



Board of Trustees

Adela G. Garza
Chair

Trey Mendez, J.D.
Vice Chair

Ruben Herrera, J.D.
Secretary

Reynaldo García, DDS
Art Rendon

Tony Zavaleta, Ph.D.
Ruben Gallegos, Ph.D.

TSC President

Jesus Roberto Rodriguez, Ph.D.

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

March 22, 2018

The Board of Trustees of the Texas Southmost College District convened in open session on March 22, 2018, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board Members present were Ms. Adela Garza, Chair; Mr. Trey Mendez, Vice Chair; Mr. Ruben Herrera, Secretary; and Dr. Reynaldo García. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College. Board members absent were Dr. Antonio Zavaleta, Dr. Ruben Gallegos and Mr. Art Rendon.

1. Call to Order

The meeting was called to order by Chair Adela Garza, at 5:33 p.m.

2. Pledges of Allegiance

Dr. Joanna Kile, Vice President of Instruction, led the United States Pledge of Allegiance and the Texas Pledge of Allegiance.

3. Public Comment

Ms. Traci Wickett, President and CEO of United Way of Southern Cameron County, addressed the board regarding the different ways in which United Way and Texas Southmost College partner to benefit students and the community, including the All In Internship Program, the Volunteer Income Tax Assistance program, early childhood projects, etc. Ms. Wickett also mentioned that President Rodriguez has been invited to participate at an upcoming event involving the Chan Zuckerberg and the Rockefeller Foundations.

4. **Consideration and Approval of the Minutes of the Regular Meeting of February 8, 2018**

**Consideration and possible action on
the Minutes of the Regular Meeting of February 8, 2018**

A motion was made by Mr. Herrera to Approve the Minutes of the Regular Meeting of February 8, 2018, as presented. The motion was seconded by Mr. Mendez and carried unanimously.

5. **President's Report**

Mrs. Garza called on President Rodríguez to give the report. Dr. Rodríguez reported on the following items:

- Dr. Joseph H. Fleishman, has joined TSC as the new Associate Vice President for Workforce Training. Dr. Fleishman holds a doctoral and master's degree in educational leadership from Northern Arizona University. He comes to TSC from SOWELA Technical Community College in Lake Charles, Louisiana, where he was the Vice Chancellor for Economic and Workforce Development.
- Dr. Karen White-Goyzueta, is the new Director of Curriculum and Assessment. Dr. White-Goyzueta holds a doctorate degree in organizational leadership with an emphasis in higher education from Grand Canyon University and a master's of science degree in industrial organizational psychology from the University of Central Florida. She comes to TSC from Florida Technical College in Orlando, Florida, where she was the Vice President of Career Services.
- **Charro Days.** Texas Southmost College participated in, hosted, and sponsored over a dozen events during Charro Days, from February 18 through March 4. Overall, TSC's participation in this year's Charro Days was a resounding success. TSC was highly visible and involved in the community throughout Charro Days.
- **Texas Workforce Commission (TWC) Labor Boot Tour.** Texas Southmost College will host Julian Alvarez, Texas Workforce Commissioner Representing Labor, as he embarks on his "Labor Boot Tour." Representatives from the following TWC Programs/Offices will also be in attendance: Skills Development Fund (SDF), Jobs and Education for Texans (JET), Adult Education Literacy (AEL), Vocational Rehabilitation Services and Apprenticeship. The event will take place at the TSC Performing Arts Center Lobby on Monday, April 9, from 8:30 a.m. to 11:00 a.m.
- **TWC Check Presentation.** Following the Labor Boot Tour, TWC will have a check presentation of the grant awarded to TSC to train approximately 196 employees from CK Technologies. The check presentation will take place at the TSC Performing Arts Center Lobby on April 9 at 11:30 a.m.

