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Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

April 19, 2018

The Board of Trustees of the Texas Southmost College District convened in open session on April 19, 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; Dr. Ruben Gallegos, Dr. Reynaldo García, Mr. Art Rendon, and Dr. Tony Zavaleta. Also present was Dr. Jesus Roberto Rodríguez, President of Texas Southmost College. Absent was Mr. Ruben Herrera, Secretary.

1. Call to Order

The meeting was called to order by Chair, Ms. Adela Garza, at 5:31 p.m.

2. Pledges of Allegiance

Dr. Tony Zavaleta led the United States Pledge of Allegiance and the Texas Pledge of Allegiance.

3. Public Comment

Mr. Joseph Hasse, a TSC Student, voiced his concerns regarding bus transportation between the International Technology, Education and Commerce Center (ITECC) and the Fort Brown campus. He would like TSC to provide transportation for students who have classes at both locations.

4. Consideration and Approval of the Minutes of the Regular Meeting of March 22, 2018 and the Special Meeting of March 28, 2018.

**Consideration and Approval of the
Minutes of the Regular Meeting of March 22, 2018
and the Special Meeting of March 28, 2018**

A motion was made by Mr. Mendez to Approve the Minutes of the Regular Meeting of March 22, 2018 and the Special Meeting of March 28, 2018. The motion was seconded by Dr. Zavaleta and carried unanimously.

5. President's Report

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

- **Dual Enrollment Summer Registration.** On April 10, 11 and 12, Dual Enrollment staff and Student Services staff enrolled 596 students from Brownsville Independent School District (BISD) for summer dual enrollment courses. This constitutes a 51% increase over last summer and TSC still has Harlingen and Los Fresnos CISD students to enroll.
- **Upcoming Events.** Dr. Rodriguez updated the Board regarding the following upcoming events:
 - The Texas Workforce Commission (TWC) will be holding a Regional Stakeholders Meeting on April 27th, from 1:00 p.m. to 4:00 p.m. at the McAllen Chamber of Commerce. This will be one of four meetings that will be held around the state with all of the TWC Commissioners. President Rodriguez has been invited to represent TSC in a panel discussion regarding education and employer partnerships.
 - The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) On-Site Committee will be visiting Texas Southmost College April 30 through May 2. This visit will be occurring because of a substantive change proposal TSC submitted to SACSCOC, requesting to teach more than 50% of the credit toward educational programs at five BISD high school locations. The Board of trustees are invited to join the visiting team for lunch on Monday, April 30, at 12:30 p.m. in the SET-B 3rd Floor Conference Room.
 - The TSC Employee Appreciation Picnic will be held on Friday, May 4, from 11:00 a.m. to 1:30 p.m. at the Gazebos.
 - Early Voting for Trustee places 6 and 7 will take place April 23 through May 1, with Election Day on May 5. The Fort Brown Memorial Center at TSC will be a polling place for early voting.
 - The 2nd Annual Mr. Amigo Mariachi Festival is scheduled for Saturday, May 5, from 7:00 p.m. to 9:00 p.m. at the Fort Brown Memorial Center Auditorium.

- The Spring 2018 Commencement is scheduled for May 12. TSC will have two ceremonies, one at 10:00 a.m. and the second at 2:00 p.m. Dr. Belle Wheelan, SACSCOC President, will be TSC keynote speaker for both ceremonies.
- **Student/Faculty Recognition.** TSC participated in the first Hispanic Engineering Science and Technology (HESTEC) GreenPower USA South Texas Electric Car Competition, held at the Brownsville South Padre Island International Airport on April 6-7. The Electric Car Competition is sponsored by the Gear-Up Program. Dr. Rodriguez presented a certificate of recognition for the three outstanding TSC students and their coach: Mr. Jeremiah Alcalá, Mr. Marco A. Martínez, Mr. Sergio Cisneros, and Dr. Apolinar Zapata, STEM Math Instructor. He also stated the team and their coach exhibited the car at a public showcase held at the Commemorative Air Force Museum and Hangar in Brownsville, Texas.
- Dr. Rodriguez next presented a video highlighting the following activities:
 - Law Enforcement Expo
 - Spring Break Kickoff Party
 - Spring Break Safety Conference
 - Dr. Seuss Festival
 - Servant Leadership & Volunteerism Workshop
 - World War II: A Soldier's Perspective
 - 3rd Annual BISD Migrant Send-Off
 - Bi-National 5k and 10k Run
 - TSC Easter Bunny at the Mall
 - Summer/Fall Registration Luau
 - Brownsville Fire Department and TSC Paramedic Academy Class #1 Pinning & Badge Ceremony
 - Early Childcare Annual Easter Celebration
 - KRGV Gear Up Filming
 - Respiratory Care Science Program Open House
 - Criminal Justice Institute Check Presentation to Russell Elementary
 - TSC-BISD Texas 21st Century Community Learning Centers Grant Focus Group
 - Guest Author Dr. Esperanza Zendejas
 - High School Conjunto Competition & Showcase
 - Copa del Valle Soccer Tournament
 - HESTEC Greenpower USA Electric Car Competition
 - Texas Two Step Labor Boot Tour
 - Texas Workforce Commission Skills Development Fund Check Presentation
 - BISD Summer School Registration

6. Academic Subcommittee Report

Mrs. Garza called on Dr. Zavaleta, to present the item. He stated that the Academic Subcommittee met on April 11, 2018 and discussed the following items:

**Consideration and possible action on the Texas
21st Century Community Learning Centers grant submission**

A motion was made by Dr. Zavaleta to approve the Memorandums of Understanding (MOU) with BISD schools and community of partners, and authorize President Rodriguez to execute the agreements. The motion was seconded by Dr. Gallegos and carried unanimously.

