



# TEXAS SOUTHMOST COLLEGE DISTRICT

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## Board of Trustees

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*Reynaldo García, DDS*

*René Torres*

*Ramon Champion Hinojosa*

## TSC President

*Lily F. Tercero, Ph.D.*

## Texas Southmost College District

### Minutes of the Regular Meeting of the Board of Trustees

January 24, 2013

The Board of Trustees of the Texas Southmost College District convened in open session on January 24, 2013, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board members present were Francisco G. Rendon, Chair; Adela G. Garza, Vice Chair; Trey Mendez, Secretary; Dr. Robert Lozano; René Torres; Ramon Hinojosa and Dr. Reynaldo García. Also present was Dr. Lily F. Tercero, President of Texas Southmost College.

#### **1. Call to Order**

The meeting was called to order by Chairman Rendon at 5:35 p.m.

#### **2. Announcements**

Chairman Rendon called on Dr. Tercero to make the announcements. Dr. Tercero announced that there will be a Legislative Tour of the Valley for newly elected legislators. The group will be visiting the campus for a brunch on Friday, January 25, 2013 from 10:00 a.m. – 12:00 p.m. in Salon Cassia. The panelists that will be addressing the Legislators will include: Dr. Shirley Reed, Dr. Robert Nelson, Dr. Cesar Maldonado, Dr. Juliet Garcia and herself. Each panelist will be given a 15 minute window to highlight their legislative agenda.

Dr. Tercero reminded the Board that the Brownsville Day at the State Capitol will be held on January 28-29, 2013 in Austin. Dr. Tercero reported that several Trustees were planning to attend.

Dr. Tercero announced that the United Brownsville organization has passed a resolution in support of Texas Southmost College's efforts in advocating that the 83<sup>rd</sup> Legislature approve "hold harmless" state funding for Texas Southmost College. Dr. Tercero called on Mr. Mike Gonzalez, Executive Director for United

Brownsville. Mr. Gonzalez stated the United Brownsville board passed a resolution recognizing the reestablishment of Texas Southmost College as a separate fully comprehensive public Community College that will enrich and enhance educational opportunities within our community, and to advocate that the 83<sup>rd</sup> Legislature approve "hold harmless" state funding for Texas Southmost College.

Dr. Tercero announced the retirement of Dr. Robert Aguero, Vice President for Instruction and Student Services. Dr. Aguero's last day will be January 31, 2013. Mr. Rendon presented Dr. Aguero with a plaque for grateful appreciation for his outstanding service and leadership to Texas Southmost College. Dr. Aguero thanked Dr. Tercero and members of the Board for the opportunity to have served Texas Southmost College.

### **3. Speakers to Agenda Items and Public Discussion**

There were no speakers.

### **4. Mission Statement**

Chairman Rendon read the existing mission for Texas Southmost College District as follows:

"Transforming our communities through innovative learning opportunities"

### **5. Approval of Minutes of Previous Meetings**

#### **Consideration and Approval of Minutes of the Regular Meeting on December 13, 2012**

A motion was made by Mr. Torres to approve the Minutes of the Regular Meeting on December 13, 2012 as presented. The motion was seconded by Mr. Mendez and carried unanimously.

### **6. Resolution Granting Certain Tax Exemptions to Certain Historic Sites Under the 2013 Heritage Plan**

#### **Consideration and Possible Action on Adoption of Resolution Granting Tax Exemptions to Certain Historic Sites Under the 2013 Heritage Plan**

Chairman Rendon called on Mr. Chet Lewis, Vice President for Administration and Finance to make the presentation. Mr. Lewis introduced Mr. Peter Goodman,

Director of the Downtown Historic District for the City of Brownsville, to present the item. Mr. Goodman presented the resolution granting certain tax exemptions to certain historic sites under the 2013 Heritage Plan. He stated that this would be the 26th year of continued commitment to the restoration and preservation of historic properties in Brownsville. The financial implications to the District would be a total of \$10,061.77 in tax forgone for the 62 properties.

**A motion was made by Mrs. Garza to adopt the resolution granting certain tax exemptions to certain historic sites under the 2013 Heritage Plan as presented. The motion was seconded by Mr. Torres and carried. Mr. Mendez abstained from the vote. Exhibit "A"**

#### **7. Audit Committee Report**

Chairman Rendon called on Mr. Torres to give the report. Mr. Torres reported that the Audit Committee met on Tuesday, January 22, 2013, however, a quorum was not present. No action was taken at this meeting. Audit Committee members present included Francisco Rendon, Elias Villarreal, Chet Lewis, Nancy Saldana, and Carlos Pecero of Patillo, Brown and Hill.

The first item discussed was the Comprehensive Annual Financial Report (CAFR) and Audit for Texas Southmost College District for FY ending August 31, 2012. The District has completed the process of compiling a CAFR for your approval and for submission to the Government Finance Officers Association (GFOA). This will be the sixth consecutive year that the District has submitted the CAFR to the GFOA for the Certificate of Achievement and has received the award on the past five submissions. The District's financial reports, accounting procedures and internal controls are audited annually by an independent auditing firm.