- **2018 Association of American Colleges and Universities (AAC&U) Institute on General Education and Assessment.** TSC has been selected to participate in the 2018 AAC&U Institute on General Education and Assessment. Attending the Institute will assist TSC in adapting to the rapidly changing composition and circumstances of the students and faculty, expanding cultural understandings, organizational constructs, digital creativity, and pedagogical approaches in order to create learning environments that meet the needs and support success for the students. Admission to the Institute is competitive and limited, and for TSC to be selected is a great honor. Dr. Rodriguez thanked Dr. Joanna Kile, Dr. Angelica Fuentes and Dr. Deborah Huerta for preparing and submitting the application.
- **Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Update.** On March 5, TSC received SACSCOC approval to offer 50% or more credits via electronic distance learning. This approval allows TSC to offer full programs online. In addition, TSC received approval to offer 50% or more credits at the following high schools: Harlingen High School, Harlingen South High School, Porter Early College High School and Los Fresnos High School. All five substantive change approvals for these high schools and online program became effective March 16, 2018. Dr. Rodriguez thanked Dr. Joanna Kile, Mr. Donald Crouse, and the Instructional Team for their efforts.

On April 30 through May 2, a SACSCOC On-Site Committee will visit Texas Southmost College and Brownsville Independent School District (BISD) High Schools based on separate substantive change submissions TSC submitted to SACSCOC. This visit is required when an institution that has been accredited by SACSCOC for less than ten years initiates the addition of an off-campus location, such as the high schools, at which a student can earn more than 50% of the credit toward an educational program.

- Dr. Rodríguez next presented a video highlighting the following activities:
 - Join A Club Day at the Gazebos
 - Wellness Wednesday at the Recreation Center
 - Guest Author Maria Delgado at Tandy
 - Guest Author: Rudy H. Garcia at Tandy
 - Julius Collins Cajun Night Fundraiser at the Gladys Porter Zoo
 - Dr. Rodriguez, BISD Principal for a Day at Hanna Early College High School
 - BISD Principal for a Day Luncheon at the Ambassador Event Center
 - European American Investment Council Visit at the TSC Gold Hall
 - Pop-up Valentine's Day at the Gazebos
 - Executive Meeting with Tamaulipas Secretary of Education at the Regiment House
 - Congressional Financial Education Summit at the TSC Performing Arts Center
 - Charro Days Parades
 - Charro Days Costume Ball at the Jacob Brown Auditorium

- **Faculty Recognition.** Dr. Rodriguez recognized Dr. Consuelo Villalon, Program Director for Medical Laboratory Technology, for her outstanding contribution to the College. Dr. Villalon's article titled "Influence of Instructor's Attitudes, Gender, and Technology Training When Implementing Blended Learning" was published in the *National Teacher Education Journal*.

6. Academic Subcommittee Report

Mrs. Garza called on Mr. Herrera to give the report. Mr. Herrera stated that the Academic Subcommittee met on February 28 and discussed the following items:

Status Update on the Associate Degree Nursing (ADN) Program

Mr. Herrera called on Dr. Joanna Kile, Vice President of Instruction, to present the item. Dr. Kile then introduced Mr. Scott Nelson, Acting Dean of Health Professions, and Ms. Mary Kasprisin. Mr. Nelson stated that the anticipated opening date for the ADN program is August 2019. Ms. Kasprisin mentioned that TSC is in phase two of the program development in which data and surveys need to be completed.

Consideration and possible action on the Agreement with the Education to Go to Offer Online Courses

Dr. Kile stated that Education to Go (ed2go) provides online continuing education courses. These courses, which are not for credit, allow students to improve their knowledge and skills in different areas. Dr. Kile added that there are currently over 2,100 institutions that use ed2go. Under the proposed agreement, TSC will select the courses that will be offered and decide the cost of each course and ed2go will provide the content and platform for the courses.

A motion was made by Mr. Herrera to approve the selection of Education to Go to offer online courses, and authorize Dr. Rodriguez to execute the agreement, as presented. The motion was seconded by Mr. Mendez and carried unanimously.

Consideration and possible action on a Memorandum of Understanding between the Cameron County District Attorney's Office and Texas Southmost College

Mr. Herrera called on Mr. Mike Shannon, Vice President of Student Services, to present the item. Mr. Shannon called on Mr. Armando Ponce, Executive Director of Student Life, to explain the Memorandum of Understanding (MOU) and answer any questions the board may have. Mr. Ponce explained that the MOU is a partnership between the District Attorney's Office and TSC to provide a space on our campus for a representative from the District Attorney's Office. The representative will inform and educate the students about domestic violence, cyber stalking, etc. The District Attorney's Office will provide information and services directly to students.

