



**Board of Trustees**

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*Ramon Champion Hinojosa*

**TSC President**

*Lily F. Tercero, Ph.D.*

**Texas Southmost College District**

**Minutes of the Regular Meeting of the Board of Trustees**

October 17, 2013

The Board of Trustees of the Texas Southmost College District convened in open session on October 17, 2013, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board members present were Francisco G. Rendon, Chair; Adela Garza, Vice Chair; Trey Mendez, Secretary; and Dr. Reynaldo García, Mr. Rene Torres and Mr. Ramon Champion Hinojosa. Also present was Dr. Lily F. Tercero, President of Texas Southmost College. Absent was Dr. Robert Lozano.

**1. Call to Order**

The meeting was called to order by Chairman Rendon at 5:39 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**

Mr. Robert Uresti, TSC student gave his concerns to the Board of Trustees.

**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 staff has been reviewing the allegations brought forward at the September Board meeting from the Respiratory Care Students.

She informed the Board that the students have submitted a written complaint to the National Accrediting Agency of the program. Dr. Tercero reported that she will keep the Board informed as it moves through the formal process.

Dr. Tercero confirmed that TSC is accredited and remains accredited under the UTB/TSC partnership accreditation. TSC will remain accredited, under the partnership, until TSC has received its own accreditation.

Dr. Tercero reported that TSC has already submitted SACSCOC application and is currently working on the next step, which is the compliance certification report. Dr. Tercero announced that SACSCOC has asked the college to hold a week in March and a week in April as possible dates for an onsite visit.

Dr. Tercero announced several new staff members recently hired. They are the Coordinator of Transfer, Career and Employment Services, Mr. Rene Valdez; General Maintenance Worker, Mr. Armando Garcia; Associate Degree Nursing Instructor, Liwayway Guadalquiver; and eleven student workers.

Dr. Tercero also reported that TSC submitted the enrollment numbers to the State, due on October 15<sup>th</sup>, totaling 3,673. Additionally, three Board members attended the Association Community College Trustee Conference (ACCT) recently in Seattle, Washington. Dr. Tercero also stated that she plans on attending the Texas Association Community Colleges Conference (TACC) and the Texas Higher Education Coordinating Board Meeting (THECB).

## 6. Approval of Minutes of Previous Meeting

### Consideration and Approval of Minutes of the Regular Meeting of September 26, 2013.

A motion was made by Dr. García to approve the Minutes of the Regular Meeting of September 26, 2013 as presented. The motion was seconded by Mr. Mendez and carried. Mr. Torres and Mrs. Garza abstained from the vote.

## 7. Approval of Resolution to Nominate and Vote for the Position Eight (8) Representative on the Cameron Appraisal District, As Enacted by Senate Bill 359 during the 83<sup>rd</sup> Legislative Session

**Consideration and Approval of Resolution to Nominate  
and Vote for the Position Eight (8) Representative on the  
Cameron Appraisal District, As Enacted by Senate Bill  
359 during the 83<sup>rd</sup> Legislative Session**

Chairman Rendon called on Dr. Tercero to present the item. Dr. Tercero reported that the Texas Legislature enacted Senate Bill 359, allowing junior college districts to participate in the selection of appraisal district board of directors. TSC has received notification from the Cameron Appraisal District as to the process for adherence of the new law. TSC as the junior college district in Cameron County will participate in the nomination of and have one vote in the selection of Director Position Eight (8) of the Cameron Appraisal District Board of Directors.

Mr. Rendon read the resolution.

