



TEXAS SOUTHMOST COLLEGE DISTRICT

80 Fort Brown • Brownsville, Texas 78520 • (956) 882-3879 • Fax: (956) 882-8811

Board of Trustees

Francisco G. Rendon
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Robert A. Lozano, M.D., Ph.D.

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TSC President

Lily F. Tercero, Ph.D.

Official Notice of the

Texas Southmost College District Regular Meeting

**for
October 20, 2011**

Posted

October 17, 2011

AGENDA

The Board of Trustees of the Texas Southmost College District will convene **Thursday, October 20, 2011, at 5:00 p.m.** in the Gorgas Board Room at The University of Texas at Brownsville and Texas Southmost College, 80 Fort Brown, Brownsville, Texas 78520.

Call to Order

1 Announcements

2 Transition Team Status Report

**Dr. Robert Furgason and
Dr. John Anthony,**
TSC Transition Team

3 Opening Statements by Trustees

4 Speakers to Agenda Items and Public Discussion

5 Approval of Minutes of Previous Meeting

Consideration and possible action on:

Regular Meeting, September 22, 2011

6 Executive Session

as provided by Government Code,
Chapter 551.071 and 551.072.

Legal Matters

Discussion and Review of Golf Course Contract

Litigation Regarding Mary Jane Saucedo vs. University of Texas at Brownsville, ET AL Cause No. C-2077-11-F

Real Estate

Discussion regarding the Appraisal of the TSC Fort Brown Condos Villas I and II

Declaration of TSC Fort Brown Condos Villas I and II as Surplus Property

Discussion and Possible Action on the Cueto Building

Discussion and Possible Action on the Property Appraisal of 2.10 Acres dba Lots 1 and 2, Block 4, University Park Subdivision

7 Consideration and possible action on matters discussed in Executive Session

Legal Matters

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Joe S Rivera
County Clerk
By
Elena Garcia, Deputy
Compton County

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS
ON: OCT 17 2011 AT 04:54P

Discussion and Possible Action on the Property Appraisal of 2.10 Acres dba Lots 1 and 2, Block 4, University Park Subdivision

8 Board Policy

Consideration and possible action on:

**Second Reading Board Policy:
IV.B.1 – Employment Contracts**

9 Proposed Meeting Dates

Board Meetings:

Board Retreat –

Saturday, November 12, 2011

Introduction of President to
Community

Monday, November 14, 2011

3:30 p.m. – 7:30 p.m.

Thursday, November 17, 2011

Thursday, December 15, 2011

Adjournment

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

September 22, 2011

The Board of Trustees of the Texas Southmost College District convened in open session on September 22, 2011, at 5:30 p.m., in the Gorgas Board Room at The University of Texas at Brownsville and Texas Southmost College. Board members present were Francisco G. Rendon, Chair; Adela G. Garza, Secretary; Trey Mendez; Dr. Robert A. Lozano and René Torres. Board members David Oliveira and Dr. Roberto Robles, Vice Chair and Dr. Juliet V. García, President of The University of Texas at Brownsville and Texas Southmost College were absent. Dr. Alan Artibise, Provost of The University of Texas at Brownsville and Texas Southmost College was present representing Dr. García.

Call to Order

The meeting was called to order by Chairman Rendon at 5:35 p.m.

1. Announcements

Chairman Rendon was pleased to introduce the new President of Texas Southmost College, Dr. Lily Tercero. Dr. Tercero will officially be joining TSC in early October, but she is present this evening and he welcomed her to campus.

He said Dr. Tercero joins TSC with an excellent career history including Chief Budget Officer for the Alamo Community College District, Associate Vice Chancellor for Planning and Budgeting for Tarrant County College, and State Director for Santa Fe Community College. She holds a Doctor in Philosophy in Educational Administration from the Community College Leadership Program from The University of Texas at Austin.

He called on Dr. Tercero to say a few words. Dr. Tercero thanked the board members and said she is extremely pleased. She is looking forward coming on board full time and will be on campus for the next few days working with staff for the strategic plan and major events that will be coming up. She thanked the board for entrusting her with this wonderful and challenging responsibility. She believes that TSC will do a wonderful job and the community will be well served with the reestablishment of Texas Southmost College.

Mrs. Garza thanked her on taking a chance on TSC. She told her it will not be easy and welcomes her.

Mr. Torres said it will be challenging for the next couple of years and also wants rest his gratitude for excepting the job. He said a job that will take a lot of patience, hours and certainly after looking at her background he is very confident that she can take TSC to the next level. He said the next level will be a community college that will be as proud as the community college that started in 1926. This community college has a deep rooted history that started in 1926 and changed names in 1950. He said there was a large part of veterans that came on after the Korean War and after World War II and there is veterans coming out of Afghanistan. He hopes that one of the issues is to deal with the many of the veterans that are coming out of the present war. He hopes that this is just one of many priorities but his priority is to see that we welcome back the veterans as they did back from the Korean War. He thanked her for being here and is ready to work with her to meet the many challenges ahead.

Dr. Lozano said that she will be great.

Mr. Mendez is really excited to have her. He knows that at the last meeting he stated several qualities that he was looking for the leader of TSC and said that she definitely fits all those qualities to a person of their recommendations. He said he thinks that every person said that she was the hardest working person that they ever met. So he definitely expects a lot from her but believes it will be great commitment and a bright future and has his commitment to work as hard as a trustee to assist her in any way that he can.

