

MISSION STATEMENT

Brazosport College exists to improve quality of life by providing certificate, associate and baccalaureate degree programs, academic transfer programs, workforce development, and cultural enrichment in an efficient and cost-effective manner. The Board, faculty and staff are committed to student success and lifelong learning by responding to student needs, creating a dynamic and safe learning environment, and enriching our communities.

September 30, 2019

Board of Regents
Brazosport College

Members of the Board:

The Brazosport College Board of Regents will hold a special meeting in order to take immediate action on a payroll matter caused by the emergency closure of Brazosport College due to Tropical Storm Imelda. This meeting will be held by telephone conference call in accordance with Board Policy BD (LEGAL) on Monday, September 30, 2019, 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. Audience to Patrons and Petitions
3. New Business
 - A. Payroll Related to Emergency Closure Due to Tropical Storm Imelda. Due to heavy rains and flooding conditions throughout the Gulf Coast Region, Brazosport College closed on Wednesday, September 18, 2019 and Friday, September 20, 2019. This emergency closure prevented employees from working their normal, scheduled shifts on those days.

Policy DEA (LOCAL) states that if “the Board chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure.”

The Vice President, Human Resources, recommends that the Board authorize that the College pay its full-time, part-time, and student employees who were scheduled to work during the emergency closure, unless any of those days are scheduled to be made up at a later date. Employees should not have to expend leave or go without pay due to the College's decision to close due to the emergency.

The President joins in this recommendation. It would be appropriate for the Board to approve that the College pay its full-time employees and part-time employees who were scheduled to work but could not due to the emergency closure that occurred on September 18, 2019 and September 20, 2019, unless any of that work time is scheduled to be made up.

- B. Payroll Related to Potential Future Emergency Closures in FY20. Policy DEA (LOCAL) states that if “the Board chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure.”

The Vice President, Human Resources, recommends that the Board pre-authorize that the College pay its full-time, part-time, and student employees who were scheduled to work during any emergency closure in FY20 that is less than one week in duration, unless any of those days are scheduled to be made up at a later date. Employees should not have to expend leave or go without pay due to the College's decision to close due to the emergency.

The President joins in this recommendation. It would be appropriate for the Board to pre-approve that the College pay its full-time employees and part-time employees who were scheduled to work but could not due to any future emergency closure in FY20 that is less than one week in duration, unless any of that work time is scheduled to be made up.

Sincerely,



Millicent M. Valek
President