

# **B** Brazosport College

THE COLLEGE OF CHOICE FOR OUR COMMUNITY



**BOARD OF REGENTS**

# **A G E N D A**

*Special Meeting*

**January 22, 2013**

**BRAZOSPORT COLLEGE**

Notice is hereby given that on the 22<sup>nd</sup> day of January, 2013, a Special Meeting is scheduled at 5:30 p.m., in Room 107 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:

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|-----------------|---|
| 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 of 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 special meeting of the Brazosport College Board of Regents is scheduled for Tuesday, January 22, 2013, at 5:30 p.m., in Room 107, in the Brazosport College Corporate Learning Center, located in Lake Jackson, Texas.

The agenda is as follows:

1. Roll Call
2. New Business
  - a. Interview of Audit Firms. On page 1 is a communication from the Vice President, Administrative Services & CFO, which outlines the steps taken by staff to identify prospective firms from which to select auditors. Four firms submitted proposals. References were called on the three firms other than the incumbent. A scoring document was used to select firms to be invited to be interviewed by the Board. Based on references and scoring, proposals from Kennemer, Masters, & Lunsford, LLC and Belt Harris Pechacek, LLLP are included as separate enclosures with your meeting materials.

Selection of the firm will take place during the regular monthly meeting which immediately follows this special meeting.

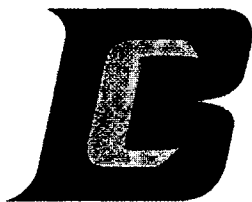
Should additional information or explanations be desired, please contact me.

Sincerely,



Millicent M. Valek  
President


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# Brazosport College

*Office of the Vice President  
Administrative Services and CFO*

## MEMORANDUM

**TO:** Millicent Valek  
**FROM:** Fred Scott   
**DATE:** December 13, 2012  
**SUBJECT:** Selection of Auditor for the Year Ending August 31, 2013

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Board Policy CDC (Local) states that the Board will select the college auditor no later than January of the fiscal year.

The following schedule was included in the RFP and as in information item in the November 19, 2012 Board of Regents agenda:

A. Delivery of Request for Proposal	November 12, 2012
B. Bidders Conference, 2:00 p.m., C133	November 14, 2012
C. Submission of Proposals, 11:00 a.m., C133	December 13, 2012
D. Interview of Audit Firms by Board of Regents	January 22, 2013
E. Selection of Audit Firm	January 22, 2013

A special meeting of the Board of Regents is recommended prior to the regular meeting on January 22, 2013 for the purpose of interviewing candidates to be external auditors.