



# TEXAS SOUTHMOST COLLEGE DISTRICT

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## Board of Trustees

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## TSC President

*Lily F. Tercero, Ph.D.*

## Texas Southmost College District

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

December 13, 2012

The Board of Trustees of the Texas Southmost College District convened in open session on December 13, 2012, 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 5:36 p.m.

#### **2. Announcements**

There were no announcements.

#### **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 November 15, 2012**

**A motion was made by Mr. Torres to approve the Minutes of the Regular Meeting on November 15, 2012 as presented. The motion was seconded by Dr. Lozano and carried. Mrs. Garza abstained from the vote.**

## **6. Report on College Readiness Coalition with Area ISD's**

Chairman Rendon called on Dr. Tercero to give the report. Dr. Tercero reported on the College Readiness Coalition meeting that was held with area ISD's. Dr. Tercero reminded the Board that part of the effort in the strategic planning process is to focus on community involvement. This includes establishing mutually beneficial public, private and community based partnerships to expand awareness, leverage resources and promote services and programs. She also reminded the Board that part of the values established by TSC includes access. Access is reaching out to diverse communities, expanding linkages with industry and strengthening our partnership with area ISD's and universities to create accessible and affordable educational pathways for our students, faculty and staff. Dr. Tercero emphasized that TSC is very focused and committed to this endeavor. The Board's response to the report of the meeting was very favorable, especially for having included all of the area ISD Superintendents, which apparently never had occurred before.

The agenda included discussion on Creating a College – Going Culture; Preparing for College Readiness in 7<sup>th</sup> – 10<sup>th</sup> Grades; Defining College Readiness; Developing Early College High Schools; and College Connection. Mr. Mike Shannon, Associate Vice President for Student Services, reported that many high school students find the college enrollment process intimidating. College Connection is a customized program to meet the individual schools' needs to assist every student through each step of the college admission process. The customized program will assist students with completing the forms necessary for Apply Texas and the Free Application for Federal Student Aid (FAFSA), and will include an orientation. A key goal of this program is that each high school graduating senior will receive an acceptance letter to TSC the same night they receive their high school diplomas. The primary purposes of this effort are to create an expectation that everyone can attend college and to have 100% participation of high school seniors. *Exhibit "A"*

## **7. Report on the Implementation of an Institutional Effectiveness Process for Texas Southmost College**

Chairman Rendon called on Dr. Tercero to give the report. Dr. Tercero expressed the importance of implementing an Institutional Effectiveness Process for TSC. This process is directly connected to the Accreditation process with SACS.

In addition to the annual employee performance appraisal process, Texas Southmost College will also implement an Institutional Effectiveness Process. Both the strategic planning efforts and the operational planning are key components of this comprehensive process. Dr. Tercero applauded the Board for having the foresight to complete the strategic planning efforts during the past year.

The operational planning process is very critical for identifying annual plans, obtaining objectives that can be measured, completing the work, and reporting back to review and improve upon the established objectives. Operational planning allows the institution to review its educational, administrative and support programs and services based on the College's goals, objectives and expected outcomes.

Dr. Tercero reported that each department will be developing Institutional Effectiveness Plans (IEP's) on an annual basis. These IEP's will address the effectiveness of programs and services. Faculty will focus on developing Student Outcome Assessment Plans (SOAPS) to improve the effectiveness of teaching and student learning. Improvement of student success will be a major factor. The Institutional Effectiveness Process is a continuous improvement process and focuses on becoming more efficient and effective. *Exhibit "B"*

## **8. Update on the Transition Process**

Chairman Rendon called on Dr. Tercero to present the item. Dr. Tercero reported that both she and Dr. Leonardo de la Garza, TSC Consultant, met and discussed the status of various aspects of the transition. A full Transition Team meeting is scheduled for December 18, 2012. Dr. Tercero reported that the recent announcements made by UT System have not affected the work that is being done on the Transition Team. That work will be continued as planned.

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

**The Board convened in Executive Session at 5:57 p.m.**

**The Board reconvened in Regular Session at 8:28 p.m.**

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

**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.

**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.

**11. Proposed Meeting Dates**

**Thursday, January 17, 2012**

**Adjournment**

The meeting was adjourned by Chairman Rendon at 8:29 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 December 13, 2012, 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.