



Texas Southmost College District

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Minutes of the Regular Meeting of the Board of Trustees

November 20, 2008

The Board of Trustees of the Texas Southmost College District convened in open session on November 20, 2008, at 5:30 p.m., in the Board Room of Gorgas Hall, Texas Southmost College. Board members present were David Oliveira, Chair, Dr. Roberto Robles, Secretary, Rosemary Breedlove, Chester Gonzalez, René Torres and Adela G. Garza. Absent were Eduardo A. Campirano, Vice Chair, and Dr. Juliet V. García, President of The University of Texas at Brownsville and Texas Southmost College.

Call to Order

The meeting was called to order by Chairman Oliveira at 5:30 p.m.

1. Announcements

Presentation of Heirloom to Trustee

Chairman Oliveira called on Ms. Rosemary Martinez, Vice President for Business Affairs. Ms. Martinez presented an heirloom "billy club" to Chairman Oliveira, that had once belonged to Avelardo Oliveira, Mr. Oliveira's grandfather. She noted that the heirloom had been in her family for 40 years and that the time had come to return the billy club to the Oliveira family, the rightful owners.

**Presentation of *Additional Studies in
Rio Grande Valley History* to Trustees**

Chairman Oliveira called on Dr. Antonio Zavaleta, Vice President for External Affairs, to make the presentation. Dr. Zavaleta presented his book, *Additional Studies in Rio Grande Valley History, Vol. 8*, to the Board. He noted that this is the only sustained historical project of its type, and that it includes works by UTB/TSC administration. He noted that this book is already a collector's item. Only 2,000 copies of the book were printed and distributed to libraries in the United States and Europe, and it is currently out of print. Dr. Zavaleta added that Volume 9 of the series is already in progress.

2. Acceptance of Gift and Resolution

**Consideration and possible action on
The adoption of the resolution naming The Arts Center Teaching
Studio C "The Neale & Lourdes Simmons Teaching Studio."**

Dr. Ruth Ann Ragland, Vice President for Institutional Advancement, announced the acceptance of a gift from Neale and Lourdes Simmons for naming Teaching Studio C of the Arts Center in their honor. Dr. Ragland presented a brief biography of the donors, recognizing them as strong advocates for The Arts Center and supporters of our students. Mr. Oliveira read the resolution honoring the Simmons family and presented the resolution and a framed portrait of the building to Mr. and Mrs. Neale Simmons. Mr. Simmons thanked the Board for the opportunity to make this important contribution.

A motion was made by Ms. Breedlove to adopt the resolution naming The Arts Center Teaching Studio C "The Neale & Lourdes Simmons Teaching Studio" as presented. The motion was seconded by Ms. Garza and carried unanimously. Exhibit "A"

3. Executive Session

as provided by Government
Code, Chapter 551.072

Legal Matters

Consideration of legal services
contract

The Board convened in Executive Session at 6:00 p.m.

The Board reconvened in Regular Session at 7:18 p.m.

4. Consideration and possible action on matters discussed in Executive Session

There are no items to report from Executive Session.

5. Approval of Minutes of Previous Meeting

Consideration and possible action on Minutes of Regular Meeting on October 30, 2008

A motion was made by Mr. Gonzalez to approve the Minutes of the Regular Meeting on October 30, 2008. The motion was seconded by Ms. Breedlove and carried unanimously.

6. Board Briefing

Chairman Oliveira called on Dr. Jose Martin, UTB/TSC Provost, to report to the Board on the Satisfactory Academic Progress (SAP). Dr. Martin provided a brief summary of the rationale for revising the SAP standards in an effort to increase student success.

Dr. Martin reported that the new SAP policy states that students must maintain a cumulative GPA of 2.0 and a cumulative completion rate of 70%. He stated that the Texas Legislature passed a new law that requires all incoming freshman starting in the Fall 2007 to complete all but six classes while they earn their degree. He noted that if students fail to meet SAP standards after one semester they will be placed on probation and will be allowed to register for no more than twelve semester credit hours. Dr. Martin further noted that although students will be eligible for financial aid while on probation, they must meet SAP standards in order to continue. If students fail to meet the standards, they will be suspended for one semester and they will not be able to enroll in classes. Upon their return, they will only be able to enroll for seven hours and must meet with an advisor to be reinstated. He stated that if students do well, with a GPA of 2.0 and a 70% completion rate, they will be students in good standing.

