

# **B** Brazosport College

THE COLLEGE OF CHOICE



**BOARD OF REGENTS**

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

REGULAR MEETING

**January 22, 2013**

## BRAZOSPORT COLLEGE

Notice is hereby given that on the 22<sup>nd</sup> day of January, 2013, a Regular Meeting of the Board of Regents of the Brazosport College is scheduled at 6:30 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.   |

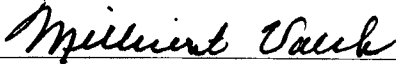
Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- (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 17<sup>th</sup> day January, 2013, 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.

January 17, 2013

Board of Regents  
Brazosport College

Members of the Board:

A regular meeting of the Brazosport College Board of Regents is scheduled for Tuesday, January 22, 2013, at 6:30 p.m., following a Special Meeting at 5:30 p.m., 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  
December 13, 2012
4. Communications  
None
5. Audience to Patrons and Petitions  
None scheduled
6. Information Items
  - a. Enrollment Reports

- (1) Credit Students. Headcount/contact hour enrollment for the Spring 2013 semester is as follows:

	2009	2010	2011	2012	2013*	5 Year Average
<b>Regular Credit Enrollment</b>	3,460	3,685	4,249	4,194	4,181	3,954
Total Contact Hours	561,520	631,172	713,416	685,888	669,024	652,204
Bachelor's of Applied Technology**	71	77	71	79	91	78

\*Uncertified Numbers

\*\*Students in upper division only (unduplicated)

- (2) Dual Credit and Concurrent Enrollment Report. The Registrar's Office reports the following dual credit and concurrent enrollment for Spring 2013:

High School	2012 Headcount	2013 Headcount*
Angleton	261	181
Brazosport	90	90
Brazoswood	482	487
Columbia	148	131
Sweeny	157	152
Other Schools (includes home school)	49	39
<b>Total Dual Credit and Concurrent</b>	<b>1,187</b>	<b>1,080</b>

\*Uncertified numbers

- (3) Community Education Courses. The Director, Community Education, reports the following December enrollment for the past three years:

December	<u>2010</u>	<u>2011</u>	<u>2012</u>
Students – Month	110	46	30
Students – YTD	5,975	5,109	5,570

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

December	<u>2011</u>	<u>2012</u>
Enrollment for Month	446	892
Enrollment Year-to-Date	16,791	16,558
Participant Hours for Month	8,559	9,526
Participant Hours Year-to-Date	190,923	201,339

- b. Report of Taxes Collected. On pages 9-17 are the reports of taxes collected for the months of November and December 2012.
- c. Report of Unfilled Positions. The Vice President, Human Resources, on page 18 reports on vacant positions that are currently being advertised.
- d. Approval of New Teachers for Community Education Programs. On page 19, the Director, Community Education, reports on one new teacher for the Community Education Program.

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

- e. Fund Development Report. On pages 20-21, the Associate Vice President, Institutional Advancement, reports on fund development activities of the Brazosport College Foundation for the months of December 2012 – January 2013.
- f. Institutional Employment Report. On pages 22-23 is the 2011-2012 Institutional Employment Report. Dr. Herb Miles, Vice President, Human Resources, will be present to answer questions regarding this report.
- g. Affidavit for Disclosure of Conflict of Interest. On page 24 is a copy of the general affidavit form. Staff will distribute the general affidavit forms for each Board Member to complete. An affidavit for each Regent will be placed with other materials prior to the meeting.
- h. CCATT/TACC Legislative Conference. The CCATT/TACC Legislative Conference for trustees and CEOs will be held at the Sheraton Austin Hotel at the Capital on Monday, February 4, 2013, from 11:45 – 3:00 p.m. Board of Regent member Sharon Rogers will attend with Dr. Millicent Valek, President and Serena Andrews, Associate Vice President, Institutional Advancement.
- i. Board Workshop February 1-2, 2013. The Board will meet on Friday, February 1, 2013, beginning at 12:00 noon with a Board luncheon and speaker. David Winder, Public Affairs Leader, Dow Chemical Company, has agreed to present on the topic of communications. Following the luncheon, the Board will move into Open Session to convene the workshop. The workshop will continue on February 2, 2013, with a continental breakfast and the meeting starting at 8:30 a.m.
- j. Counselor/Administrator Dinner. The annual Counselor/Administrator Dinner is scheduled for Tuesday, February 26, 2013, at 6:00 p.m., at the Dow Academic Center. 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.

- k. 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.
- l. 2013 Board of Trustees Institute. The 2013 Board of Trustees Institute (BOTI) is scheduled for March 28-30, 2013, in Santa Fe, New Mexico. The 2013 BOTI, supported by the Houston Endowment Inc. and the Greater Texas Foundation, provides a continuing opportunity to convene with participating Achieving the Dream community college board members, presidents, and chancellors from Texas. The invitation is for two members of the Board of Regents and Dr. Millicent Valek, President. Spouses/guests will be welcome to join breakfast and evening meal events at their own expense. Arrangements to be made through Serena Andrews, Associate Vice President, Institutional Advancement.
- m. 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.
- n. 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  
(LOCAL)

College District fund accounts and classifications shall include those recommended by the Texas Higher Education Coordinating Board and such others as recommended and/or approved by the College District's independent auditor.

Expenditures of funds shall be made by check executed by the Chairman and Vice Chairman of the Board.

Expenditures except for payrolls, shall be made only upon receipt of properly approved invoices and other necessary supporting data.

Expenditures shall be recorded by budget classifications and submitted to the Board for its approval during the month following the payment.

Expenditures of every type that permit term discounts shall be paid within the discount period.

7. Reports/Presentations

- a. Small Business Development Center Report. Dr. Janice Goines, Director of the Small Business Development Center, will be present at the Board meeting to provide an update on activities supporting area small businesses.
- b. Report on Accountability System. The Texas Higher Education Coordinating Board and community colleges have been working to develop an Accountability System based on specific performance measures. Selected measures are presented in the Accountability Report on pages 25-32. The Senior Vice President, Academic & Student Affairs, will be present to provide additional information about these measures.
- c. President's Report.
  - Legislature
  - Baccalaureate Degree Programs
  - College Update

8. Unfinished Business

None

9. New Business

- a. Property and Casualty. A Request for Proposals for property and casualty insurance went out for bid in December, 2012. Three companies provided proposals. After reviewing proposals and contacting references, Victory Insurance was identified as the company best suited to meet the needs of Brazosport College.

It would be appropriate for the Board to select Victory Insurance as the agent for the college.

- b. Reschedule March Board Meeting. The regularly scheduled Board meeting for the month of March conflicts with several external events where it is important to have college participation. It is recommended that the Board reschedule its March meeting and that it be held on Monday, March 25, 2013.

It would be appropriate for the Board to approve the recommendation to reschedule the March Board meeting.

- c. Selection of Auditors. A special meeting was held prior this the regular Board meeting to interview prospective audit firms, Kennemer, Masters, & Lunsford, LLC and Belt Harris Pechacek, LLLP.

It would be appropriate for the Board to select the external auditor from the two firms interviewed and to authorize the President to execute the engagement letter with that firm.

- d. DGBA (Local). Board policy DGBA (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 at presented at one meeting and adopted at a subsequent meeting.

This policy is presented for first reading.

**PERSONNEL-MANAGEMENT RELATIONS:  
EMPLOYEE COMPLAINTS**

**DGBA  
(LOCAL)**

The grievance policy provides a formal means for processing the matters defined as a formal grievance. Occasionally an employee will have a concern or a problem that does not fit within the definition of a formal grievance but deserves the attention of the administration and should be heard. For the most part, these concerns are of an administrative nature, which can be resolved through an informal process without involvement of the Board. Although the following list is not made by way of limitations, concerns that fall within these specific areas may be brought to the administration's attention through the following process.

Concerns are any and all items that do not fall within the College District’s formal grievance policy definition of a grievance. The content or ratings received in employee performance evaluations, performance reviews, and termination of employment as provided by Board policy shall be regarded as a concern. Employee concerns of the nature described above may first be presented to the employee's immediate supervisor. If the matter is not resolved to the employee's satisfaction by the immediate supervisor, the employee may discuss the matter with the appropriate successive administrator until the employee has been satisfied or after the College President or designee has met with the employee. Employee concerns that are presented through this informal process shall terminate with the College President or designee with no appeal to the Board. However, employees who continue to have an unresolved concern may appear before the Board under the policy for hearing of citizens.

The College President shall be authorized to develop procedures for hearing employee problems and complaints and to establish such committees as deemed necessary to ensure the orderly due process for employees with complaints.

**PURPOSE**

The College District shall receive, process, and resolve employee complaints fairly, equitably, and promptly. All College District employees shall be free to make use of the established complaint procedures without fear of prejudice, discrimination, restraints, coercion, or reprisal of any nature.

**DEFINITIONS**

As used in this policy, the word or term:

1. "College" shall mean a public community or junior college district.
2. "President" shall mean the chief administrator of the College District.



