Agenda Item: Discussion/Information

I. Call the Meeting to Order
   Workshop began at 5:00 p.m.

II. Roll Call of Board Members
    Dan Mims Conducted Roll Call
    Board Members Present: Marie Flickinger, Brad Hance, John Moon, Jr., Keith Sinor, Larry Wilson, Dr. Ruede Wheeler

III. Review College Administration West Building Renovation
    Brenda Hellyer reviewed the plans for the college administration building renovation. She explained that the College has been focused on space needs for instruction and that we must also look at the needs of the district support areas. Needs have been mentioned to the Board but everything involved has not been thoroughly explained. The goal is to build space for district personnel to best support the functions required by the College. At this time several departments are currently split between buildings and campuses. This renovation will allow us to develop the facility with flexibility to meet current and future needs. The current timing is important because it allows us to use vacant space at South Campus. Through the 2015 building program, we will look at the next phase of how to meet the administrative site needs. This will include assessing which areas, such as IT, should be moved from the campuses. A question was asked about the need and capacity
of the current emergency generator back-up as it relates to this area. Bryan Jones indicated it would need to be reviewed. We have not addressed it with this plan. Brenda explained the need to change the purchasing request to move dollars from the construction administration line item to the contingency line item. This will allow the Chancellor to approve dollars for possible changes needed to address issues as they are identified by the contractor instead of it having to come back for board approval. The total dollar amount for the project will remain the same. The action item at the board meeting will be amended to reflect following change: “The total expenditure for the requested package of work is $2,700,767 plus an Owner’s contingency of $159,712 (which was previously classified outside the GMP, but was included in the total project cost) for a total contracted amount of $2,860,479. The total project budget is unchanged at $4,415,000, which includes renovation costs, furniture, demountable wall systems, and fees.”

<table>
<thead>
<tr>
<th>IV.</th>
<th>Chancellor Job Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The Chancellor’s job description needs to be updated. The last formal description is from 2007. The Board will review the job description and discuss at the August 4th board workshop. Brenda Hellyer will update the Board Bylaws for the Board to review at the August 4th board workshop. Marie Flickinger offered to assist with these revisions. Currently the bylaws highlight some of the job duties of the Chancellor and this section will be revised.</td>
</tr>
</tbody>
</table>

Ken Lynn left the meeting.
Lisa Brown, Attorney with Thompson & Horton, Joanna Zimmerman, and Teri Crawford joined the meeting.
Adjournment to Executive Session

Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071, the Texas Open Meetings Act, for the following purposes:

Consultation with Attorney
For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

The Board of Trustees adjourned to closed session at 5:24 p.m.

Reconvene in Open Meeting

Reconvene in Open Meeting
The Board of Trustees reconvened into Open Meeting at 6:15 p.m.

Lisa Brown, Attorney with Thompson & Horton, Joanna Zimmerman, and Teri Crawford left the meeting.
Ken Lynn joined the meeting.

2014 – 2015 Budget Discussion

Brenda gave an overview of the budget status. Budget process is still under development and is being developed based on revenue assumptions previously discussed with the Board and Finance Committee.

Major Revenue Assumptions

- **State Revenue**
  - No Increase

- **Tuition and Fees**
  - No projected increase in Semester Credit Hours (SCH) or headcount
  - March 31st Approval Rate Increase:
    - $4/$5/$8 per SCH
    - Increased Dual Credit Exemption to 70%
    - Increase (Net) of $1.9 million

- **Property Tax Revenue**
  - Higher Taxable Assessed Value (TAV) expected
    - 2013 TAV currently $41.9B
    - 2014 TAV Expected $43.2B
    - $3.0 million expected increase in Maintenance & Operations tax revenue
  - Will have some rate
flexibility because of increased values.
- Tax rates will be subject to Truth In Taxation calculations. Total tax rate expected to be the same as prior year and possibly lower.

- **CPD Revenue**
  - Projected Increase $196K
  - Maritime

- **Other Revenue**
  - Under review

**Current Major Expenditure Assumptions**
- Compensation Pool $2,400,000
- New program recurring costs (Biomedical, Pipefitting, Men of Honor) $186,350
- Increase in CPD expenditures $196,000
- New Faculty and Benefits $405,700
  (Process Tech, Welding, Instrumentation, Non-Destructive Testing, EMT, Advanced Man, Billing & Coding)
- Department Chair Reorganization $250,000
- ORP Contribution Change (250,000)
- Reduce Evergreen Furniture Replacement Pool (200,000)
- Establish Evergreen Equipment Pool $400,000
- Staff and Benefits (2/6/14) $505,519
  (Emergency Preparedness, Safety Manager, Ed Planner, Banner Specialist, Enrollment Services, Sim Lab Coordinator, Admin Assistant, Facility Events Coordinator, Library)
- Less: Non Recurring One-Time FY14 Purchases (690,200)
- Marketing and advertising $485,000
- 2015 Building Program and Planning $500,000
- Technology – One-Time & Recurring are still being defined
- Student Support Area – focus on how the work has changed & best way to support that work; we are still working through the details
- Repurposing open positions and holding
others based on enrollment
• Banner Revitalization Project- final budget being developed
• **Working through details with focus on annual priorities**
• **Seeing support across the budget managers. For example, the provosts are moving budget between campuses to ensure that priorities at all three campuses can be met.**

<table>
<thead>
<tr>
<th>VIII.</th>
<th>Community College Association of Texas Trustees (CCATT) Update</th>
<th>Marie Flickinger’s term ended in June. She said raising the expectations for CCATT was the best thing to happen. The organization didn’t have the best reputation but that was changed in the last year.</th>
</tr>
</thead>
</table>
| IX.   | **Calendar**                                                 | Brenda Hellyer reviewed upcoming calendar items:  
- 7/17 Alumni mixer  
- 8/25 Central Campus Library Grand Reopening  
- 8/27 South Campus Library Grand Reopening  
- 10/14 Golf Tournament  
- 10/28 Maritime Groundbreaking  
- 12/14 December Commencement  
Next Board Meeting is scheduled for August 4, 2014. |
|       | **Adjournment**                                              | **Workshop Adjourned at 6:35 p.m.** |