A motion was made by Mr. Hinojosa to Resolution to Nominate Adela Garza and Vote for the Position Eight (8) Representative on the Cameron Appraisal District, As Enacted by Senate Bill 359 during the 83<sup>rd</sup> Legislative Session as presented. The motion was seconded by Dr. García and carried unanimously. *Exhibit "A"*

**8. Approval of Selection of a Company to Provide Security Services for TSC Campus**

**Consideration and Approval of  
Selection of a Company to Provide  
Security Services for TSC Campus**

Chairman Rendon called on Mr. Chet Lewis, Vice President for Finance and Administration to present the item. Mr. Lewis reported that Texas Southmost College (TSC) conducted a Request for Proposal (RFP) process for campus security services. The newspaper advertisements were published on Sunday, September 29th and October 6, 2013. A pre-proposal conference was held on Monday, October 7, 2013. The RFP deadline was Monday, October 14, 2013.

The RFP called for a list of general requirements and qualifications including ability to provide services to TSC, qualifications, project team and management expertise and references. Proposals were received from Allied Barton Security Services, International Protection, Inc., Flores Investments, Inc. DBA American Investigations & Security International, Fort Knox Protection, Inc., ISA, Valley Wide Security, American Surveillance Co., Chambers Protective Service DBA Border Security and Investigations, Arrow Security and All Pro Security Services. The evaluation criteria consisted of the following: (1) Services to TSC; (2) Project Team and Management; (3) References; and (4) Cost of Goods and Services.

The scope of work in the RFP for campus security services include: vandalism, theft and fire prevention, facilities, grounds and parking lots patrols, building lock-up, unlocking rooms, emergency system monitoring, maintaining written reports as required, verbal/telephone notification, responding to critical incidents as needed, and contacting local police services as deemed appropriate. Additionally, the RFP stipulates that the awarded contractor will provide qualified employees, including armed/unarmed security officers during the times and locations to be agreed upon by TSC and for other events and occasions as required.

The initial contract term is for one year plus two one year renewable options and an additional one year renewable option at the College's discretion.

A motion was made by Mr. Hinojosa to select the best valued American Surveillance to Provide Security Services for the TSC Campus and to authorize the President to execute the contract as presented. The motion was seconded by Mrs. Garza and failed. Mr. Rendon abstained from the vote. Mr. Hinojosa and Mrs. Garza voted in favor of the motion. Mr. Mendez, Dr. García and Mr. Torres voted nay.

A motion was made by Mr. Torres to select American Investigation and Security International for a one year contract with an option to continue with the company as TSC revisits after a year to Provide Security Services for the TSC Campus and to authorize the President to execute the contract as presented. The motion was seconded by Mr. Mendez and carried. Mr. Rendon abstained from the vote. Mr. Hinojosa voted nay. Mr. Mendez, Dr. García, Mrs. Garza and Mr. Torres voted in favor of the motion. *Exhibit "B"*

9. Approval of Proposal for Maintenance Services of TSC Campus Thermal Plants

Consideration and Approval of Proposal for  
Maintenance Services of TSC Campus Thermal Plants

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis reported that TSC has requested a proposal for maintenance services of the TSC campus Thermal Plants located in the main Fort Brown campus and ITEC campus through a TIPS/TAPS Contract. The proposal received from PROTECH Mechanical, Inc. is to provide preventative maintenance services by providing operational & comprehensive inspections of the equipment & devices of the Thermal Plants.

TIPS/TAPS is a program that serves state and local government institutions by conducting bidding processes according to the requirements established by the State of Texas. Staff has verified that PROTECH Mechanical, Inc. is an awarded vendor for TIPS/TAPS and that is authorized to sell under this contract.

A motion was made by Mr. Torres to approve the proposal from PROTECH Mechanical, Inc. to provide maintenance services of TSC Campus Thermal Plants in the amount of \$47,850 and authorize the President to execute the contract as presented. The motion was seconded by Mr. Mendez and carried unanimously. *Exhibit "C"*

#### 10. Approval of Purchase of HVAC Automation Control Software for TSC Facilities

##### Consideration and Approval of Purchase of HVAC Automation Control Software for TSC Facilities

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis stated that, currently, The University of Texas at Brownsville operates a Siemens Industry software that provides remote access control and monitoring to the HVAC system. This system operates a significant amount of facilities, including the TSC Thermal Plants. An acquisition of a similar license will allow TSC to manage this system for TSC buildings.

