Demands:	Walking, standing, sitting, lifting, handling, fine dexterity, vision, hearing, and talking; ability to drive to off campus locations
Job Summary/Basic Function:	<p>Reports to the Dean of Instruction; provides general assistance to the Dean of Instruction; ensures workforce and dual credit program compliance with SACS and THECB guidelines; manages the assessment of instructional effectiveness data and plans for continued improvement; collaborates with area high schools in curriculum alignment and high school to college transitions; facilitates communication among all departments involved with workforce and dual credit education. Supports Student Success initiatives; and supports Student Success Initiatives for areas of supervision;</p>
Minimum Qualifications:	<p>Minimum of a masters degree from a regionally accredited college or university; experience in CATE programs and craft training desirable; higher education administration and supervisory experience as a department head or director desirable; coursework/experience in statistical analysis and use of data to drive instructional improvement; knowledge of principles of learning theory, curriculum development, program evaluation, and tools to evaluate instructional effectiveness; excellent organizational skills and detail oriented work habits; strong communication skills (oral and written), including strong human relations skills; demonstrated ability working with culturally diverse populations; other qualities, experiences, and skills that enhance one's value to the institution; exceptional employment or educational qualifications may be given special consideration;</p>
Closing Date:	Open until filled.



# Brazosport College

*Office of the Vice President  
Industry and Community Resources*

## MEMORANDUM

**TO:** Dr. Millicent Valek  
**FROM:** Dr. John Ray  
**DATE:** November 26, 2012  
**SUBJECT:** Employment, Dr. Penny Adams

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It is recommended that Dr. Penny Adams be employed as Director, Center for Business and Industry Training for the 2012-2013 year beginning January 3, 2013. Dr. Adams is qualified in her field and has been highly recommended by previous employers.

A biographical summary is attached.

Respectfully,

Dr. John Ray  
Vice President, Industry and Community Resources

Attachment

BIOGRAPHICAL SUMMARY  
OF  
PENNY MADONNA ADAMS

POSITION EMPLOYED: Director, Center for Business and Industry Training

LENGTH OF CONTRACT: 2012-2013 Academic Year

DEGREES:

Doctor of Philosophy  
The University of Southern Mississippi  
Hattiesburg, Mississippi

Master of Public Administration  
Louisiana State University  
Baton Rouge, Louisiana

Bachelor of Science  
University of Louisiana  
Lafayette, Louisiana

AREA OF COMPETENCY: Economics and Workforce Development

EXPERIENCE:

2010 – 2012, LEAD, Student Employment Program Office  
NASA Johnson Space Center  
Houston, Texas

2005 – 2007, Certified Faculty Instructor/Professor  
University of Phoenix  
Lafayette, Louisiana

2002 – 2004, Education Office Supervisor  
Lafayette Parish Sheriff's Office – Education Department  
Lafayette, Louisiana

RECOMMENDED BY: Dr. John Ray, based on interviews with Search Committee composed of Dr. John Ray, Anne Bartlett, William Hallums, Denise Holtzclaw and Connie Kemp, Brazosport College; and outstanding references from Frank Prochaska, University Affairs Officer, NASA, Johnson Space Center, Houston, Texas; Debbie Mullins, NASA, TSGC Design Challenge Program Administrator, Center for Space Research – Texas Space Grant Consortium, University of Texas at Austin, Austin, Texas; Diego Rodriguez, Lead Education Specialist, Office of Education, NASA, Johnson Space Center, Houston, Texas.

# Brazosport College

## Human Resources

### DIRECTOR, CENTER FOR BUSINESS AND INDUSTRY TRAINING Center for Business and Industry Training

#### Posting Details

Classification Title:	Director, Center for Business and Industry Training
Pay Grade Level	D62
Pay Rate:	Salary follows approved salary structure; commensurate with education and/or experience;
Department:	Center for Business and Industry Training
Physical Demands:	Walking, standing, sitting, lifting, handling, fine dexterity, vision, hearing, talking and foot control;
Job Summary/Basic Function:	<p>Reports to the Associate Vice President, Industry and Community Resources; collaborates with diverse client groups to establish partnerships and networks to advance training and business development agreements; provides leadership, direction, and vision for corporate learning solutions (training programs and consulting projects) for clients; guides strategic direction for CBIT corporate managers to maintain strong organizational culture and achieve aggressive organizational goals; evaluates staffing level for corporate initiatives overseeing managers, trainers and consultants to fulfill clients' needs; negotiates substantial contracts, initiate proposals, finalizes business agreements; manages the Dow Academic Center; and supports Student Success Initiatives for areas of supervision;</p>
Minimum Qualifications:	<p>Minimum of a master's degree in business related field from a regionally accredited college or university; business experience (3-5 years), education or training experience desirable; marketing, budgeting, finance and contracting experience; ability to work in a fast paced environment; excellent organizational skills and detail oriented work habits; and strong communication skills (oral and written) including strong human relations skills; other qualities, experiences, and skills that enhance one's value to the institution; exceptional employment or educational qualifications may be given special consideration;</p>
Closing Date:	Open until filled.

# College Calendar

December 14, 2012	Law Enforcement Academy Graduation 6:00 p.m., <i>The Clarion</i>
December 20, 2012	Winter Holiday - Early Closure 12:00 p.m., <i>College Closes</i>
Dec 21, 2012 - Jan 2, 2013	Winter & New Year Holidays <i>College Closed</i>
January 3, 2013	College Opens 7:30 a.m., <i>BC Central</i>
January 14 - 15, 2013	Auditions: <i>Who's Afraid of Virginia Wolfe</i> 7:00 p.m., <i>Seidule Drama Theatre</i>
January 15, 2013	SGA Movie Night - <i>Wuthering Heights</i> 4:00 p.m. & 6:00 p.m., <i>Gator Hall</i>
January 19, 2013	Kevin Eubanks w/BC Jazz Orchestra 7:30 p.m., <i>The Clarion</i>
January 21, 2013	Martin Luther King Jr. Holiday <i>College Closed</i>
January 22, 2013	January Board of Regents Meeting 6:30 p.m., <i>The Corporate Learning Center, Room 104</i>
February 18, 2013	February Board of Regents Meeting 6:30 p.m., <i>The Corporate Learning Center, Room 104</i>
February 21 - 23, 2013	Drama Production: <i>Who's Afraid of Virginia Wolfe</i> 8:00 p.m., <i>Seidule Drama Theatre</i>
February 22, 2013	BC Jazz Band & Singers 7:30 p.m., <i>The Clarion</i>
February 23, 2013	Brazosport Symphonic Orchestra Community Concert 7:30 p.m., <i>The Clarion</i>
February 25 - 26, 2013	Auditions: <i>Rumors</i> 7:00 p.m., <i>Seidule Drama Theatre</i>
Feb 28 - Mar 2, 2013	Drama Production: <i>Who's Afraid of Virginia Wolfe</i> 8:00 p.m., <i>Seidule Drama Theatre</i>
March 2, 2013	Brazosport Choral Union 7:30 p.m., <i>The Clarion</i>
March 11 - 16, 2013	Spring Break <i>College Closed</i>