



Board of Trustees

Francisco G. Rendon
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Adela G. Garza
Vice Chair

Trey Mendez, J.D.
Secretary

Robert A. Lozano, M.D., Ph.D.

Reynaldo García, DDS
René Torres

Ramon Champion Hinojosa

TSC President

Lily F. Tercero, Ph.D.

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

January 16, 2014

The Board of Trustees of the Texas Southmost College District convened in open session on January 16, 2014, 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; Dr. Reynaldo García, René Torres and Ramon Champion Hinojosa. Also present was Dr. Lily F. Tercero, President of Texas Southmost College. Absent was Trey Mendez, Secretary.

1. Call to Order

The meeting was called to order by Chairman Rendon at 5:44 p.m.

2. Announcements

Chairman Rendon called on Dr. Tercero to make the announcements. Dr. Tercero said there were no announcements.

3. Speakers to Agenda Items and Public Discussion

There were no speakers.

4. Mission Statement

Chairman Rendon read the existing mission for Texas Southmost College District as follows:

“Transforming our communities through innovative learning opportunities”

5. President's Report

Chairman Rendon called on Dr. Tercero to give the report. Dr. Tercero reported that TSC had a very successful week of Convocation. There were a variety of sessions held on disabilities services, financial aid, Pearson, and student learning outcomes. She reported that the current enrollment is about 3, 300; however, that does not include Dual Credit. She said there are two staff members that are no longer with TSC. One is Mr. Jim Mills, Dean of Humanities. This position will be posted. The other is a clinical instructor; however this position has been filled by Mr. Thomas Ramos.

6. Approval of Minutes of Previous Meeting

Consideration and Approval of Minutes of the Regular Meeting of December 19, 2013.

A motion was made by Mr. Hinojosa to approve the Minutes of the Regular Meeting of December 19, 2013 as presented. The motion was seconded by Mr. Torres and carried. Mrs. Garza abstained from the vote.

7. Nominations, Consideration and Approval, through Resolution, of the Filing of the Vacancy on the Board of Trustees for Texas Southmost College

Chairman Rendon defined the procedure to fill a vacancy of the Board of Trustees. He stated that any vacancy that is filled by an appointment by the Board of Trustees or by a special election, must adhere to all Board Policy sections BBA, BBB and BBC in regards to eligibility/qualifications, elections, and vacancies of a position.

He reminded the Board of Trustees of their decision to fill the vacancy by appointment, as discussed and approved at the December Board meeting.

He stated he would open the floor for nominations. Once all nominations had been received, he would close the nominations process.

He further stated that voting for a position filled by appointment by the Board must be approved in the form of a resolution by a majority of the Board members of the remaining positions of the entire Board. If there are multiple nominations, the Board will resolve any voting rules according to Robert Rules of Order.

He said that the appointment would become effective at the next scheduled meeting of the Board of Trustees.

Chairman Rendon opened the floor for nominations. Mrs. Garza nominated Mr. Ed Rivera. Mr. Rendon nominated Mrs. Maribel Bermudez Guerrero. Mr. Torres, Mrs. Garza, Dr. García voted for Mr. Rivera. Mr. Hinojosa abstained from the vote. Mr. Rendon voted for Mrs. Guerrero.

Chairman Rendon said there was a 3 to 1 vote and 1 abstained. The majority vote went to Mr. Ed Rivera.

Chairman Rendon read the resolution.

A motion was made by Mrs. Garza to appoint by resolution Mr. Ed Rivera to Place 3 of the Board of Trustees. The motion was seconded by Dr. García and carried unanimously. Exhibit "A"

8. Approval of Resolution to Hold Joint Elections

Consideration and Approval of Resolution to Hold Joint Elections

Chairman Rendon called on Mr. Chet Lewis, Vice President of Finance and Administration, to present the item. Mr. Lewis stated that TSC will be holding early voting for Texas Southmost College District Trustee Positions 1, 2, and 3 from April 28th through May 6, 2014 and regular voting on May 10, 2014. Since TSC has an ongoing interest in cost containment, TSC will enter into an agreement to share election costs with the Brownsville Navigation District to share the costs related to the preparation and execution of early voting and regular voting processes.

Mr. Lewis read the resolution.

A motion was made by Mr. Torres to adopt the resolution to hold joint elections, as presented, and to authorize the president to enter into an agreement with the Brownsville Navigation District to share associated costs of the 2014 election as presented. The motion was seconded by Mr. Hinojosa and carried unanimously. Exhibit "B"

9. Approval of Setting Date and Time for Drawing for Place on Ballot

Consideration and Approval of Setting Date and Time for Drawing for Place on Ballot

Chairman Rendon called on Mr. Lewis to present the item. As required by Texas Election Code Chapter 52, Ballot Form, Content, and Preparation, Subchapter A. Preparing the Ballot, the order of a candidate name on a ballot shall be determined by a drawing. The District must set a time and date for the drawing to

take place. Staff recommends holding a drawing on March 4th at 5:30 p.m. at the Gorgas Board Room.

A motion was made by Mr. Torres to approve the Setting Date and Time for Drawing for Place on Ballot as presented. The motion was seconded by Mr. Hinojosa and carried unanimously. Exhibit "C"

10. Status Report on Fort Brown Condos

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis reported that TSC owns 65 condos. He stated that Fort Brown Villas I currently has 21 condos and Fort Brown Villas II has 44 condos. He said that of the rentable condos, there is an 81% occupancy. He also said that there are 3 condos in Villas I and 3 in Villas II that have not been refurbished. He said from the start of the current fiscal year thru the end of November, TSC has collected \$112,514.00 in revenue and about \$88,514.00 in expenses with a profit of \$24,000.00.