TSC has requested a proposal for HVAC automation control software for TSC facilities through a TXMAS contract. The proposal received from Siemens Industry includes database server, software and required modifications. This is the only system compatible with all of the existing HVAC communication boards, sensors and control devices currently installed throughout TSC facilities.

TXMAS is a program that serves federal, state and local government institutions by conducting bidding processes according to the requirements established by the State of Texas. Staff has verified that Siemens Industry Inc. is an awarded vendor for TXMAS and that is authorized to sell under this contract.

A motion was made by Mrs. Garza to approve the proposal from Siemens Industry Inc. to purchase HVAC automation control software for TSC facilities in the amount of \$28,134.02 and authorize the President to execute the contract as presented. The motion was seconded by Mr. Torres and carried unanimously. *Exhibit "D"*

## 11. Approval of Purchase of Enterprise Firewall Equipment from Insight Public Sector

### Consideration and Approval of Purchase of Enterprise Firewall Equipment from Insight Public Sector

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis stated that TSC has expanded its internet service to meet the demand for more connectivity. The purchase of this firewall equipment will facilitate the college connecting to the internet at much higher speeds and maintaining a firewall to serve as a barrier to unauthorized access to TSC's on campus network.

TSC has requested a proposal for the purchase of enterprise firewall equipment from Insight Public Sector, a Texas Department of Information Resources (DIR) awarded vendor. DIR is a program that serves state and local government institutions by conducting bidding processes according to the requirements established by the State of Texas. Staff has verified that Insight Public Sector is an awarded vendor for DIR and that is authorized to sell under this contract.

Mr. Lewis reported that Dynamic Campus staff will perform configuration of the enterprise firewall equipment.

A motion was made by Mr. Hinojosa to approve the purchase of network equipment from Insight Public Sector in the amount of \$47,599.76 and authorize the President to execute the contract as presented. The motion was seconded by Dr. García and carried unanimously. *Exhibit "E"*

## 12. Approval of Contract for Internet Service from Time Warner Cable through the Texas Department of Information Resources

### Consideration and Approval of Contract for Internet Service from Time Warner Cable through the Texas Department of Information Resources

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis stated that TSC is currently using internet service from Time Warner Cable to connect to Pearsons' software and other internet related websites that are critical to the success of the College. The internet service has been recently upgraded and expanded due to the College's growth and need for more connectivity.

TSC has requested pricing for the contract of internet service from Time Warner Cable through The Texas Department of Information Resources (DIR). The contract includes automatic annual contract renewal options. Staff has verified

that Time Warner Cable is an awarded vendor for DIR and that is authorized to sell under this contract.

Mr. Lewis reported that Dynamic Campus staff will perform configuration of the internet service.

A motion was made by Mr. Torres to approve the proposal from The Texas Department of Information Resources (DIR) to renew contract for internet service with Time Warner Cable in the annual amount of \$32,928.00 and authorize the President to execute the contract as presented. The motion was seconded by Mr. Hinojosa and carried unanimously. *Exhibit "F"*

### 13. Approval for Purchase of Network Communications Equipment from Insight Public Sector for the Science Engineering Technology Building

#### Consideration and Approval for Purchase of Network Communications Equipment from Insight Public Sector for the Science, Engineering, and Technology Building

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis stated that TSC requires network communications equipment to deliver online course materials to faculty, staff and students. The purchase of this equipment will facilitate the connection of fiber optic lines for TSC buildings to the College's main data center. This network equipment will increase the reliability and performance of the network in order to support the on-campus digital student learning. This equipment will ensure improved access to Pearson's software and other related content that are critical to the success of the College.

TSC has requested a proposal for the purchase network communications equipment from Insight Public Sector for the Science, Engineering, and Technology Building through a DIR contract. DIR is a program that serves state and local government institutions by conducting bidding processes according to the requirements established by the State of Texas. Staff has verified that Insight Public Sector is an awarded vendor for DIR and that is authorized to sell under this contract.