Mr. Torres reported that Patillo, Brown & Hill has submitted this year's audit and are pleased to report that the District has once again earned an unqualified opinion, or a "clean opinion". He gave thanks to the TSC Finance Office and the TSC District Office Staff for all their time and assistance in completing the report.

He introduced Mr. Carlos Cascos to give a brief overview and to answer any questions that the Board may have.

#### **8. Comprehensive Annual Financial Report and Audit for Texas Southmost College for FY Ending August 31, 2012**

**Consideration and Possible Action on Approval of the  
Comprehensive Annual Financial Report and Audit for Texas  
Southmost College District for FY Ending August 31, 2012**

**A motion was made by Mr. Hinojosa to approve the Comprehensive Annual Financial Report and Audit as presented. The motion was seconded by Mr. Mendez and carried unanimously. Exhibit "B"**

#### **9. Budget Amendments Fiscal Year 2012**

##### **Consideration and Approval of Budget Amendment Fiscal Year 2012**

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis informed the Board that the proposed budget amendment is to record the revenue for Ad Valorem Taxes and to increase the condominiums line to cover expenses through fiscal year 2012.

**A motion was made by Dr. García to approve Budget Amendment #12-006 for Fiscal Year 2012 as presented. The motion was seconded by Mr. Hinojosa and carried unanimously. Exhibit "C"**

#### **10. Budget Amendments Fiscal Year 2013**

##### **Consideration and Approval of Budget Amendment Fiscal Year 2013**

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis informed the Board that the proposed budget amendment is to increase the Dues/Memberships line, General Institution – Consulting for contract amendment with Dynamic Campus as approved on September 20, 2012, and Promotional/ Advertising expenses line for Marketing & Communication and Advertising services through fiscal year 2013.

**A motion was made by Mr. Torres to approve Budget Amendment #13-001 for Fiscal Year 2013 as presented. The motion was seconded by Dr. García and carried unanimously. Exhibit "D"**

#### **11. Update on Branding Campaign for Texas Southmost College**

Chairman Rendon called on Dr. Tercero to present the item. Dr. Tercero introduced Ben Guerrero and Don Breeden of BMG Advertising, Design & Marketing to provide an overview of some of the work that will be taking place. Mr. Guerrero presented some photo's from a photo shoot that was held using students in the Allied Health Programs. Mr. Guerrero reported that the 2013 Marketing & Branding Campaign will be ready in February and will be launching in March. The campaign will include television, newspaper, outdoor billboards, radio, buses, collateral and promotional materials. Some of the promotional items

that will be purchased include backdrops and banners for press conferences or events, coffee mugs, koozies, stadium plastic cups, USB flashdrive bracelets, pens, pencils, T-shirts, and baseball caps.

## **12. Update on Transition Process**

Chairman Rendon called on Dr. Tercero to give an update on the transition process. Dr. Tercero reported that TSC is working on setting up student services on the first floor of the Oliveira Library. She emphasized that student services will be a one stop shop operation. Mike Shannon is leading that effort. TSC is currently working with UTB staff to do all the renovations, movements and repainting that is required.

Dr. Tercero reported that the administrative and software system implementation is moving according to plan.

There are several positions that should be filled within the coming weeks. Announcements to hire Faculty will be made in late February or March. She reported that TSC and UT System Transition Team continue to meet for the transition process.

## **13. Executive Session as provided by Government Code, Chapter 551.072 and Chapter 551.074.**

**The Board convened in Executive Session at 6:19 p.m.**

**The Board reconvened in Regular Session at 9:03 p.m.**

## **14. Consideration and possible action on matters discussed in Executive Session**

**Consultation with Attorney on Pending Real Estate Issues, Section 551.072, Texas Government Code. The Real Property Discussion will address the purchase, exchange, lease, or value of Real Estate.**

No discussion or action was taken.

**Consultation with Attorney on Pending Personnel Issues, Section 551.074, Texas Government Code. The Deliberation may include a discussion of the Evaluation and Employment Contract of the President, and the Board of Trustees' Appraisal Process.**

No discussion or action was taken.

**15. Proposed Meeting Dates**

Thursday, February 21, 2013

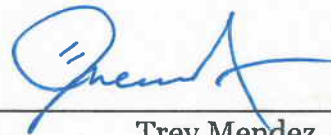
**Adjournment**

The meeting was adjourned by Chairman Rendon at 9:04 p.m.



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Mr. Francisco G. Rendon  
Chairman, Board of Trustees



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Trey Mendez, J. D.  
Secretary, Board of Trustees

**NOTE:** The tape of the Regular Board of Trustees meeting held on January 24, 2013, is on file at the District Office of the Texas Southmost College District. The master tape is on file at UTB/TSC Media Services. These minutes were taken and transcribed by Max E. Roca, Administrative Assistant. Videotaping of the Board of Trustees' meetings began on April 11, 1996. They are aired on Channel KBSD in cooperation with the Brownsville Independent School District.