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Lily F. Tercero, Ph.D.

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

February 18, 2016

The Board of Trustees of the Texas Southmost College District convened in open session on February 18, 2016, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board members present were Francisco G. Rendon, Chair; Trey Mendez, Vice Chair; Ed Rivera, Secretary; Dr. Reynaldo García; Adela G. Garza; and Art Rendon. 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 5:31 p.m.

2. Speakers to Agenda Items and Public Discussion

There were no speakers.

3. Mission Statement

Chairman Rendon read the mission and role and scope for Texas Southmost College District as follows:

Mission:

Transforming our communities through innovative learning opportunities.

Role and Scope:

Texas Southmost College's mission is guided by our commitment to provide:

- University transfer, career, and technical programs leading to an associate degree or certificate along with courses specializing in college preparatory and developmental education, workforce training, adult literacy, and continuing

education to support the evolving needs of citizens, industry, and economic development initiatives within Cameron and Willacy Counties.

- High-quality instruction and learning opportunities in the classroom, online, and through other delivery methods; a supportive and innovative faculty and staff; appropriate technology, equipment, and learning resources; and advising and assessment services to promote transfer to a four-year baccalaureate institution, entry or advancement in the workforce, or lifelong learning.
- A learning-centered, service-oriented environment that celebrates diversity and inclusion; facilitates growth and development; fosters social responsibility, critical thinking, communication, and innovation; and empowers and engages students, faculty and staff to achieve personal and professional goals.
- Institutional effectiveness that embraces individual accountability, data-informed decision making, change, and an unending pursuit of excellence.

4. Presentation on Computer Information Systems/Computer Web Development Program

Chairman Rendon called on Dr. Tercero to present the item. Dr. Tercero stated that a presentation was to be presented by the Computer Information Systems/Computer Web Development Program. She introduced Mr. Donald Crouse, Dean of Humanities to make the presentation. Mr. Crouse gave an overview of the Computer Information Systems/Computer Web Development Program along with, Mrs. Blanca Lozano and Mr. Jaime Rodriguez, faculty members. TSC students Mr. James Fortiscue, Ms. Helen Planty, and Ms. Erika Santillan gave testimonials on the program. *Exhibit "A"*

5. President's Report

Chairman Rendon called on Dr. Tercero to give the report. Dr. Tercero announced new hires: Jonathan Baker, Instructor, CPS English; Carlos Hernandez, Grounds Maintenance Worker, Facilities and Physical Plant; Gerardo Mascorro, HVAC Supervisor, Facilities and Physical Plant; Bertha Orive, Senior Accountant, Business Services; Diana Orozco, Administration Assistant, Institutional Planning, Research and Effectiveness. She announced employees with new positions: Frank Morris, Audio-Visual Production Manager and Lauro Pena, Inventory Supervisor, Business Services.

Dr. Tercero gave an update on the schedule for the facilities master plan that was collaborated with Munoz and Company. She said the process will begin in March and will be finished by the summer.

Dr. Tercero gave an update on Grant Activity. Dr. Tercero stated that TSC is a member of the Consortium of secondary and higher education institutions as well as some local workforce partners that received an \$800,000 grant from Educate Texas. She said the fiscal agent is South Texas College and TSC is a member of this group, which will allow for the redesign of gateway courses in the Science, Technology, Engineering and Mathematics area along with providing some funds for development of faculty in the teaching and learning aspect.

Dr. Tercero stated that TSC received a Texas Workforce Commission grant for \$27,000 through the Governor's summer merit program. It will allow the faculty members, Martha Casquete, Instructor, Physics and Dr. Apolinar Zapata, Instructor, Mathematics, to host a one week summer program for girls enrolled in the 10th - 11th grades within our local high schools who are interested in the sciences.

She also stated that TSC received a Texas Success Career Pathways Project grant for \$96,000. This grant is to strengthen the existing pathways for high school students to earn dual credit either in a certificate or degree program in a high demand career and technical target occupation. She said only twelve community colleges would be receiving this grant and TSC was one of the twelve. She thanked Ms. Prisci Tipton, Grants Development and Administration; Dr. Marti Flores, Vice President of Instruction and the others that assisted with the grant application.