A motion was made by Mr. Herrera to approve the memorandum of understanding between the Cameron County District Attorney's Office and Texas Southmost College and authorize Dr. Rodriguez to execute the MOU, as presented. The motion was seconded by Dr. García and carried unanimously

**Consideration and possible action on proposal submission
to the Institute for Mexicans Abroad (IME) and the Mexican Consulate
in Brownsville for the IME-Becas 2018 Scholarship Program**

Mr. Herrera called on Ms. Melinda Rodriguez, Vice President of Institutional Advancement and Community Relations, to present the item. Ms. Rodriguez stated that the proposal was submitted on March 9, 2018, and that TSC is in the process of receiving the award. TSC has previously been awarded two IME-Becas awards.

Mr. Herrera stated that this is for information purposes only and there is no action required.

**Consideration and possible action on
a Memorandum of Understanding between Texas
Southmost College and the United Way of Southern Cameron
County for the All In Internship Program**

Ms. Rodriguez stated that the MOU in the amount of \$99,979 is to continue the All In Internship Program at TSC. The program will connect approximately 40 college students to paid internship opportunities with meaningful work assignments and with a learning component related to the students' academic major.

A motion was made by Mr. Herrera to approve the amended Memorandum of Understanding with the United Way of Southern Cameron County for the All In Internship Program and authorize President Rodriguez to execute the MOU, as presented. The motion was seconded by Dr. García and carried unanimously.

7. Facilities Subcommittee Report

Mrs. Garza called on Mr. Mendez to give the report. Mr. Mendez stated that the Facilities Subcommittee met on February 27 and discussed the following:

**Consideration and possible action on
award of contract to Amtech Solutions for
Building Envelope A/E Services – Phase 2**

Mr. Mendez called on Mr. Santos Alarcon, Vice President of Finance and Administration to present the item. Mr. Alarcon introduced Mr. Antonio Guevara, Executive Director of Facilities and Physical Plant. Mr. Guevara stated that the scope of the project includes the designs, specifications, and construction administration to repair and/or replace roofs on

the following buildings: Oliveira Student Services Center, Raul Guerra ECC, Fort Brown Memorial Center – Lower Wings, Cavalry, Cortez Hall, Bookstore, Garza Gym, Music, and Science Engineering and Technology (SETB) Buildings.

A motion was made by Mr. Mendez to approve the proposal from Amtech Solutions to provide Building Envelope Consulting Services in the amount equal to 8.375% of the approved final construction contract amount and authorize President Rodriguez to execute the contract, as presented. The motion was seconded by Mr. Herrera and carried unanimously.

8. Budget/Finance Subcommittee Report

Mrs. Garza called on Mr. Herrera to give the report. Mr. Herrera stated that the Budget/Finance Subcommittee met on February 28 and discussed the following items:

Consideration and possible action on the Interlocal Agreement with South Texas College in support of the Texas Workforce Commission Skills Development Fund Grant Activities

Mr. Herrera called on Ms. Melinda Rodriguez to present the item. Ms. Rodriguez stated that Texas Southmost College has been awarded a grant to train approximately 196 CK Technologies employees. This Interlocal Agreement is between TSC and South Texas College (STC) and outlines the provisions around the trainings that STC will deliver under this grant.

A motion was made by Mr. Herrera to approve the Interlocal Agreement with South Texas College and authorize President Rodriguez to execute the contract, as presented. The motion was seconded by Dr. García and carried unanimously.

Consideration and possible action on the Memorandum of Understanding between CK Technologies, LLC and Texas Southmost College for the Skills Development Fund Grant

Ms. Rodriguez stated that TSC plans to deliver approximately 12,098 hours of customized training in 12 months with an average cost per trainee of \$1,975. This MOU is between TSC and CK Technologies and outlines the provisions around the trainings that TSC will deliver and the commitment of employees to train by CK Technologies.

A motion was made by Mr. Herrera to approve the Memorandum of Understanding between CK Technologies, LLC and Texas Southmost College for the Skills Development Fund grant and to authorize President Rodriguez to execute the MOU, as presented. The motion was seconded by Mr. Mendez and carried unanimously.