- 3. "~~Dean~~ **Vice President or Associate Vice President**" shall mean the administrator of the College District in charge of the division in which an employee works, i.e. ~~dean vice president~~, administrative services and CFO; ~~provost and dean vice president~~, academic and student affairs; ~~dean associate vice president~~, industry and community resources; and ~~dean vice president~~, human resources, and associate vice president institutional advancement.
- 4. "Employee" shall mean any person employed by the college.
- 5. "Complaint" shall mean a dispute or disagreement alleging a violation or misapplication of a specific Board policy or a specific administrative procedure, which is related to wages, hours, or conditions of work of the complainant. The definition of 'complaint' shall also include disputes or disagreements involving specific allegations of discrimination in employment based upon sex, color, race, age (if 40 years or older), religion, national origin, ~~or~~ disability, **pregnancy, marital status, or veteran's status**, or based upon the exercise of the First Amendment rights **or other rights conferred by statute**. A complaint must establish that the employee has suffered individual harm and must establish the existence of an available remedy.
- 6. "Immediate supervisor" shall mean the administrator or employee of the College District who regularly supervises the day-to-day work of an employee.
- 7. "Complainant" shall mean the employee bringing the complaint.
- 8. Working day shall mean any day on which the administrative office of the College District is open.

EXCLUSIONS

The dismissal or nonrenewal of an employee shall not be subject to this complaint procedure except when an employee makes specific factual allegations that the termination was in violation of the employee's constitutional or civil rights and the College District does not otherwise provide for a termination hearing. [See DMB (Local)]

REPRESENTATION

The employee filing a complaint or any employee who is the subject of a complaint may be represented at his or her own expense by a fellow employee, attorney, person, or an organization that does not claim the right to strike. The College District may be assisted in processing complaints as it deems appropriate.

GENERAL PROVISIONS

General provisions and considerations in processing employee complaints are as follows:

- 1. Complaints shall be heard in informal administrative conferences.

2. All the time limits stated in the complaint procedure are working days. All time limits may be extended by mutual consent.
3. Should a decision not be rendered within the time limits provided for in the complaint procedure, the employee may immediately proceed to the next step of the procedure.
4. The complaint shall be considered settled if the decision of any step is not appealed within the given time limit or mutually agreed extension thereof.
5. At each step of the formal complaint procedure the person(s) hearing the complaint shall determine whether the allegation states a complaint as defined under this policy.
6. Costs of any complaint shall be paid by the party incurring them. The employee may call witnesses at the employee's own expense.
7. All complaints arising out of an event or series of events must be addressed in one complaint. An employee is precluded from bringing separate or serial complaints arising from an event or series of events previously complained of.

INFORMAL

Any employee having a complaint shall first discuss it with the ~~Dean~~ **Vice President, Human Resources and Payroll** or employee's immediate supervisor within fifteen working days of the time when the complainant first knew, or should have known, of the decision or action causing the complaint. The employee is not entitled to representation at this informal level. If the complaint is not settled to the employee's satisfaction, or if the ~~Dean~~ **Vice President, Human Resources and Payroll** or immediate supervisor fails to or refuses to discuss the complaint within fifteen working days, the employee shall present the complaint in accordance with Level One.

LEVEL ONE

To file a formal complaint at Level One, the employee must present a signed complaint that contains sufficient detail to identify and clarify the basis of the complaint, must state the individual harm suffered by the employee because of the decision or action being complained, must ~~explain the~~ **describe any** efforts made to resolve the complaint informally, and must specify the relief sought by the employee. If the employee has a representative, the representative's name, address, and telephone number shall also be included. All documentation shall be attached to the complaint.

The following procedures must be adhered to in processing a complaint:

1. **The employee must file the Level One complaint** ~~W~~within 15 working days of the immediate supervisor's decision or refusal to discuss the complaint., ~~†~~The employee shall present the complaint in writing to the

appropriate ~~Dean~~ **vice president, associate vice president, or vice president, human resources** ~~on a form approved by the college.~~ The **vice president, associate vice president or vice president, human resources** ~~Dean~~ shall schedule a meeting within 15 working days with the employee, discuss the complaint with the employee and the employee's representative, if any, and render a decision in writing 15 working days after the meeting.

**Although most grievances will be resolved within 15 working days of the filing of the Level One complaint, additional time may be needed depending on the scope and complexity of the grievance and the availability of witnesses and evidence. If more than 15 days will be needed for the official hearing the grievance to gather information pertaining to the issues presented in the grievance, the official shall notify the employee in writing how much additional time reasonably will be needed to respond to the grievance.**

LEVEL TWO

- 2. In the event the decision of the appropriate ~~dean~~ **vice president or associate vice president or other official** does not satisfy the employee, within 15 working days after receipt of the decision, the employee may appeal in writing to the College President. After receiving the decision and a copy of the complaint, the President shall promptly schedule a meeting with the employee, discuss the complaint with the employee and the employee's representative, if any, and render a decision in writing within 15 working days after the meeting. The meeting with the College President shall be based on the complaint record developed at Level One and no new evidence shall be accepted by the President.

LEVEL THREE

- 3. If the decision of the **College** President is not satisfactory to the employee, the employee may, within 15 working days after receipt of the decision, appeal the complaint to the Board. The request shall be submitted to the College President in writing at least three days before the agenda for the meeting is prepared. The request shall include an outline of the problem and **describe efforts at a statement that the employee has met with the supervisors at the informal level, Levels One and Two to resolve the grievance.** Upon timely receipt of the request the College President shall place the matter on the agenda of the Board meeting to allow ~~the~~ **employee or his or her representative** to address the Board. The hearing before the Board shall be based on complaint record developed at Levels One and Two, and no new evidence shall be received by the Board. Each side shall be entitled to make oral arguments based on the complaint record within time restrictions as established by the Board.

EXECUTIVE SESSION

If the complaint involves the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the employee, it will be heard in executive session unless the employee requests it to be public. If the complaint involves complaints or charges about another employee, it will

be heard in executive session unless the other employee requests it to be public.

BOARD'S OPTIONS

The Board Chairman may set reasonable time limits on complaint presentation. The Board shall listen to the complaints but it is not required necessarily to respond or take any action on the matter, at its sole discretion.

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

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

Sincerely,



Millicent M. Valek  
President

December 13, 2012

**Board of Regents  
Brazosport College  
December 13, 2012**

A regular meeting of the Brazosport College Board of Regents was held on 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 convened in Executive Session in Room 105. The following regents were present:

Carolyn Johnson  
Sharon Rogers  
Joe C. Greer, Jr.  
Jerry Hinojosa  
Harry F. Koester, Jr.  
Lillian D. Lockett  
Lucilla Henderson  
Robert Perryman

The following regent was absent:

John Gilbert

The following staff members were present:

Dr. Millicent Valek  
Fred J. Scott  
Dr. Herb Miles  
Dr. John Ray  
Anne Bartlett  
Dr. Ken Tasa  
Dr. Lynda Villanueva  
Serena Andrews  
Patty Sayes

Also present were:

Cathie Hanson, Brazosport College  
Ginger Wooster, Brazosport College  
Jo Greathouse, Brazosport College  
David Shaw, Brazosport College  
Kevin Cadenhead, Kennemer, Masters & Lunsford, LLC

**Open Session**

Chair Carolyn Johnson called the meeting to order at 12:30 p.m. Dr. John Ray gave the invocation. Sharon Rogers moved that the minutes of November 19, 2012, be approved as presented. Joe C. Greer, Jr. seconded the motion. The motion passed unanimously.

**Communications**

None

**Audience to Patrons and Petitions**

None

**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 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, reported 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	182,364	191,813

- b. **Report of Taxes Collected.** The report of taxes collected for the month of November 2012 had not been received at the time of the agenda preparation.
- c. **Report of Unfilled Positions.** The Vice President, Human Resources, reported in a communication included in the agenda, on vacant positions that were currently being advertised.
- d. **Approval of New Teachers for Community Education Programs.** The Director, Community Education, reported three new teachers for the Community Education Program.
- e. **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 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.** Included in the agenda was 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 was 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.  
*Education Code 61.065*

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. *Education Code 51.010*

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. *Property Code 76.001*

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)*



**Reports and Presentations**

**a. President’s Report**

1. Student Success Initiatives
2. Legislative Issues
3. College Updates

**Unfinished Business**

- a. Board Policy - BDB (Local).** Jerry Hinojosa moved that the Board approve the additions or revisions to Board policy BDB (Local) as presented. Lucilla Henderson seconded the motion. The motion passed unanimously. Board policy provides that additions or revisions to policies are to be presented at one meeting and adopted at a subsequent meeting.

<p>COLLEGE BOARD MEETINGS PUBLIC PARTICIPATION</p>	<p>BDB (LOCAL)</p>
<p>CITIZEN PARTICIPATION</p>	<p>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></p> <p>A citizen shall seek solutions to concerns, questions, and problems by following the College District's complaint procedures. [See GB (Local)]</p>
<p>AGENDA REQUEST AUDIENCE TO PATRONS AND PETITIONS</p>	<p>The citizen's request to address the Board shall be made in writing <b>before commencement of the meeting. The citizen shall complete the form designated for this purpose.</b> <del>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)].</del> A form, "Audience to Patrons and Petitions" <b>Forms will be made available at the meeting location prior to the start of the meeting.</b> <del>is on the College webpage at <a href="http://www.brazosport.edu/sites/general/boardofregents">http://www.brazosport.edu/sites/general/boardofregents</a> and must be completed and submitted within the time period specified.</del> The request shall include the person's name, address, phone number, and the subject matter he/she wishes to discuss.</p>
<p>GUIDELINES FOR ADDRESSING THE BOARD UNDER AUDIENCE TO PATRONS AND PETITIONS</p>	<ol style="list-style-type: none"> <li>1. <b>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.</b></li> <li>2. <b>Delegations of two or more persons on the same subject may be asked to appoint a spokesperson.</b></li> <li>3. <b>In response to public comments, the Board may furnish specific factual information or recite existing policy, but the</b></li> </ol>

**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.

### **New Business**

- a. **Audit Report.** Harry F. Koester, Jr. moved that the Board approve the Audit Report which was included as a separate exhibit to the agenda. Lillian Lockett seconded the motion. The motion passed unanimously.
  