Mr. Lewis said that the condos have been declared a surplus property and that the College had attempted to sell the condos; however, the individual that put out the offer did not have the financing after many months of negotiating. He said that this item will be considered as part of the master planning process.

11. Update on Pearson Launch and Implementation

Chairman Rendon called on Dr. Tercero to present the item. Dr. Tercero called on Dr. Marti Flores, Vice President of Instruction, to make the presentation. She introduced Mr. Mario Ortiz, Director of Educational Technology and Curriculum; Innovation; Mr. Herman Pena, CPS Reading Faculty; and Mr. David Smith, Math Faculty. She provided an overview of Pearson for fall 2013, stating that TSC offered courses supported by Pearson, through designed courses (Legacy) and "Shell" Courses, and 121 faculty members utilized Digital Pearson Platform the first week of classes. She said the purpose of Pearson is to enhance instruction and is used as a tool. It also enhances the process of assessment of learning by allowing faculty the opportunity to assess learning in real time.

She said that faculty development had been provided throughout the semester. She stated that given the start-up mode, some of the courses had incorrect content, but these issues were resolved immediately. She also mentioned that there was a great Advising team to guide the students in the right direction. She said that TSC conducted a student survey regarding Pearson Doc Sharing, Gradebook, eBook Access/Content, Smarthinking (online tutorial service), and electronic Discussions.

Dr. Flores called on Mr. Ortiz to share the results of the Pearson Survey that was conducted. He stated that the following Pearson components have been very

helpful: eTextbook, DocSharing, and Dropbox. He also said that the following components were least helpful: MyLabs, Smarthinking, and Discussions. Mr. Pena and Mr. Smith also shared their experiences. *Exhibit "D"*

12. Discussion on Establishing Committees of the Board of Trustees

Chairman Rendon discussed the concept of establishing committees of the Board of Trustees. Several possible committees were discussed. Mr. Rendon will meet with Dr. Tercero on this item and will bring forth suggestions for the Board's consideration.

13. Approval of the Following Local Policies (Second Reading):

Section D, Personnel:

- a. DC Employment Requirements and Restrictions Hiring Practices
- b. DEA Compensation and Benefits Salaries and Wages
- c. DEC Compensation and Benefits Leaves and Absences
- d. DED Compensation and Benefits Vacations and Holidays
- e. DH Employee Standards of Conduct
- f. DI Assignment and Schedules
- g. DJ Work Load
- h. DLA Status of Employment Evaluation
- i. DMAA Term Contracts Dismissal
- j. DMAB Term Contracts Nonrenewal
- k. DMAC Term Contracts Resignation
- l. DMAD Term Contracts Reduction in Force
- m. DO Employee Welfare
- n. DOA Employee Welfare Freedom from Discrimination, Harassment, and Retaliation

Section E, Instruction:

- o. EE Substantive Change Notification
- p. EGC Academic Achievement Graduation

Section F, Students:

- q. FB Admissions
- r. FC Attendance
- s. FD Tuition and Fees
- t. FEA Financing Education Financial Aid and Scholarships
- u. FFD Student Welfare Freedom from Discrimination, Harassment, and Retaliation
- v. FFE Student Welfare Freedom from Bullying and Dating Violence
- w. FLD Student Rights and Responsibilities Student Complaints
- x. FMA Discipline and Penalties Discipline Procedures

Section G, Community and Governmental Relations:

- y. GF Student and Community Use of College District Facilities

**Consideration and Approval of
the Local Policies (Second Reading)**

Chairman Rendon opened the floor for discussion on the second reading of the Local Policies. Mrs. Garza gave her concerns regarding the policy of Section D, Personnel: DC Employment Requirements and Restrictions Hiring Practices.

A motion was made by Mrs. Garza to table a. DC Employment Requirements and Restrictions Hiring Practices. The motion was seconded by Mr. Hinojosa. The motion failed after discussion and lack of vote. Mr. Torres, Dr. García and Mr. Rendon voted nay.

A motion was made by Mr. Torres to approve the Local Policies (Second Reading) as presented. The motion was seconded by Dr. García and carried. Mrs. Garza voted nay and Mr. Hinojosa abstained from the vote. *Exhibit "F"*

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

The Board convened in Executive Session at 7:22 p.m.

The Board reconvened in Regular Session at 8:52 p.m.

15. 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.
Consideration and Approval Regarding the Possible Leasing,
Sale, Exchange, Transfer, and/or Acquisition of Land
or Buildings in Connection with:**

- I. The Agreements with the City of Brownsville
- II. The Agreements with the University of Texas System
- III. The Potential Amendment to the Golf Course Agreement

A motion was made by Dr. García to Authorize the President to Amend the Golf Course Agreement to address Robert Lucio's request that TSC give him written consent to assign his contractual obligations and interest to his wife, Diana Lucio, or his son, Joseph Lakota Lucio or jointly to both, all other obligations remaining in full force and effect. The motion was seconded by Mr. Torres and carried unanimously.

16. Proposed Meeting Dates

Thursday, February 20, 2014

Adjournment

The meeting was adjourned by Chairman Rendon at 8:54 p.m.

Mr. Francisco G. Rendon
Chairman, Board of Trustees

Trey Mendez, J. D.
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on January 16, 2014, 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, 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.