Dr. Martin reported that in Fall 2007, the increase in number of credits satisfactorily completed was the equivalent of having 130 more students completing a satisfactory semester. In the Spring 2008, students withdrew from courses at half the rate of the previous spring.

He further reported that in terms of enrollment, the decrease in numbers of non-dual students taking only undergraduate courses in Spring 2008 has decreased by 6%. This is less than predicted. Dr. Martin reported that in Spring 2008, undergraduate students took 4.76% more upper division courses than the previous year. This is the equivalent of 100 more upper division students.

Dr. Martin added that in the Fall 2007, there were changes made to the advising process to include strategies determined to be helpful to students.

In conclusion, the current data for Fall 2008 indicate that the actual impact of the SAP implementation in FY 2009 will result in a \$2.3 million loss, which is less than expected. Dr. Martin noted that although there are future challenges, our financial position will depend upon how successful we are at retaining and recruiting students while maintaining our academic standards.

7. Speakers to Agenda Items and Public Discussion

There were no speakers.

8. Budget Amendments

Chairman Oliveira called on Melba Sanchez, Assistant Vice President for Finance, to make the presentation. Ms. Sanchez noted that the request for budget amendment #08-011 is to adjust revenue and expenditures in the General Fund, budget amendment #08-012 is to adjust expenditures in the Auxiliary Fund, and budget amendment #08-013 is to adjust expenditures in the Campus Facilities Fund. Ms. Sanchez stated that the budget amendments are necessary to cover anticipated expenditures through year's end.

A motion was made by Mr. Gonzalez to approve budget amendments #08-011, #08-012, and #08-013 for Fiscal Year 2008 as presented. The motion was seconded by Ms. Breedlove and carried unanimously.
Exhibit "B"

9. Physical Facilities Committee

Report

Consideration and possible action on funding allocation for bond projects

Mr. Gonzalez reported that the first item discussed was the project allocation and funding summary which outlines the budgets for new construction projects and campus renovations, and funding sources for each project. The previous funding allocation was approved by the Board in June 2008. Mr. Gonzalez reported that the goal of the new funding allocation is to use the interest earnings in a way that funds additional needs for the bond projects, plus increase funding for capital improvement priorities. The new allocation uses \$3 million of interest earnings for additional needs while maintaining a healthy contingency for the remainder of the program.

In addition, the new allocation will provide the required funding for capital improvement priorities including the Commissary and Cavalry renovations, and Phase I of the Athletic Zone.

A motion was made by Mr. Gonzalez to approve the funding allocation for construction projects as presented. The motion was seconded by Dr. Robles and carried unanimously. *Exhibit "C"*

**Consideration and possible action on
purchase of furniture through a contract with Workplace Resource
for the Classroom Building and the New Library**

Mr. Gonzalez reported that the next item discussed was the furniture purchase for the Classroom Building and the New Library through a contract with Workplace Resource. By using Workplace Resource as part of the contract with UT System and state wide procurement pools, TSC will be able to save on interior design fees. By standardizing the types of furniture used throughout the projects, additional savings have been realized. Mr. Gonzalez reported that the proposal for the Classroom Building will furnish ten faculty offices, five classrooms, and study areas at a cost of \$260,211.62. The proposal for the New Library will furnish the computer labs, all stacks, 16 study rooms, three conference rooms, and administrative offices as well as the furniture for the Distance Education Department and the Learning Resource Center, at a cost of \$879,858.

A motion was made by Mr. Gonzalez to award the purchase contract to furnish the Classroom Building in the amount of \$260,211.62, and the New Library in the amount of \$ 879,858, to Workplace Resource and authorize the Assistant Vice President for Planning and Construction to execute the contract. The motion was seconded by Mr. Torres and carried unanimously. *Exhibit "D"*

**Consideration and possible action
on approval of Library Mural Design**

Mr. Gonzalez reported that the next item discussed was the Library mural design. He reported that plans for the new Library specified a mural to be displayed on the façade above the entrance. The building was structurally designed for a tile surface that would cover the second and third floor areas of the façade to accentuate the entrance from University Blvd. The proposed design was presented to the committee in October 2008. The committee agreed that the mural would be presented for action at the November Board meeting. Mr. Gonzalez called on Dr. Jose Martin, Provost, to provide an overview of the proposed design of the mural.