- b. **Personnel.**
  - (1) **Employment.** Lucilla Henderson moved that the Board approve the employment of Alice “Beth” Cassidy, as Director, Workforce and School Partnerships for the 2012-2013 academic year. Robert Perryman seconded the motion. The motion passed unanimously.
  
  - (2) **Employment.** Joe C. Greer, Jr. moved that the Board approve the employment of Penny Madonna Adams, as Director, Center for Business and Industry Training for the 2012-2013 academic year. Harry F. Koester, Jr. seconded the motion. The motion passed unanimously.
  
- c. **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 November 2012. Joe C. Greer, Jr. seconded the motion. The motion passed unanimously.

### **Executive Session – Room CLC105**

Chair Carolyn Johnson called an Executive Session at 1:05 p.m. 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 CLC104**

Chair Carolyn Johnson reconvened the Open Session at 2:04 p.m., in Room CLC104. Harry F. Koester, Jr. moved that the Board approve the settlement regarding EEOC charge no. 460-2012-02829C 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 2:06 p.m.

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Carolyn Johnson  
Chair

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Sharon Rogers  
Vice Chairman

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Dr. Millicent M. Valek  
Secretary



## *Brazoria County Tax Office*

**Ro'Vin Garrett, RTA**  
Tax Assessor-Collector

Brazoria County  
111 E. Locust  
Angleton, Texas 77515-4682

---

December 4, 2012

I hereby certify the attached to be a true and correct copy of the collections of the Brazoria County Tax Office for the Month of November 1, 2012 – November 30, 2012.

A handwritten signature in cursive script that reads "Ro'Vin Garrett".

Ro'Vin Garrett, RTA  
Tax Assessor-Collector  
Brazoria County

TAX COLLECTION SYSTEM  
TAX COLLECTOR MONTHLY REPORT  
FROM 11/01/2012 TO 11/30/2012

INCLUDES AG ROLLBACK

FISCAL START: 09/01/2012 END: 08/31/2013 JURISDICTION: 0045 BRAZOSPORT COLLEGE

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2012	16,060,399.10	428,099.46	848,215.04	589,751.50	4,210,964.86	12,697,649.28	24.90	0.00
2011	154,805.86	4,221.45	6,047.82	5,879.28	35,889.42	112,868.62	24.13	4.10
2010	44,778.05	8,446.30	8,527.40	1,611.52	5,242.54	31,008.11	14.46	42.84
2009	17,065.58	.00	69.24	457.92	1,268.01	15,728.33	7.46	41.14
2008	11,311.03	.00	34.08	85.78	526.91	10,750.04	4.67	34.08
2007	6,976.87	.00	23.48	78.65	148.10	6,805.29	2.13	23.48
2006	5,378.28	.00	21.55	11.44	76.24	5,280.49	1.42	21.55
2005	4,375.76	.00	21.03	9.83	41.91	4,312.82	.96	21.03
2004	4,222.49	.00	27.64	32.69	50.35	4,144.50	1.20	27.64
2003	4,555.59	.00	41.66	1.57	28.60	4,485.33	.63	41.66
2002	3,380.53	.00	33.67	0.00	6.38	3,340.48	.19	33.67
2001	1,258.58	.00	30.48	12.30	14.17	1,213.93	1.15	30.48
2000	884.56	.00	61.01	0.00	2.08	821.47	.25	61.01
1999	865.49	.00	55.46	25.57	28.15	781.88	3.48	55.46
1998	664.29	.00	55.46	11.22	13.46	595.37	2.21	55.46
1997	578.42	.00	57.94	0.00	1.88	518.60	.36	57.94
1996	638.93	.00	50.98	20.60	25.89	562.06	4.40	50.98
1995	573.87	.00	50.98	0.00	1.21	521.68	.23	50.98
1994	541.57	.00	47.30	0.00	1.15	493.12	.23	47.30
1993	645.56	.00	67.24	0.00	1.15	577.17	.20	67.24
1992	600.33	.00	64.94	0.00	1.11	534.28	.21	64.94
1991	48.62	.00	15.01	0.00	2.41	31.20	7.17	15.01
****	16,324,549.36	415,431.71	832,810.67	597,989.87	4,254,335.98	12,903,024.05		847.99

CURRENT YEAR CERT TAXABLE VALUE ADJUSTMENTS ADJ TAX VALUE TAX RATE TAX LEVY PAID ACCTS

6,190,504,771 327,320,472 6,517,825,243 0.259436 16,909,282.37 6,981

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2012	M & O	.184000	418,269.87	.00	.00	.00	418,269.87	.00	.00	.00	418,269.87
	I & S	.075436	171,481.63	.00	.00	.00	171,481.63	.00	.00	.00	171,481.63
	TOTAL	.259436	589,751.50	.00	.00	.00	589,751.50	.00	.00	.00	589,751.50
2011	M & O	.172710	4,245.02	.00	984.14	.00	5,229.16	1,530.76	.00	.00	6,759.92
	I & S	.066488	1,634.26	.00	378.86	.00	2,013.12	.00	.00	.00	2,013.12
	TOTAL	.239198	5,879.28	.00	1,363.00	.00	7,242.28	1,530.76	.00	.00	8,773.04
2010	M & O	.158000	1,338.87	.00	439.60	.00	1,778.47	408.81	.00	.00	2,187.28
	I & S	.032175	272.65	.00	89.55	.00	362.20	.00	.00	.00	362.20
	TOTAL	.190175	1,611.52	.00	529.15	.00	2,140.67	408.81	.00	.00	2,549.48
2009	M & O	.145000	377.79	.00	166.41	.00	544.20	128.28	.00	.00	672.48
	I & S	.030754	80.13	.00	35.29	.00	115.42	.00	.00	.00	115.42
	TOTAL	.175754	457.92	.00	201.70	.00	659.62	128.28	.00	.00	787.90
2008	M & O	.129000	70.72	.00	35.77	.00	106.49	20.07	.00	.00	126.56
	I & S	.027488	15.06	.00	7.62	.00	22.68	.00	.00	.00	22.68
	TOTAL	.156488	85.78	.00	43.39	.00	129.17	20.07	.00	.00	149.24
2007	M & O	.121000	78.65	.00	50.72	.00	129.37	25.87	.00	.00	155.24
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.121000	78.65	.00	50.72	.00	129.37	25.87	.00	.00	155.24
2006	M & O	.122000	11.44	.00	6.57	.00	18.01	3.57	.00	.00	21.58
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.122000	11.44	.00	6.57	.00	18.01	3.57	.00	.00	21.58
2005	M & O	.119000	9.83	.00	9.24	.00	19.07	3.81	.00	.00	22.88
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.119000	9.83	.00	9.24	.00	19.07	3.81	.00	.00	22.88
2004	M & O	.114000	32.69	.00	34.38	.00	67.07	13.41	.00	.00	80.48
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.114000	32.69	.00	34.38	.00	67.07	13.41	.00	.00	80.48
2003	M & O	.105000	1.57	.00	1.85	.00	3.42	.68	.00	.00	4.10
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.105000	1.57	.00	1.85	.00	3.42	.68	.00	.00	4.10
2001	M & O	.085000	12.30	.00	17.47	.00	29.77	4.47	.00	.00	34.24
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.085000	12.30	.00	17.47	.00	29.77	4.47	.00	.00	34.24
1999	M & O	.076250	25.57	.00	42.45	.00	68.02	10.20	.00	.00	78.22
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.076250	25.57	.00	42.45	.00	68.02	10.20	.00	.00	78.22

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
1998	M & O	.076250	11.22	.00	19.97	.00	31.19	4.68	.00	.00	35.87
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.076250	11.22	.00	19.97	.00	31.19	4.68	.00	.00	35.87
1996	M & O	.076250	20.60	.00	41.45	.00	62.05	9.33	.00	.00	71.38
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.076250	20.60	.00	41.45	.00	62.05	9.33	.00	.00	71.38
1994	M & O	.072500	.00	.00	1.29	.00	1.29	.00	.00	.00	1.29
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.072500	.00	.00	1.29	.00	1.29	.00	.00	.00	1.29
ALL	M & O		424,506.14	.00	1,851.31	.00	426,357.45	2,163.94	.00	.00	428,521.39
ALL	I & S		173,483.73	.00	511.32	.00	173,995.05	.00	.00	.00	173,995.05
ALL	TOTAL		597,989.87	.00	2,362.63	.00	600,352.50	2,163.94	.00	.00	602,516.44
DLQ	M & O		6,236.27	.00	1,851.31	.00	8,087.58	2,163.94	.00	.00	10,251.52
DLQ	I & S		2,002.10	.00	511.32	.00	2,513.42	.00	.00	.00	2,513.42
DLQ	TOTAL		8,238.37	.00	2,362.63	.00	10,601.00	2,163.94	.00	.00	12,764.94
CURR	M & O		418,269.87	.00	.00	.00	418,269.87	.00	.00	.00	418,269.87
CURR	I & S		171,481.63	.00	.00	.00	171,481.63	.00	.00	.00	171,481.63
CURR	TOTAL		589,751.50	.00	.00	.00	589,751.50	.00	.00	.00	589,751.50





## *Brazoria County Tax Office*

**Ro'Vin Garrett, RTA**  
Tax Assessor-Collector

Brazoria County  
111 E. Locust  
Angleton, Texas 77515-4682

---

January 4, 2013

I hereby certify the attached to be a true and correct copy of the collections of the Brazoria County Tax Office for the Month of December 1, 2012 – December 31, 2012.