**Consideration and possible action on
the purchase of Air Conditioning Central Units for
Heating, Ventilation, Air Conditioning, and Refrigeration Program**

Mr. Ruben De La Rosa, HVAC Instructor, explained that this equipment is needed to provide students with hands-on experiences on installing, repairing, and troubleshooting residential a/c central units. He stated that the purchase of the Coleman model would allow him to train students on other models than what is currently available and increase the students' marketability.

A motion was made by Mr. Herrera to approve the purchase of Air Conditioning Units for the Heating, Ventilation, Air Conditioning, and Refrigeration Program from Johnstone Supply in the amount of \$35,467.21, as presented. The motion was seconded by Dr. García and carried unanimously.

**Consideration and possible action
on Budget Amendment 18-001 for Fiscal Year 2018**

Dr. Rodriguez explained that funding for the proposed Budget Amendment 18-001 will come out of the Unrestricted Fund and will not affect the Operating Budget for the current fiscal year. Mr. Carlos Pecero, Controller, explained that the budget amendment request in the amount of \$2,215,000 is to allocate funding for the following projects: FBMC curtains, cooling towers repairs, SPI property purchase, campus wide video surveillance system, and roofing projects.

A motion was made by Mr. Herrera to approve Budget Amendment 18-001 for Fiscal Year 2018, as presented. The motion was seconded by Mr. Mendez and carried unanimously.

**Report on the Monthly Financial Statement
for the Month Ending January 31, 2018**

Mr. Herrera called on Mr. Alarcon to make the report. Mr. Alarcon called on Mr. Pecero to provide an overview of the budget to actuals report from January 1, 2018 through January 31, 2018. There were inconsistencies in some of the dates and dollar amounts read by Mr. Pecero; therefore, the item was tabled.

A motion was made by Mr. Herrera to table the monthly financial statement for the month ending January 31, 2018. The motion was seconded by Mr. Mendez and carried unanimously.

**Report on the Annual Investment Report for
Texas Southmost College District for FY Ending August 31, 2017**

Mr. Herrera called on Mr. Santos Alarcon, Vice President for Finance and Administration, to give the report. Mr. Alarcon gave a brief overview regarding the

Annual Investment Report for the fiscal year ending August 31, 2017. He stated that the report is prepared in accordance with the Public Funds Investment Act. The item was for informational purposes only and no action was taken.

9. Executive Session

The Board convened in Executive Session at 6:50 p.m.

The Board reconvened in Regular Session at 8:34 p.m.

10. Action on Executive Session Matters

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

A motion was made by Mr. Mendez to authorize Counsel to enter into settlement negotiations on the Flores Investments, Inc. vs Texas Southmost College lawsuit within the parameters discussed in executive session. The motion was seconded by Mr. Herrera and carried unanimously.

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

A motion was made by Mr. Mendez to authorize the President to move forward on the appraisal for Port Mansfield property to determine market value. The motion was seconded by Mr. Herrera and carried unanimously.

**Deliberation on Personnel Matters,
Section 551.074, Texas Government Code**

A motion was made by Dr. Garcia to approve the Administrative and Professional – Exempt and Information Technology – Non-Exempt Salary Schedule provided to the Board by President Rodriguez during Executive Session. The motion was seconded by Mr. Mendez and carried unanimously.

11. Consideration and possible action on contract with Dynamic Campus Solutions

A motion was made by Mr. Herrera to table the item. The motion was seconded by Mr. Mendez and carried unanimously.

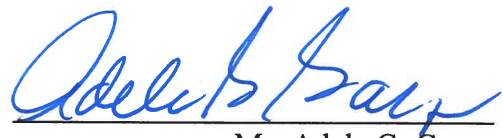
12. Proposed Meeting Dates

Thursday, April 19, 2018
Regular Board Meeting

Wednesday, May 16, 2018
Regular Board Meeting

Adjournment

The meeting was adjourned by Chair, Mrs. Garza at 8:36 p.m.



Ms. Adela G. Garza
Chair, Board of Trustees



Ruben Herrera, J.D.
Secretary, Board of Trustees