She said that TSC has received more funds from the Carl D. Perkins grant. She stated there have been two allocations of over \$58,000. She reported that since fall 2013 TSC has received almost \$800,000 in Carl D. Perkins grant funding.

Dr. Tercero called on Mr. Edgar Chrnko Salas, Director Marketing and Community Relations to make the announcement. Mr. Chrnko Salas announced that TSC was nominated and is the winner for this year's Educational Category for the Brownsville Herald 2015 Readers' Choice Awards. TSC was chosen as the "favorite college/university."

Dr. Tercero also announced that TSC will have a float and participate in the 2016 Charro Days parade.

She stated that she attended session regarding the Restore Act Overview and Grant Application Workshop that was hosted by our Congressman Filemon Vela along with the Texas Commission of Environmental Quality. She said it was an informative workshop and while most of the funding is geared toward coastal restoration, there may be a possible opportunity for educational institutions.

6. Consideration and Approval of Minutes of Previous Meetings

Consideration and Approval of Minutes of the Regular Meeting of January 21, 2016

A motion was made by Mr. A. Rendon to approve the Minutes of the Regular Meeting of January 21, 2016, as presented. The motion was seconded by Dr. García and carried unanimously.

A motion was made by Mr. Mendez to modify Dr. García's vote on item 15, page 9, on the Minutes of January 21, 2016 from nay to abstained. The motion was seconded by Dr. García and carried unanimously.

7. Consideration and Approval of Notice and Order of Election

Consideration and Approval of the Notice and Order of Election

Chairman Rendon called on Mr. Chrnko Salas to present the item. Mr. Chrnko Salas stated that as per the Election Code, political subdivisions are required to publish a notice and order of election on or before the 21st day before the election. For the May 7, 2016 election, this date would be on or before Saturday, April 16, 2016. The notice and order includes the type and date of election; the location of each polling place; hours the polls are open; location of each early voting place; dates and hours for early voting; and the early voting clerk's mailing address. As per the Election Contract with the Cameron County Elections Administrator, the notice and order proposes 20 polling locations for General Election Day and 7 early voting sites.

The notice and order will be published in the Brownville Herald, Los Fresnos News, Port Isabel – South Padre Island Press, and the San Benito News on or before Saturday, April 16, 2016. The notice will be published in English and Spanish as required by law.

A motion was made by Mr. Hinojosa to approve the Notice and Order of Election, as presented. The motion was seconded by Mr. Rivera and carried unanimously. *Exhibit "B"*

8. Consideration and Approval to Purchase an Auto Pulling System for the Auto Body Program

Consideration and Approval to Purchase an Auto Pulling System for the Auto Body Program

Chairman Rendon called on Dr. Tercero to make the introduction. Dr. Tercero stated that Carlos Pecero and faculty members were present to provide details; however, she did state that this purchase will be through the Carl D. Perkins Grant. Dr. Tercero introduced Mr. Carlos Pecero, Controller, to provide additional information. Mr. Pecero stated that TSC conducted an invitation to bid process for the purchase of an Auto Pulling System for the Auto Body Program. Bid proposals

were received from O'Reilly Auto Parts, Springfield, Missouri, and Burton Companies, Weslaco, Texas.

He stated that after careful evaluation and analysis of bid proposals received, TSC has identified the bid submitted by O'Reilly Auto Parts as the best value option for the purchase of the Auto Pulling System for \$45,523. Faculty members from the TSC Health Care, Career and Technical Education division have reviewed all technical aspects of mentioned bid and confirmed that this equipment and its components meet departmental requirements.

The purchase of this Auto Pulling System will serve students under the TSC Auto Body Program and will increase existing program capabilities by allowing students to experience the use of equipment that is used by industry.