A handwritten signature in black ink that reads "Ro'Vin Garrett". The signature is written in a cursive style with a large initial "R".

Ro'Vin Garrett, RTA  
Tax Assessor-Collector  
Brazoria County

01/03/2013 21:58:2 1339757 TAX COLLECTION SYSTEM  
 INCLUDES AG ROLLBACK  
 TAX COLLECTOR MONTHLY REPORT  
 FROM 12/01/2012 TO 12/31/2012

FISCAL START: 09/01/2012 END: 08/31/2013 JURISDICTION: 0045 BRAZOSPORT COLLEGE

CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
6,190,504,771	330,306,228	6,520,810,999	0.259436	16,909,770.87	16,892

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2012	16,060,399.10	1,549.75	849,764.79	2,860,371.20	7,071,336.06	9,838,827.83	41.82	0.06-
2011	154,805.86	785.25-	6,833.07-	10,037.71	45,927.13	102,045.66	31.04	152.84-
2010	44,778.05	18.92-	8,546.32-	842.24	6,084.78	30,146.95	16.79	126.22-
2009	17,065.58	23.43-	92.67-	339.39	1,607.40	15,365.51	9.47	147.65-
2008	11,311.03	71.74-	105.82-	91.04	617.95	10,587.26	5.51	105.82-
2007	6,976.87	41.96-	65.44-	37.26	185.36	6,726.07	2.68	65.44-
2006	5,378.28	38.81-	60.36-	45.77	122.01	5,195.91	2.29	60.36-
2005	4,222.49	59.27-	80.30-	55.49	97.40	4,198.06	2.27	80.30-
2004	4,555.59	56.46-	84.10-	5.81	56.16	4,082.23	1.36	84.10-
2003	3,380.53	28.75-	70.41-	17.12	45.72	4,439.46	1.02	70.41-
2002	1,258.58	20.56-	54.23-	4.36	10.74	3,315.56	.32	54.23-
2001	884.56	19.11-	51.04-	4.36	18.53	1,189.01	1.53	51.04-
2000	865.49	17.91-	80.12-	4.06	6.14	798.30	.76	80.12-
1999	664.29	16.10-	71.56-	3.98	32.13	759.99	4.06	71.56-
1998	578.42	17.61-	75.55-	3.58	17.04	575.69	2.87	75.55-
1997	638.93	7.11-	68.59-	3.79	5.67	497.20	1.13	68.59-
1996	541.57	4.40-	58.09-	1.56	2.77	513.01	.54	58.09-
1995	645.56	7.16-	74.40-	0.99	2.14	487.73	.44	51.70-
1994	600.33	2.36-	67.30-	0.99	2.10	565.19	1.05	74.40-
1993	48.62	.00	15.01-	0.44	2.85	530.93	.39	67.30-
1992						30.76	8.48	15.01-
1991								
****	16,324,549.36	274.67	833,085.34	2,871,879.75	7,126,215.73	10,031,418.97		1,634.16-

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 12/01/2012 THRU 12/31/2012  
 JURISDICTION: 0045 BRAZOSPORT COLLEGE

01/03/2013 20:12:36 1339757  
 TC298-D SELECTION: SYSTEM  
 RECEIPT DATE: ALL

INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2012	M & O	.184000	2,028,663.52	.00	.00	.00	2,028,663.52	.00	.00	.00	2,028,663.52
	I & S	.075436	831,707.68	.00	.00	.00	831,707.68	.00	.00	.00	831,707.68
	TOTAL	.259436	2,860,371.20	.00	.00	.00	2,860,371.20	.00	.00	.00	2,860,371.20
2011	M & O	.172710	7,247.57	.00	1,703.02	.00	8,950.59	2,603.97	.00	.00	11,554.56
	I & S	.066488	2,790.14	.00	655.64	.00	3,445.78	.00	.00	.00	3,445.78
	TOTAL	.239198	10,037.71	.00	2,358.66	.00	12,396.37	2,603.97	.00	.00	15,000.34
2010	M & O	.158000	699.77	.00	218.66	.00	918.43	174.98	.00	.00	1,093.41
	I & S	.032175	142.47	.00	44.53	.00	187.00	.00	.00	.00	187.00
	TOTAL	.190175	842.24	.00	263.19	.00	1,105.43	174.98	.00	.00	1,280.41
2009	M & O	.145000	280.00	.00	126.87	.00	406.87	90.78	.00	.00	497.65
	I & S	.030754	59.39	.00	26.89	.00	86.28	.00	.00	.00	86.28
	TOTAL	.175754	339.39	.00	153.76	.00	493.15	90.78	.00	.00	583.93
2008	M & O	.129000	75.06	.00	41.78	.00	116.84	22.68	.00	.00	139.52
	I & S	.027488	15.98	.00	8.89	.00	24.87	.00	.00	.00	24.87
	TOTAL	.156488	91.04	.00	50.67	.00	141.71	22.68	.00	.00	164.39
2007	M & O	.121000	37.26	.00	26.35	.00	63.61	12.72	.00	.00	76.33
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.121000	37.26	.00	26.35	.00	63.61	12.72	.00	.00	76.33
2006	M & O	.122000	45.77	.00	37.95	.00	83.72	16.74	.00	.00	100.46
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.122000	45.77	.00	37.95	.00	83.72	16.74	.00	.00	100.46
2005	M & O	.119000	55.49	.00	52.62	.00	108.11	21.63	.00	.00	129.74
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.119000	55.49	.00	52.62	.00	108.11	21.63	.00	.00	129.74
2004	M & O	.114000	5.81	.00	6.22	.00	12.03	2.41	.00	.00	14.44
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.114000	5.81	.00	6.22	.00	12.03	2.41	.00	.00	14.44
2003	M & O	.105000	17.12	.00	20.37	.00	37.49	7.50	.00	.00	44.99
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.105000	17.12	.00	20.37	.00	37.49	7.50	.00	.00	44.99
2002	M & O	.085000	4.36	.00	5.71	.00	10.07	1.51	.00	.00	11.58
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.085000	4.36	.00	5.71	.00	10.07	1.51	.00	.00	11.58
2001	M & O	.085000	4.36	.00	6.24	.00	10.60	1.59	.00	.00	12.19
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.085000	4.36	.00	6.24	.00	10.60	1.59	.00	.00	12.19

01/03/2013 20:12:36  
TC298-D SELECTION: SYSTEM  
RECEIPT DATE: ALL

FROM: 12/01/2012 THRU 12/31/2012  
JURISDICTION: 0045 BRAZOSPORT COLLEGE

INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2000	M & O	.085000	4.06	.00	6.29	.00	10.35	1.55	.00	.00	11.90
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.085000	4.06	.00	6.29	.00	10.35	1.55	.00	.00	11.90
1999	M & O	.076250	3.98	.00	6.63	.00	10.61	1.59	.00	.00	12.20
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.076250	3.98	.00	6.63	.00	10.61	1.59	.00	.00	12.20
1998	M & O	.076250	3.58	.00	6.42	.00	10.00	1.50	.00	.00	11.50
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.076250	3.58	.00	6.42	.00	10.00	1.50	.00	.00	11.50
1997	M & O	.076250	3.79	.00	7.23	.00	11.02	1.65	.00	.00	12.67
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.076250	3.79	.00	7.23	.00	11.02	1.65	.00	.00	12.67
1996	M & O	.076250	3.79	.00	7.69	.00	11.48	1.72	.00	.00	13.20
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.076250	3.79	.00	7.69	.00	11.48	1.72	.00	.00	13.20
1995	M & O	.076250	1.56	.00	3.34	.00	4.90	.74	.00	.00	5.64
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.076250	1.56	.00	3.34	.00	4.90	.74	.00	.00	5.64
1994	M & O	.072500	.99	.00	2.25	.00	3.24	.49	.00	.00	3.73
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.072500	.99	.00	2.25	.00	3.24	.49	.00	.00	3.73
1993	M & O	.072500	4.82	.00	11.54	.00	16.36	2.45	.00	.00	18.81
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.072500	4.82	.00	11.54	.00	16.36	2.45	.00	.00	18.81
1992	M & O	.070000	.99	.00	2.50	.00	3.49	.53	.00	.00	4.02
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.070000	.99	.00	2.50	.00	3.49	.53	.00	.00	4.02
1991	M & O	.062500	.44	.00	1.16	.00	1.60	.24	.00	.00	1.84
	I & S	.000000	.00	.00	.00	.00	.00	.00	.00	.00	.00
	TOTAL	.062500	.44	.00	1.16	.00	1.60	.24	.00	.00	1.84
ALL	M & O		2,037,164.09	.00	2,300.84	.00	2,039,464.93	2,968.97	.00	.00	2,042,433.90
ALL	I & S		834,715.66	.00	735.95	.00	835,451.61	.00	.00	.00	835,451.61
ALL	TOTAL		2,871,879.75	.00	3,036.79	.00	2,874,916.54	2,968.97	.00	.00	2,877,885.51