**Consideration and possible action on the
Data Sharing Agreement with Upswing International, Inc.**

A motion was made by Dr. Zavaleta to approve the Data Sharing Agreement with Upswing International, Inc., and authorize President Rodriguez to execute the agreement. The motion was seconded by Mr. Mendez and carried unanimously.

**Consideration and possible action on the
Memorandum of Understanding and Data Sharing
Agreement and the Industrial Scaffolding Committee**

A motion was made by Dr. Zavaleta to approve the MOU and Data Sharing Agreement with Industrial Scaffolding Committee, and authorize President Rodriguez to execute the agreements. The motion was seconded by Dr. Gallegos and carried unanimously.

**Consideration and possible action on Amendment #1 to the
Memorandum of Understanding (MOU) with Texas A&M University
pertaining to the Chevron Engineering Academy**

A motion was made by Dr. Zavaleta to approve Amendment #1 to the Memorandum of Understanding (MOU) with Texas A&M University pertaining to the Chevron Engineering Academy, and authorize President Rodriguez to execute the agreement. The motion was seconded by Dr. García and carried unanimously.

7. Budget/Finance Subcommittee Report

Mrs. Garza called on Dr. Zavaleta, to present the item. Dr. Zavaleta stated that the Budget/Finance Subcommittee met on April 11, 2018 and discussed the following items:

**Consideration and possible action on the Resolution
Granting Certain Tax Exemptions to Certain Historic
Sites Under the 2018 Preservation Plan**

Dr. Zavaleta stated that he will be abstaining from discussion on this item since he owns a property on the list; however, the information was included in the binders for the Board's consideration.

A motion was made by Dr. García to approve the Resolution Granting Certain Tax Exemptions to Certain Historic Sites Under the 2018 Preservation Plan. The motion was seconded by Dr. Gallegos. Dr. Zavaleta and Mr. Mendez abstained from the vote. The motion passed with four votes in favor and two abstentions.

**Consideration and possible action on the
proposal submission to Texas Workforce Commission for the
Jobs and Education for Texans Grant Program**

A motion was made by Dr. Zavaleta to approve the proposal submission to Texas Workforce Commission for the Jobs and Education for Texans Grant Program in the total amount of \$297,378 (\$282,509 amount requested + \$14,869 minimum amount of five-percent required cash matching funds). The motion was seconded by Dr. García and carried unanimously.

**Consideration and possible action on the selection of
vendor to award RFP 17-29 “Auditorium Stage Curtains”**

A motion was made by Dr. Zavaleta to approve the purchase and installation of stage and window curtains for the Jacob Brown Auditorium and Stillman Town Hall in the Amount of \$81,140 from Texas Scenic Company. The motion was seconded by Mr. Mendez and carried unanimously.

**Report on the Monthly Financial Statement
for the Month Ending February 28, 2018**

Dr. Zavaleta called on Mr. Carlos Pecero, Controller, to make the report. Mr. Pecero provided an overview of the budget to actuals report for the month ending February 28, 2018. The item was for informational purposes only and no action was taken.

Discussion on the Timeline for Adoption of FY19 Budget

Mr. Pecero stated that the staff met with President Rodriguez to develop a tentative calendar to help guide the FY2019 budget process. The calendar identifies specific milestones as well as the required meetings for adopting the FY2019 tax rate and annual budget. The item was for informational purposes only and no action was taken.

8. Facilities Subcommittee Report

Mrs. Garza called on Dr. Gallegos, to present the item. Dr. Gallegos stated that the Facilities Subcommittee met on April 12, 2018 and discussed the following item:

**Consideration and possible action on the selection of
an Energy Services Company (ESCO) to conduct an**

Investment Grade Utility Assessment

A motion was made by Dr. Gallegos to authorize President Rodriguez to enter into contract negotiations with E3 Entegral Solutions, Inc., for an Investment Grade Utility Assessment Report (UAR) of the TSC Campus.

Mr. Mendez asked Dr. Gallegos if he would amend the motion to cap the potential expense for the UAR to \$75,000.

The motion was amended by Dr. Gallegos to authorize President Rodriguez to enter into contract negotiations with E3 Entegral Solutions, Inc., for an Investment Grade Utility Assessment Report (UAR) of the TSC Campus for an amount not to exceed \$75,000. The motion was seconded by Mr. Mendez. Dr. Garcia and Mr. Rendon voted against. Dr. Zavaleta and Ms. Garza voted For. The Motion passed with four votes in favor and two votes Against.

9. Executive Session

The Board convened in Executive Session at 6:26 p.m.

The Board reconvened in Regular Session at 6:49 p.m.

10. Action on Executive Session Matters

**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.

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

No action was taken.

11. Proposed Meeting Dates

Wednesday, May 16, 2018
Regular Board Meeting

Thursday, June 21, 2018
Regular Board Meeting

Adjournment

The meeting was adjourned by Mrs. Garza at 6:50 p.m.



Ms. Adela G. Garza
Chair, Board of Trustees



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