Mr. Lewis reported that Dynamic Campus staff will provide the configuration of the network communications equipment and ongoing support.

A motion was made by Mr. Mendez to approve the proposal from Insight Public Sector to provide network communications equipment in the amount of \$69,562.80 and authorize the President to execute the contract as presented. The motion was seconded by Dr. García and carried unanimously. *Exhibit "G"*

**14. Approval of Resolution Authorizing the Defeasance of the Southmost Union Junior College District Student Union Building Fees Revenue Refunding Bonds, Series 2005; Entering into an Escrow Agreement; and Other Agreements and Matters Related Thereto**

**Consideration and Approval Resolution Authorizing the Defeasance of the Southmost Union Junior College District Student Union Building Fees Revenue Refunding Bonds, Series 2005; Entering into an Escrow Agreement; and Other Agreements and Matters Related Thereto**

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis reported that the sale of the Student Union is included in the approved letter of intent between TSC and the University of Texas System. To proceed with and complete the sale transaction, TSC must defease the existing bond indebtedness related to the Student Union building.

The proceeds from the sale and the existing debt retirement fund for the Student Union building will be used to defease the \$6,160,000 of outstanding principal related to bonds. The bonds will be defeased by establishing an escrow fund to provide adequate resources to service all required debt service while the bonds are outstanding and retire the bonds by exercising the optional redemption. The earliest bonds may be called is August 15, 2015 or on any date thereafter.

Mr. Lewis said that the Student Union Building Fee is \$45.30 per semester. He said if approved TSC will be able to eliminate the fee in the spring semester.

A motion was made by Dr. García to approve a resolution authorizing the defeasance of the Southmost Union Junior College District Student Union Building Fees Revenue Refunding Bonds, Series 2005; entering into an escrow agreement; and other agreements and matters related thereto as presented. The motion was seconded by Mrs. Garza and carried unanimously. *Exhibit "H"*

**15. Executive Session as provided by Government Code, Chapter 551.072, and 551.074.**

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

The Board reconvened in Regular Session at 7:25 p.m.



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

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 real and personal property interests in various tracts of land and buildings in connection with the negotiations and contemplated agreements between the City of Brownsville and Texas Southmost College.

No action was taken.

Consultation with Attorney on Pending Personnel Issues, Section 551.074, Texas Government Code. The deliberation may include a discussion of the evaluation and employment contract of the President and the Board of Trustees' Appraisal Process.

No action was taken.

17. Proposed Meeting Dates

Thursday, November 21, 2013

Adjournment

The meeting was adjourned by Chairman Rendon at 8:11 p.m.

[Signature]
Mr. Francisco G. Rendon
Chairman, Board of Trustees

[Signature]
Trey Mendez, J. D.
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on October 17, 2013, 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.

THE STATE OF TEXAS §

COUNTY OF CAMERON §

TEXAS SOUTHMOST COLLEGE DISTRICT

RESOLUTION

*WHEREAS*, Texas Southmost College District along with seven (7) other school districts in Cameron County is represented by one (1) board member sitting as position eight (8) on the Cameron Appraisal District Board of Directors; and

*WHEREAS*, each of the seven (7) school districts and the junior college district represented by this director shall have the opportunity to nominate and vote for the representative of its choice for the period commencing January 2014; and

*WHEREAS*, the candidate receiving the greatest number of votes will hold director position eight (8);

*NOW THEREFORE, BE IT RESOLVED*, this the 17<sup>th</sup> day of October, 2013 that the Board of Trustees of the Texas Southmost College District does nominate Adela Garza to hold position eight (8) of the Cameron Appraisal District Board of Directors.

*ADOPTED this 17<sup>TH</sup> DAY of OCTOBER 2013.*



Francisco G. Rendon  
Chair, Board of Trustees



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