TAX COLLECTION SYSTEM  
DEPOSIT DISTRIBUTION  
FROM: 12/01/2012 THRU 12/31/2012  
JURISDICTION: 0045 BRAZOSPORT COLLEGE

01/03/2013 20:12:36 1339757  
TC298-D SELECTION: SYSTEM  
RECEIPT DATE: ALL

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
	DLQ M & O		8,500.57	.00	2,300.84	.00	10,801.41	2,968.97	.00	.00	13,770.38
	DLQ I & S		3,007.98	.00	735.95	.00	3,743.93	.00	.00	.00	3,743.93
	DLQ TOTAL		11,508.55	.00	3,036.79	.00	14,545.34	2,968.97	.00	.00	17,514.31
	CURR M & O		2,028,663.52	.00	.00	.00	2,028,663.52	.00	.00	.00	2,028,663.52
	CURR I & S		831,707.68	.00	.00	.00	831,707.68	.00	.00	.00	831,707.68
	CURR TOTAL		2,860,371.20	.00	.00	.00	2,860,371.20	.00	.00	.00	2,860,371.20

# **Brazosport College** **Human Resources**

**TO:** Dr. Millicent M. Valek  
**FROM:** H. E. Miles  
**DATE:** January 11, 2013  
**SUBJECT:** Advertisement for Vacant Positions – January 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
Student Life Coordinator	yes	refill vacant position
Food Services Helper – Children’s Center	no	replacement
Administrative Office Specialist (Temporary)--CBIT	yes	special project for local industry
Dean, Planning, Institutional Effectiveness, and Research	yes	reorganization

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/jan13\_rpt



# Brazosport College

## Community Education

**TO:** Dr. Millicent Valek

**FROM:** Cathie Hanson

**DATE:** January 10, 2013

**SUBJECT:** New Teacher-Community Education

The following new teacher is recommended for the Community Education program:

NAME	COURSE
Vicki Hughes	Massage Therapy

*Cathie Hanson*

Cathie Hanson, Director  
Community Education

Recommended:

*Anne Bartlett*

Anne Bartlett, Associate Vice President,  
Industry & Community Resources

Date: 1/10/13

Approved:

*Millicent Valek*

Dr. Millicent Valek, President

Date: 1/10/13



## ***Brazosport College Foundation***

### ***Development Activities***

### ***December 2012 – January 2013***

<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 Singhania
	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 next scheduled meeting of the Finance and Investment Committee is Friday, January 11, 2013 at 9:00 a.m. in C-201.</li> <li>• The next scheduled meeting of the Fund Development Committee is March 6, 2013 at noon in the Private Dining Room.</li> <li>• The next scheduled meeting of Nominating and Director Development Committee is Wednesday, January 16, 2013 at noon in the Private Dining Room.</li> <li>• A Strategic Planning sub-committee meeting will be held in February, 2013 to begin developing a three year strategic plan.</li> </ul>			
<b>Development Office Activities</b>	<ul style="list-style-type: none"> <li>• The Annual Campaign began on December 1, 2012 and will run 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 are the focus during the annual campaign.</li> <li>• Plans are underway for the annual employee campaign which will run February 1-28, 2013, with Barry Foster serving as Chairman.</li> <li>• The annual Scholarship Luncheon will be held on March 5, 2013, 12:00-1:30 p.m., at the Dow Academic Center, with a private reception for <i>Sponsor a Scholar</i> donors and recipients immediately before, at 11:30 a.m. in the Regency Suite. Smokey Hebert will serve as Chairman for the luncheon and Jon and April Lubke of Integrity Mortgage Group will sponsor.</li> <li>• Serena Andrews and Denise Holtzclaw will attend the annual TACCF Conference on February 17-18, 2013 in Austin, Texas.</li> <li>• The Business Office and Foundation staff continues to hold monthly meetings to discuss financial information of the BC Foundation.</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***



<b>Scholarship Fundraising</b>	<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 next committee meeting will be held on January 31, 2013, 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 15th Annual Foundation Challenge Golf Tournament will be held on Friday, May 3, 2013. Gerald Andrews and Dave Lezak will co-chair the tournament. The committee will hold its first meeting on January 18, 2013, at 9:00 a.m. in C-207. Save-the-dates will be mailed out at the end of January, 2013.</li> </ul>						
<b>The Clarion Spirit of Music Fund – 2012-13</b>	<ul style="list-style-type: none"> <li>• The next performance of the 2012-2013 Guest Artist Series will be <i>Kevin Eubanks with the Brazosport Jazz Orchestra</i> on January 19, 2013 with The Dow Chemical Company and Dow-Mitsui Chlor-Alkali LLC as co-sponsors.</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 data-bbox="771 661 1258 766" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding-right: 20px;">As of December 31, 2012:</td> <td style="text-align: right;">\$350,450</td> </tr> <tr> <td style="padding-right: 20px;">Pledges:</td> <td style="text-align: right;">\$ 200</td> </tr> <tr> <td style="padding-right: 20px;"><b>Total Funds:</b></td> <td style="text-align: right;"><b>\$350,650</b></td> </tr> </table> </li> </ul>	As of December 31, 2012:	\$350,450	Pledges:	\$ 200	<b>Total Funds:</b>	<b>\$350,650</b>
As of December 31, 2012:	\$350,450						
Pledges:	\$ 200						
<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***



# **Brazosport College**

## **Human Resources**

**TO:** Dr. Millicent M. Valek

**FROM:** H. E. Miles

**DATE:** January 11, 2013

**SUBJECT:** Institutional Employment Report

Vacancies for **thirty-four (34)** professional and classified positions were advertised and/or filled during Academic Year 2011-2012. The advertisement and recruitment activities followed established college guidelines. Activities associated with the filling of these vacancies were as follows:

I. Professional Vacancies

- A. Recruitment for professional personnel occurred through a variety of resources. For faculty and select administrative vacancies, the Chronicle of Higher Education, HigherEdJobs.com, and select list services were used because of the direct association to higher education and the national exposure of these recruitment resources. In an effort to attract more diverse applicant pools, advertisements for faculty and select administrative positions were also placed in national publications and on-line services including Insight into Diversity and Hispanic Outlook. A regional, with national circulation, print-based medium used was The Houston Chronicle. In order to keep constituents of the college service area informed of professional positions, advertisements were placed in The Brazosport Facts. Other recruitment resources included trade journals, association list services, and the Brazosport College web page.
- B. **Eight (8)** search committees were active in recommending the selection of faculty and staff during 2011-2012. Members of a search committee provide a variety of perspectives of the institution and on the role and function of the position. When designing a search committee, the membership includes ethnic and gender diversity; individuals who will be peers of the new hire; the direct supervisor of the position; and one level above the direct supervisor. In addition, representation from Human Resources on each committee provides support and ensures the process follows college and federal guidelines.
- C. **Eight (8)** professional vacancies were advertised. **Three (3)** of the professional positions were staffed as temporary or grant funded positions.

## II. Classified Vacancies

- A. **Twenty-six (26)** classified positions (full- and part-time) were advertised and/or filled during 2011-2012. Vacancies, advertised externally, were placed in The Brazosport Facts. Classified positions requiring a degree and/or specialized skills were also advertised in The Houston Chronicle and on select list services. Each classified position was also advertised on the Brazosport College web page.
- B. **Fourteen (14)** of the classified positions were staffed as temporary or grant funded positions.

Additional information on each position advertised and/or filled during Academic Year 2011-2012 is available in the office of Human Resources.



H. E. Miles, Vice President  
Human Resources

hmiles:board infor/employment\_rpt/emprt12

**BRAZOSPORT COLLEGE DISTRICT  
AFFIDAVIT FOR DISCLOSURE OF CONFLICT OF  
INTEREST  
GENERAL AFFIDAVIT**

**STATE OF TEXAS:**

**COUNTY OF BRAZORIA:**

BEFORE ME the undersigned authority, on this day personally appeared a person known to me to be \_\_\_\_\_ who is a member of the Board of Regents of the Brazosport College District and after being by me duly sworn, did make the following statement:

\_\_\_\_\_ has a substantial interest in

---

that may do business with the Brazosport College District Board of Regents. The nature of interest is \_\_\_\_\_

---

I will abstain from all proceedings involving this \_\_\_\_\_

---

unless a majority of the members of the Board of Regents also have a substantial interest in the matter before the Board involving this business entity.

\_\_\_\_\_  
Signature

SWORN AND SUBSCRIBED BEFORE ME the undersigned authority on this

\_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Notary Public in and for Brazoria  
County, Texas  
My Commission Expires: \_\_\_\_\_

## Executive Summary

### Accountability Report

Over the past few years, the Board of Regents has reviewed Brazosport College's performance on nine State measures. These measures have been greatly expanded with Governor Perry's requirement that the Texas Higher Education Coordinating Board (THECB) and colleges work together to provide "the information necessary to determine the effectiveness and quality of the education students receive at individual institutions" and also to provide "the basis to evaluate the institutions' use of state resources." Community colleges and the THECB worked in concert to create a statewide Accountability System to meet this requirement. The Accountability System now includes 39 measures. It is substantially completed, but community colleges and the THECB continue to work to refine these measures. Also included are the measures on momentum points/milestones.

The Accountability System is closely tied to the *Closing the Gaps* (CTG) initiative that began in 2000 and set several statewide goals for higher education to attain by 2015. This initiative has four essential parts: **participation** (primarily access and enrollment); **success** (degrees, certificates, persistence, employment, and transfer); **excellence** (licensure rates), **momentum points**, and **institutional efficiency and effectiveness**. This report will focus on the first four categories: participation, success, excellence, and momentum points. There is ongoing work on institutional efficiency and effectiveness.