Mr. Gonzalez further reported that after much deliberation the Physical Facilities Committee reached a consensus on artistic modifications to the design. The modifications include changes to the landscape to more accurately reflect our region, as well as modification of the fire element. In addition, all titles and headings are to be revised and modified for accuracy.

A motion was made by Mr. Gonzalez to approve the Library Mural Design as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "E"

10. Student Affairs Partnership Committee

Chairman Oliveira called on Mr. Torres to make the report. Mr. Torres reported that Dr. Vince Solis provided an overview of the programs available to over 330 student housing residents. He noted that housing is at capacity. Monthly rents are \$315 and the auxiliary enterprise is operating within budget, but it has little in surplus revenue. Mr. Torres added that there was an unexpected expense of \$75,000 as a result of Hurricane Dolly. Mr. Torres noted an important issue of discussion was the student resident rental rate compared to other UT campuses, which was averaging at \$450 per month. He further noted that the Trammel Crow project will open in fall 2009 with a rental rate of \$525 per month. Mr. Torres concluded by stating that because of the maintenance situation, student housing personnel should seek input on raising the current rental rates in an effort to increase revenues and meet the needs of campus housing.

11. Fourth Quarter Financial Statements and Investment Report

Melba Sanchez, Assistant Vice President for Finance, provided a brief report on the 4th Quarter Financial Statements and Investment Report for FY 2007. No action was taken.

12. Construction Report

Dr. Pearson reported the following:

- Renovations at the Newman Center are progressing. The framing, sheetrock, and electric wiring are currently being installed.
- The Garden of Memory Xeriscape Park renovation is completed with seating walls and landscaping visible from International Blvd. The renovation was made possible by partnering with the City of Brownsville and Cameron County.
- Work on the Commissary Building is progressing. The 2nd floor windows are being repaired and the old bars are being restored. On the 3rd floor, the angled beams are being accentuated, and the air conditioning ducts have been installed.

- Approximately 400 six-foot Sabal palm trees are being planted along the Fort Brown Resaca and along University Blvd. The palm trees were a donation by Lloyd Horn.
- The Commandant's Quarter's is nearing completion with the help of Larry Lof. The building has been painted gray, the standard color used in the 1800's. Some old beams have been used to create into wood molding for accentuating the inside structure.

Ms. Mendez reported the following:

- The ITECC's main entrance is completed with arches reminiscent of Gorgas Hall, and the faculty will be ready for move-in within two weeks.
- Work on the REK Center is progressing and nearing completion. The wood flooring in the gym and court areas will soon be installed, and the running track on the second floor, doors, windows, and overhead are nearing completion. The pool's rear bar is almost complete and the pool cavity should be ready for concrete pouring shortly.
- Although rain has delayed the progress at the Center of Early Childhood Studies, the underground utility wiring has been installed and ready for the concrete foundation. The casitas will be ready for roofing in two weeks.
- At the New Library, the brick siding is installed. The walls and windows facing the resaca are nearing completion. Electrical work continues.
- The roofing on the Classroom Building is 99% complete. The flooring is being installed and the Dean's Suite is nearing completion. The outside brick has been installed on the east and west side walls.
- The installation of the steel at The Arts Center has been installed successfully completed, a major accomplishment considering there are no straight walls in the building.

13. President's Report

No report was presented.

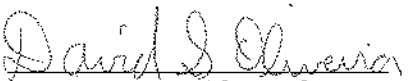
Proposed Meeting Dates

Tuesday, December 16, 2008
Tuesday, January 13, 2009
Thursday, February 19, 2009
Thursday, March 26, 2009
Thursday, April 23, 2009
Thursday, May 21, 2009

Partnership Advisor Committee
Friday, December 12, 2008

Adjournment

The meeting was adjourned by Chairman Oliveira at 9:08 p.m.



David G. Oliveira
Chairman, Board of Trustees



Roberto Robles, M. D.
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on November 20, 2008 is on file at the District Office of the Texas Southmost College District. The master tape is on file at the UTB/TSC Media center. These minutes were taken and transcribed by Gloria Miranda, 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.