A motion was made by Mr. Rivera to Approve the proposal from O'Reilly Auto Parts to purchase the Auto Pulling System as described in the total amount of \$45,523 and authorize the President to execute the contract. The motion was seconded by Mr. Mendez and carried unanimously. Exhibit "C"

9. Report on Texas Southmost College Deferred Maintenance

Chairman Rendon called on Dr. Tercero to present the item. She stated as requested at the January 21, 2016 regular Board meeting, staff has included in the board packets the College's project plan for fiscal year 2015-2016 as developed by staff for the fiscal year. Dr. Tercero introduced Mr. Antonio Guevara, Director of Facilities and Physical Plant, to present the item. Mr. Guevara gave an overview of the College's Facilities Project Plan for fiscal year 2016 relating to HVAC, roofing, paving, lighting and miscellaneous projects. *Exhibit "D"*

10. Consideration and Approval to Enter into an Agreement with Charro Days, Inc. to hold the Charro Days Carnival at the International Technology, Education and Commerce Center (ITECC)

Consideration and Approval to Enter into an Agreement with Charro Days, Inc. to hold the Charro Days Carnival at the International Technology, Education and Commerce Center (ITECC)

Chairman Rendon called on Dr. Tercero to present the item. Dr. Tercero stated that each year, over a two-week period, a carnival is held as part of Charro Days. She said according to the information received by the College, the carnival will be held from February 23 – March 5th in 2017. This item is to seek the Board's consideration for a request to hold the carnival at the ITEC Center. Dr. Tercero stated that there are two items to consider: students attending classes at ITECC

and ensuring they are not negatively impacted and the added expenses of security, maintenance, and custodial services. Mr. Rendon called on Mr. E.J. Martinez, Charro Days, Inc., President, to give a further explanation.

A motion was made by Mr. Hinojosa to Approval to Enter into an Agreement with Charro Days, Inc. to hold the Charro Days Carnival at the International Technology, Education and Commerce Center (ITECC) and authorize the President to execute the contract for five years and one year renewals and use the proceeds to establish the Charro Days Incorporation Endowed Scholarship. The motion was seconded by Mr. A. Rendon and carried unanimously. Exhibit "E"

11. Consideration and Approval to Enter into an Agreement with Charro Days, Inc. for TSC to Provide Facility Spaces for Specific Charro Days Events

Consideration and Approval to Enter into an Agreement with Charro Days, Inc. for TSC to Provide Facility Spaces for Specific Charro Days Events

Chairman Rendon called on Dr. Tercero to present the item. Dr. Tercero stated that this item is a request for the use of the Jacob Brown Auditorium for the "Noche Mexicana" and the "Charro Days Fiesta Costume Ball" that are held during Charro Days. She said these events will be held February 23, 2017 and February 25, 2017. Mr. Rendon called on Mr. Martinez to further explain. Mr. Martinez provided details on the events and also asked that the Board consider including "Fiesta Night."

A motion was made by Mrs. Garza to Enter into an Agreement with Charro Days, Inc. for TSC to Provide a Facility for Fiesta Night, Noche Mexicana, and the Charro Days Fiesta Costume Ball events and Authorize the President to execute the agreement. The motion was seconded by Mr. Mendez and carried unanimously. Exhibit "F"

12. Executive Session as provided by Government Code, Chapter 551.071 and 551.072.

The Board convened in Executive Session at 6:59 p.m.

The Board reconvened in Regular Session at 7:27 p.m.

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

**Consultation with Attorney on
Pending or Contemplated Litigation, Section
551.071, Texas Government Code.**

No action was taken.

**Consultation with Attorney on
Pending Real Estate Issues, Section
551.072, Texas Government Code.**

No action was taken.

14. Proposed Meeting Dates

Thursday, March 31, 2016
Regular Board Meeting
Thursday, April 21, 2016
Regular Board Meeting

Adjournment

The meeting was adjourned by Chairman Rendon at 7:28 p.m.



Mr. Francisco G. Rendon
Chairman, Board of Trustees



Mr. Ed Rivera
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on February 18, 2016, is on file at the District Office of the Texas Southmost College District. The master tape is on file at TSC Media Services. These minutes were taken and transcribed by Max E. Roca, Senior 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.