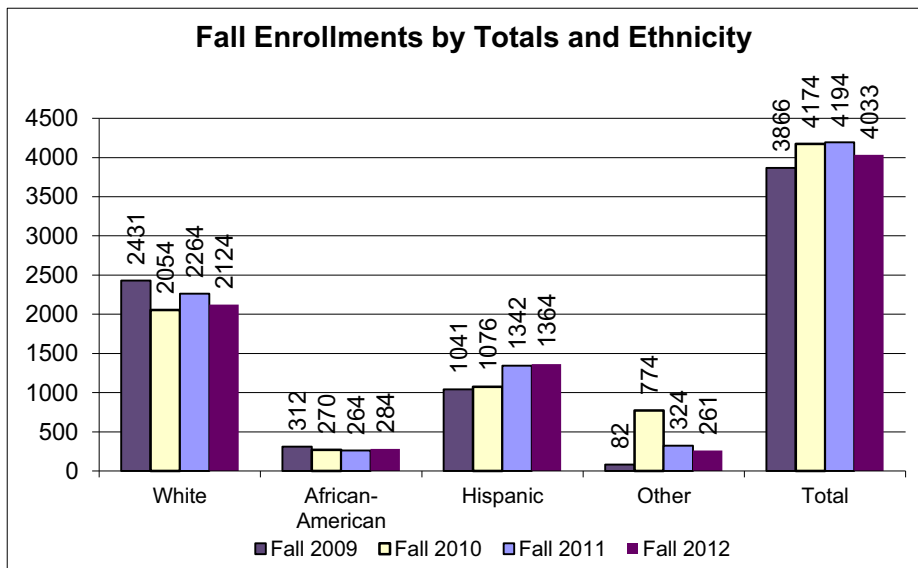
Data from the Accountability System are reported by college and by groups of colleges. The Coordinating Board divided colleges by size into groups of Very Large, Large, Medium, and Small colleges. Brazosport College is in the Medium group with 22 other colleges. Alvin and College of the Mainland from the Gulf Coast Consortium are also included in the Medium group. Other colleges of similar size from across the state comprise the other 19 colleges in this group. Selected data in this report will include a comparison to totals for Medium colleges.

These data show that Brazosport College compares favorably to colleges in the Medium group in equivalent areas and that Brazosport College is on track to achieve the goals established for *Closing the Gaps*.

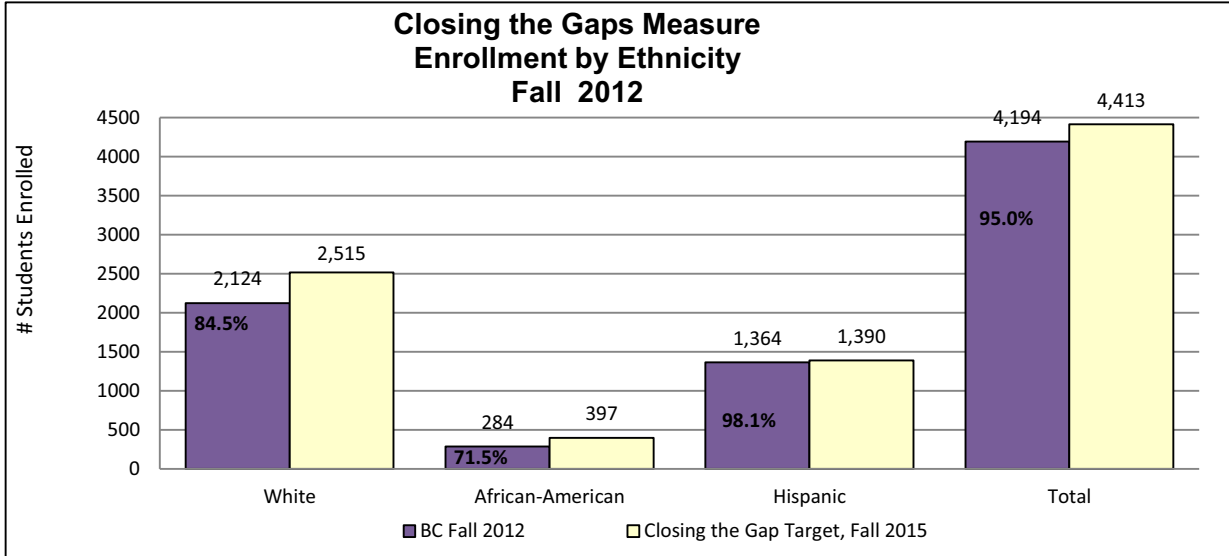
## PARTICIPATION

### I. Fall Enrollments by Ethnicity

The Texas Higher Education Coordinating Board (THECB) began reporting enrollment data using the new Federal race and ethnicity standards with fall 2010 enrollment data. Students are allowed to self-identify their ethnicity and race, which also permits them to select more than one race and/or ethnicity. This change is supposed to more accurately reflect student’s racial and ethnic background by not limiting responses to only one racial or ethnic category, and expands reporting options to seven categories (American Indian or Alaska Native, Asian, African American, Hispanic, Native Hawaiian or Other Pacific Islander, White, and Two or More Races). Because fall 2010 is the first year for the new reporting standards, longitudinal comparisons with earlier years are problematic.



The above graph shows fall enrollments by ethnicity and total enrollment for the past four fall semesters (2009 – 2012). Overall, total fall 2012 enrollment decreased slightly compared to the previous two semesters (fall 2011, -3.8% and fall 2010, -3.4%). Brazosport College’s enrollment decline was similar to most Texas community colleges. The Texas Association of Community Colleges report that fall 2012 enrollment across all Texas community colleges decreased an average of 2.3% ([http://www.tacc.org/documents/Fa12\\_HC\\_018.pdf](http://www.tacc.org/documents/Fa12_HC_018.pdf)).



Brazosport College’s fall 2012 credit enrollment is currently at 95% of the target and on track to achieve the 2015 *Closing the Gaps* total enrollment goal. However, *Closing the Gaps* goals by ethnicity may not be met in all ethnic categories by 2015. However, these differences may be mitigated somewhat because of the student’s multiple race/ethnic choices on the application.

**II. Enrollment and Service Area Representation**

Service Area Representation (%)				
Ethnicity	FY2008	FY2009	FY2010	FY2011
White	5.7	6.5	8.4	-0.9
African-American	-1.1	-1.0	-1.7	-1.4
Hispanic	-2.5	-3.4	-4.7	-5.1
Other	-2.1	-2.1	-2.0	7.4
Gender				
Male	-2.9	-4.5	-4.9	-6.3
Female	2.9	4.5	4.9	6.3

This table shows the percentage gap between the ethnic/gender percentages enrolled at Brazosport College and the ethnic/gender percentages in the service area population. For example, the 8.4 indicates that in the fiscal year 2010, the percentage of Whites enrolled at Brazosport College was 8.4% greater than the percentage of Whites in the service area population, suggesting that Whites were over-represented for that fiscal year.

Fiscal year 2011 displays a change in service area representation. This year the ethnic category “other” was over represented by 7.4%. This could be an indication that students are not clear how to answer the new federally required ethnicity/race question on their application. Therefore, more students have selected the “unknown” and the “more than one race” categories which make it difficult to determine service area representation by ethnicity.

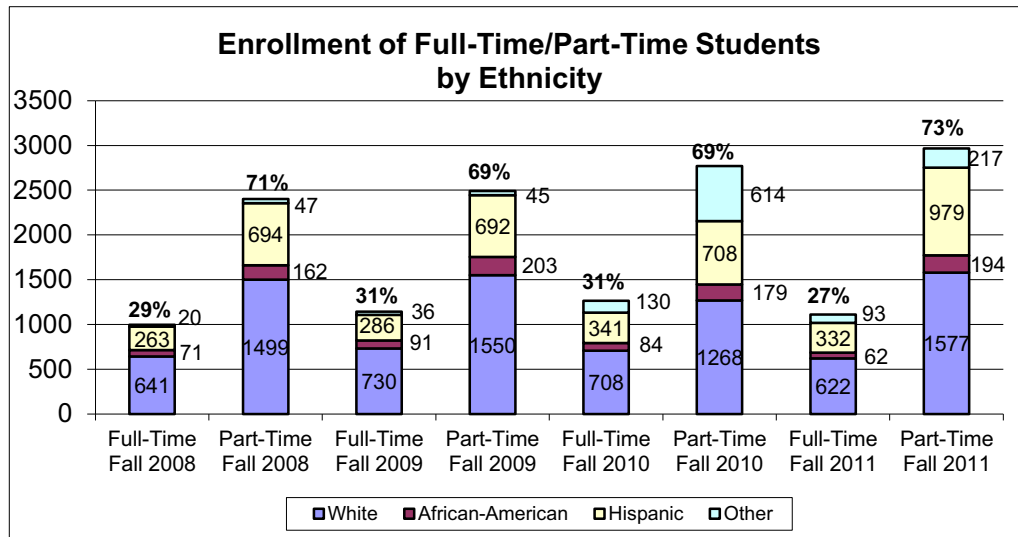
Addressing the under-representation of minority students is an initiative being undertaken by Brazosport College’s Enrollment Management Committee. In the fiscal year 2011 semester African-Americans were under-represented by 1.4% while Hispanics were under-represented by 5.1%.

