



# 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 Special Meeting of the Board of Trustees

August 28, 2012

The Board of Trustees of the Texas Southmost College District convened in open session on August 28, 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; René Torres; Dr. Robert Lozano and Dr. Reynaldo García. Also present was Dr. Lily F. Tercero, President of Texas Southmost College. Board member absent was Ramon Hinojosa.

### **1. Call to Order**

The meeting was called to order by Chairman Rendon at 5:34 p.m.

### **2. Speakers to Agenda Items and Public Discussion**

There were no speakers.

### **3. Safety and Security Audit for UTB/TSC**

Chairman Rendon called on Mr. Chet Lewis, Vice President for Administration and Finance to introduce the presentation. Mr. Lewis reported that under Chapter 37 of the Texas Education Code (TEC) community college districts are required to conduct safety and security audits of district facilities at least once every three years. The TEC requires these reports to be submitted to both the board of trustees of the district, and to the Texas School Safety Center. UTB has to meet this requirement under a different part of the TEC and has completed the report for both institutions; therefore, Mr. Zeke Avila, Director of Environmental Health and Safety of UTB, presented the results of the report to the Board.

Mr. Avila reported that the Office of Risk Management conducted a review of UTB's Emergency Management Program. The intent of the review was to provide an overall assessment of emergency preparedness and planning efforts at UTB and TSC in order to stay in compliance with the TEC requirement. After their site visit to campus and review of the emergency response plan, the Office of Risk Management concluded that the plan seemed to serve its purpose adequately and gave the overall impression that the plan is comprehensive and effective. Mr. Avila reported that UTB/TSC is currently in compliance with Chapter 37 of the Texas Education Code.

#### **4. TSC District Budget for Fiscal Year 2012-2013**

##### **Consideration and Approval of Second Reading of the TSC District Budget for Fiscal Year 2012-2013**

Chairman Rendon called on Mr. Chet Lewis, Vice President of Administration and Finance, to present the item. Mr. Lewis reminded the Board that as part of the budget adoption process for the fiscal year 2012-2013, two readings of the budget are required. The fiscal year 2012-2013 budget that is presented to you this evening is based on the effective tax rate. As a reminder, the effective tax rate indicates that there will not be an increase in taxes for fiscal year 2012-2013.

**A motion was made by Mrs. Garza to approve the TSC District Budget for Fiscal Year 2012-2013 as presented. The motion was seconded by Mr. Mendez and carried unanimously. Exhibit "A"**

#### **5. TSC District Ad Valorem Tax Rate**

##### **Consideration and Approval of Adoption of the TSC District Ad Valorem Tax Rate**

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis reported that the District has taken the necessary steps toward adopting a tax rate for 2012 by calculating and publishing the effective and rollback tax rates, discussing the tax rate, identifying its needs for the upcoming fiscal year, and adopting a budget to meet those needs. The taxes necessary to cover those needs require the adoption of a maintenance and operation tax rate of \$0.101075 and a debt tax rate of \$0.061860 per \$100 valuation for a total tax rate of \$0.162935 per \$100 valuation. Mr. Lewis reported that if the effective tax rate being presented is adopted by the Board, it will not be necessary to hold public hearings.

**A motion was made by Dr. García to adopt a Maintenance and Operations Tax Rate of \$0.101075 and debt Tax Rate of \$0.061860 for a Total Tax Rate of \$0.162935 per \$100 of valuation as presented. The motion was seconded by Mr. Torres and carried unanimously. Exhibit "B"**

## **6. TSC Strategic Plan – Vision 2017**

### **Consideration and Approval of the TSC Strategic Plan – Vision 2017**

Chairman Rendon called on Dr. Lily Tercero, President to present the item. Dr. Tercero noted that some of the members of the TSC Strategic Planning Committee were in attendance at the meeting. Dr. Tercero presented the Strategic Planning Initiative and Calendar of Events, TSC's Strategic Planning Process, TSC's Strategic Planning Committee, and a Draft Strategic Plan for review and consideration by the Board of Trustees.

The Draft Strategic Plan included the following:

#### **Vision Statement**

Texas Southmost College will be a premier community college dedicated to student success.

#### **Mission Statement**

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-driven decision making, change, and an unending pursuit of excellence.

### **Values**

To successfully fulfill the vision and mission, Texas Southmost College is consciously committed to:

- ***Integrity*** by respecting the ideals of social responsibility, academic honesty, trustworthiness, personal ethics, and the courage to act.
- ***Access*** by reaching out to our diverse communities, expanding linkages with industry, and strengthening our partnerships with area ISDs and universities to create accessible and affordable educational pathways for our students, faculty and staff.
- ***Service*** by encouraging and recognizing collaboration, teamwork, compassion, and service to others.
- ***Excellence*** by providing relevant, high-quality educational experiences and a supportive learning environment to advance knowledge, to promote understanding and to achieve the academic and workforce potential of students, faculty and staff.
- ***Innovation*** by embracing emerging technologies to enhance and expand teaching, learning and service opportunities for students, faculty and staff.
- ***Success*** by empowering, engaging and educating students, faculty and staff to achieve their personal and professional aspirations for graduation, academic transfer, employment, and other educational goals.

### **Institutional Goals**

In response to the region's challenges and to achieve this vision and mission, TSC's institutional goals will revolve around four priorities between 2012 and 2017:

#### **I. Pathways**

Provide accessible, affordable, and flexible instructional delivery systems and dynamic curricula to all students, regardless of time or place, by enhancing career and technical programs that are responsive to the training needs of industry and a highly skilled workforce and by collaborating with internal and external stakeholders to improve college readiness, define outcomes, and promote multiple paths to student access, completion and success.

#### **II. Success**

Promote academic excellence and student learning through high-quality, learning-centered instruction and support services with a continuous focus on improving student learning outcomes that reflect the highest academic standards and that meet the needs of our communities and industry partners.

### **III. Community Engagement**

Establish mutually beneficial public, private and community-based partnerships to expand awareness, leverage resources, and promote services and programs of the College that meet the needs of the communities in which it serves.

### **IV. Institutional Effectiveness**

Enhance student success by focusing on continuous improvement that is grounded on

- o Evidence-based initiatives, strategies, and processes;
- o Student, faculty and staff engagement in teaching and learning outcomes;
- o Professional development;
- o An integrated systems approach to facilitate efficient use of college resources through fiscally sound practices; and
- o Collaboration with and service to the communities in which the College serves

Dr. Tercero reported that upon the approval of the Strategic Plan by the Board, the development and implementation of the institutional effectiveness process will be linked directly to TSC's Strategic Plan. Dr. Tercero also stated that once faculty and staff are hired within the next year, the strategies and annual action plans will be further defined.

**A motion was made by Dr. García to approve the TSC Strategic Plan Vision 2017 as presented. The motion was seconded by Dr. Lozano and carried unanimously. Exhibit "C"**

**7. Proposed Meeting Dates**

**Thursday, September 20, 2012**

**Adjournment**

The meeting was adjourned by Chairman Rendon at 6:30 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 Special Board of Trustees meeting held on August 28, 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.