### III. Semester Credit Hours/Contact Hours

Semester Credit Hours	FY2005	FY2009	FY2010	FY2011	%Change FY2005 to FY2011
Academic	50,067	52,481	58,836	63,019	25.9%
Technical	15,773	17,746	17,943	20,803	31.9%
<b>Contact Hours</b>					
Academic	915,104	954,512	1,085,616	1,153,920	26.1%
Technical	470,272	515,504	492,256	572,880	21.8%
Community Education	120,130	43,298	60,304	55,131	-54.1%

Both credit and contact hours for academic and technical programs have gradually increased since 2005. Several Community Education programs have been moved to credit since 2005 such as the Law Enforcement Academy, Automotive, and EMT classes which is a reason for the decrease in enrollment.

### IV. Full-Time/Part-Time Student Enrollment by Totals and Ethnicity



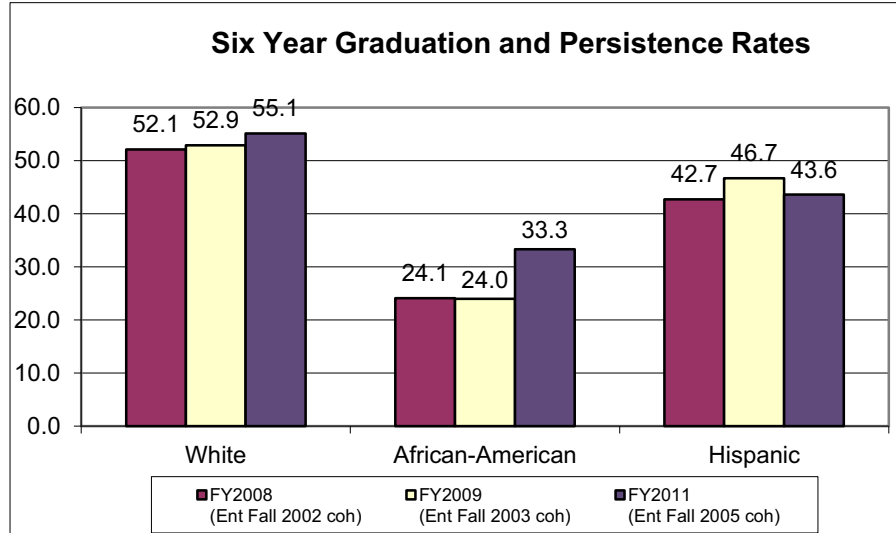
Note: Data in this graph include only credential-seeking students.

A student is considered full-time if s/he is enrolled in 12 or more semester credit hours and part-time if enrolled in fewer than 12 semester credit hours. For the past few years, the percentage of part-time students at Brazosport College (BC) has been in the range of 69-73%. In the fall 2011 semester BC part-time credential seeking student enrollment rose to a high of 73%. BC continues to have a higher percentage of part-time students than many colleges of its size. In fact, when comparing BC to other Medium colleges, the percentage of part-time students at other Medium colleges was 13 points lower than BC (60% Medium colleges vs. 73% BC).



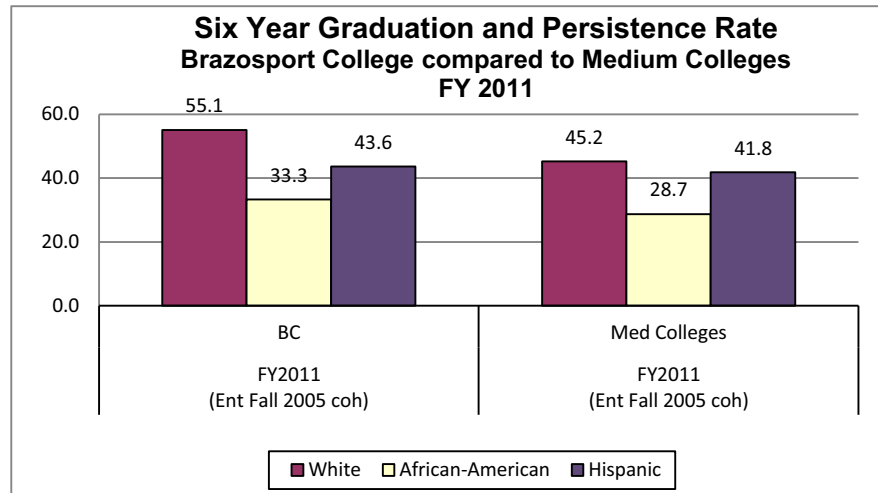
## SUCCESS

### V. Graduation/Persistence Rates from 2008, 2009, 2011



Note: FY2010 data was omitted due to invalid data in that cohort.

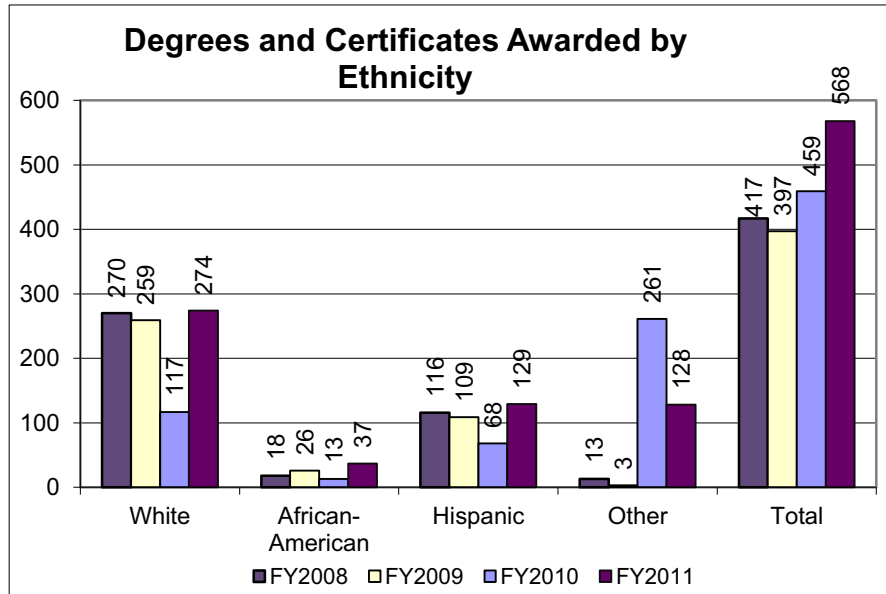
This graph shows the percentage of first-time, full-time, credential-seeking undergraduates by entering cohort that have graduated or are still enrolled in Texas public and private higher education after six academic years, disaggregated by ethnicity. The graduation rate for African-American students is affected by a lower number of students in the cohort. Fiscal year 2010 is not included because of an invalid dataset for 2004 when the cohort was misreported.



Note: Small sample sizes.

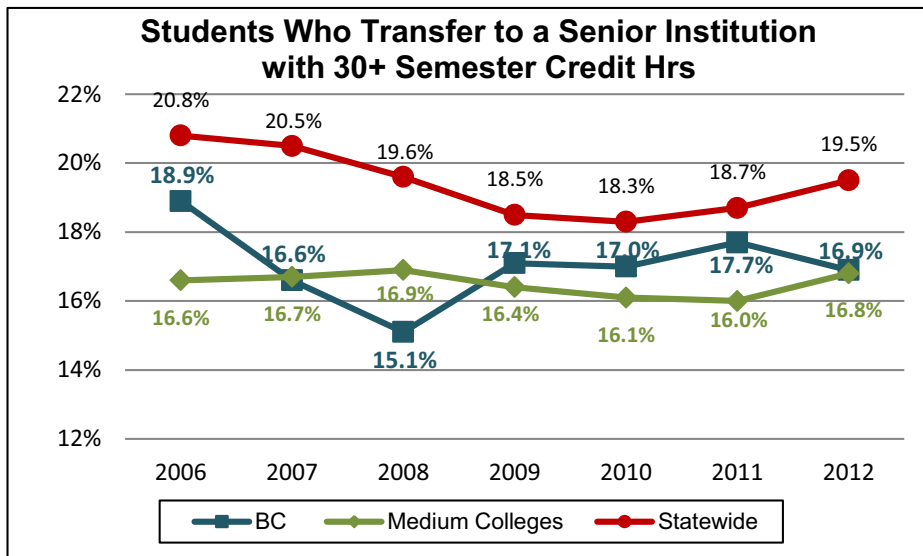
As compared to other Medium colleges in fiscal year 2011, Brazosport College’s graduation and persistence rate was higher across all ethnic categories. In fact, graduation and persistence rates were significantly higher among White and African-American ethnic categories when compared to Medium colleges (BC increase compared to Medium colleges: Whites: +9.9 points, African-Americans: +4.6 points, and Hispanics: +1.8 points).

**VI. Degrees and Certificates Awarded**



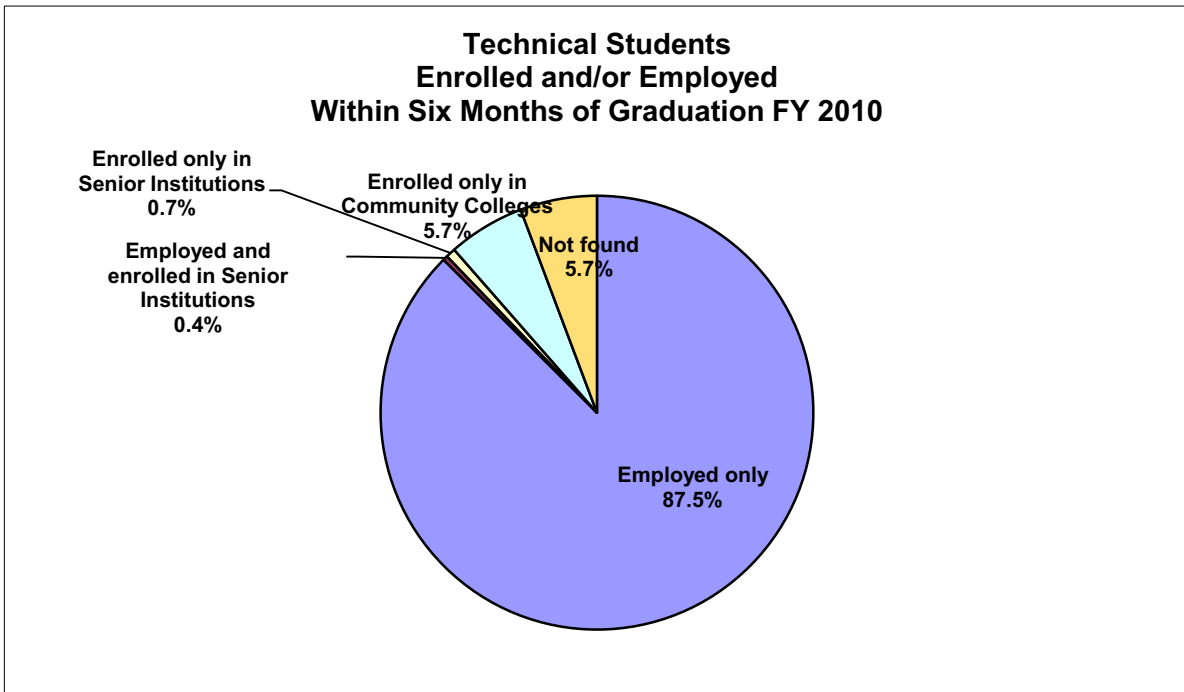
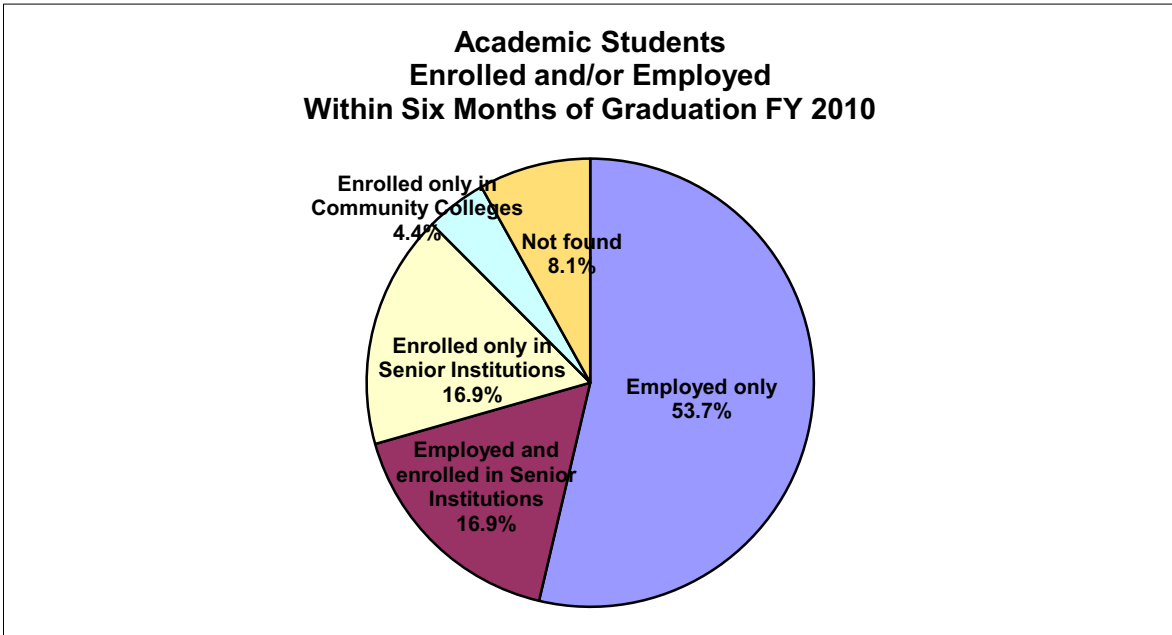
During fiscal year 2011, Brazosport College awarded the highest number of degrees and certificates over the past four years. In fact, the number of degrees and certificates awarded increased by 36% compared to FY2008. Because of the new federal race/ethnicity reporting that became effective fall 2010, longitudinal comparisons are difficult to make by ethnic category.

**VII. Percent of Students Who Transfer to a Senior Institution**



This measure includes the cohort of first-time students who enrolled at Brazosport College (BC) six years prior to the year reported and accumulated at least 30 credit hours at the institution before transferring. Although this report omits students who completed fewer than 30 semester credit hours before transfer, it does provide a way of comparing transfer results among similar colleges. BC's 2012 transfer rate is comparable to Medium colleges and below the statewide transfer rate.

**VIII. Status After Graduation**



These two graphs show differences between academic and technical students six months after graduation. The largest difference is the number of students who are employed-only within six months of graduation. More than eight out of ten (87.5%) technical students are employed-only compared to slightly more than one-half (53.7%) of the academic students. However, academic students are more likely to continue their education within six months of graduation. Approximately four out of ten (38.2%) academic students are enrolled-only in senior institutions or community colleges compared to less than one out of ten (6.8%) technical students.

## EXCELLENCE

### IX. Licensure Rates

Licensure Pass Rates	2007	2008	2009	2010	2011
Massage Therapy	100	100	100	72	↓ 60
Food Preparation Manager-Culinary Arts	75	56	100	100	100
Law Enforcement, Peace Officer-Academy	89	97	100	100	100
Emergency Medical Technician-Basic	80	70	67	82	↓ 56
Emergency Medical Technician-Intermediate	63	67	67	50	↑ 100
Nurse-LVN	100	100	100	100	100
Nurse Aide	100	--	--	80	↑ 100
Associate Degree Nursing	--	--	--	93	↑ 100

Over the past five years, Brazosport College has made progress in improving the pass rates in several of its programs. Six out of the eight programs achieved 100% pass rate while the remaining two programs showed decreases in pass rates. Licensure pass rates include only results for first-time test takers. Students have opportunities to retest on State licensure exams.

### MOMENTUM POINTS/MILESTONES

The Texas Higher Education Coordinating Board has added a new measure on momentum points and milestones to the Accountability Report. A momentum point is defined as a measurable educational attainment that is correlated to a milestone. In the Accountability System, examples of momentum points are students who pass the first college-level math course. A milestone is defined as a measurable educational achievement that we can attribute to students' success. In the Accountability System, examples of milestones would be students who receive degrees or certificates. The Texas Higher Education Coordinating Board developed this measure from a model described by the National Center for Higher Education Management Systems. This model clearly differentiated momentum points from milestones and included many more items than what is listed below.

While there has been discussion about how momentum points/milestones could be used as part of the Accountability System, there is no definite plan for implementation of this measure as part of the funding formula. In reviewing momentum point/milestone data, Brazosport College increased the total annual momentum points by 26% during FY2010 when compared to FY2009.

Brazosport College Milestones	FY2009	FY2010	Difference
a. Math Readiness	108.0	190.0	82.0
b. Reading/Writing Readiness	154.0	103.0	-51.0
c. Pass First College-Level Math Course	254.0	587.0	333.0
d. Pass First College-Level Read/Write Course	653.5	976.0	322.5
e. Complete 15 SCH	1,304.0	1,482.0	178.0
f. Complete 30 SCH	695.0	863.0	168.0
g. Transfer to a 4-Year Institution	444.0	420.0	-24.0
h. Receive a Degree, Core Curriculum, or Certificate (unduplicated)	714.0	836.0	122.0
<b>Annual Momentum Point Total</b>	<b>4,326.5</b>	<b>5,457.0</b>	<b>1,130.5</b>

SCH = Semester credit hours

# College Calendar

January 24, 2013	Women's Lecture Luncheon - Sherron Watkins <i>11:00 a.m., Dow Academic Center</i>
February 18, 2013	February Board of Regents Meeting <i>6:30 p.m., The Corporate Learning Center, Room 104</i>
February 21 - 23, 2013	Drama Production: Who's Afraid of Virginia Woolf <i>8:00 p.m., Seidule Drama Theatre</i>
February 22, 2013	BC Jazz Band & Singers <i>7:30 p.m., The Clarion</i>
February 23, 2013	Brazosport Symphonic Orchestra Community Concert <i>7:30 p.m., The Clarion</i>
February 24, 2013	Auditions: Klassical Kids <i>By Appointment, The Clarion</i>
February 25 - 26, 2013	Auditions: Rumors <i>7:00 p.m., Seidule Drama Theatre</i>
February 26, 2013	Counselor/Administrator Dinner <i>6:00 p.m., Dow Academic Center</i>
Feb 28 - Mar 2, 2013	Drama Production: Who's Afraid of Virginia Woolf <i>8:00 p.m., Seidule Drama Theatre</i>
March 2, 2013	Brazosport Choral Union <i>7:30 p.m., The Clarion</i>
March 11 - 16, 2013	Spring Break <i>College Closed</i>
March 18, 2013	March Board of Regents Meeting <i>6:30 p.m., The Corporate Learning Center, Room 104</i>
March 26, 2013	Career Fair <i>8:00 a.m., BC Central &amp; The Corporate Learning Center</i>
March 29, 2013	Spring Holiday <i>College Closed</i>
April 2, 2013	Lila Downs <i>7:30 p.m., The Clarion</i>
April 13, 2013	Klassical Kids Concert <i>7:30 p.m., The Clarion</i>