Mr. Rendon thanked her very much and is completely confident that she will be able to take TSC where they want to go and thanked for taken on the challenge

2. Presentation and Discussion

Chairman Rendon introduced the speaker, Barbara Baggerly-Hinojosa. She is a wife, mother, and educator living in the Rio Grande Valley of Texas. She is currently a Ph.D. student with Our Lady of the Lake University. Her current research is on the relationship between the high school principal leadership and the high school student dropout rate.

Mrs. Baggerly-Hinojosa conducts leadership training seminars and coaching in business, education, healthcare, and government industries. In addition to training seminars, she is a guest writer for The Mercedes Enterprise newspaper and blogger for oneinabillionconsulting.com.

Barbara Baggerly-Hinojosa will be presenting: Are you a Ten? The Ten Characteristics of a Servant Leader. He called on Mrs. Hinojosa to make the presentation.

Mr. Rendon thanked her for her presentation and the reasons why he invited her to make the presentation. He stated that during the interview process when he asked Dr. Tercero what her philosophy of leadership was her answer was to be a Servant leadership and gives the way Dr. Tercero thinks.

3. Transition Team Status Report

Chairman Rendon called on Dr. Robert Furgason and Dr. John Anthony, TSC Consultants for the Transition Team. Dr. Furgason reported that there was meeting with the staff of the Texas Higher Education Coordinating Board (THECB) in Austin, Texas and was a very important meeting. He stated it was important to meet with the THECB because they will have the last word for the programs that are concerned in the board authorization. The staff included the deputy commissioner Dr. Macgregor Stephenson that is the person in charge of programs, Dr. Kevin Lemoine, Susan Brown in charge of the planning activities, and also Mr. Van Davis that handles continuing education. He said it was the right people to meet to discuss the transition activities that are happening and to get there insights that what should be done in terms of the transition. He said Dr. Tercero was able to attend as well. He said that meeting started with Mr. Davis with the off campus and continuing education. Mr. Davis urged to make sure coordinating work as TSC gets into the type of activity with South Texas Regional Council that deals with online courses to other off campus activities. He also stated that they discussed the list of programs that TSC has been authorized to give. He also talked about the transition and the transferring programs from the current administrative structure into a community college that is not a major issue.

Dr. Furgason reported the next meeting was with the transition teams also in Austin, Texas with UT System transition team. He said the discussion was directed towards the sequence of activities that needs to happen to formulate the final separation between the two institutions. He said that was very helpful because the transition teams started talking about the interrelationships. He said that during the interview process for president he remembers Dr. Tercero talking about the strategic plan that it is really essential to the sequence of operation. He said when talking about programs of different categories. The last element is that there no doubt many other programs that the community or the region can be established that TSC does not have. He said that there is timelines of the strategic

planning and least preliminary identification programs that will likely be accomplished in January such as if there are decisions to be made in the spring relative to faculty personnel in particular that no deadlines will be missed. He said another factor is that people are under one employment situation to a different employment situation there may be a new process activity that has to occur.

He reported the space inventory is being prepared by UTB and believes next month it will be available and will be very helpful when the matching programs to spaces. He said the space inventory will not only look at space but who is occupying it and how much is being used and also doing an inventory on equipment. He said Dr. David Prior, UT System transition team, brought a list of principles relative to transition activities. He read the first one that really impressed Dr. Furgason. Committed to providing highest quality educational opportunities for the present, future students of are region and beyond both 4 and 2 year.

Mrs. Garza asked Dr. Tercero how she felt about the collaboration in the meeting.

Dr. Tercero responded saying she was able to make the THECB meeting but was not able to make the transition meeting. She said she did speak to Dr. Prior by telephone and the he was very interested in making sure that the transition teams worked together.

Mr. Torres asked if she can set up a meeting with the Chancellor.

She said she received another call from the Provost office to see when a meeting can be setup and that they have extended an invitation.

Mr. Rendon thanked the transition team and agrees that the statement from Dr. Prior is a priority with team work. He said there will be a lot of work for the Board and President by revisiting the vision, mission of the institution, and also the governance policy and how TSC will operate between the Board and the new President.

Dr. Anthony said important fact that the Board, audience, and the community needs to know. He said that every agency the transition team has dealt with, including the THECB, UT System transition team, Southern Association of Colleges and Schools, Bond Council Fitch Standard and Poor's, and Specialized accredited agencies, dialogue has always been positive, constructive, and they are always willing to help in any way to succeed.

4. Opening Statement by Trustees

There were no opening statements.

5. Speakers to Agenda Items and Public Discussion

There were no speakers.

6. Approval of Minutes of Previous Meetings

**Consideration and Possible Action on Approval
of Minutes of the Regular Meeting on September 1, 2011**

A motion was made by Mr. Torres to approve the Minutes of the Regular Meeting on September 1, 2011 as presented. The motion was seconded by Mr. Mendez and carried unanimously.

7. Executive Session

as provided by Government Code,
Chapter 551.071 and 551.072.

The Board convened in Executive Session at 6:12 p.m.

The Board reconvened in Regular Session at 7:16 p.m.

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

**Discussion and Review
of Golf Course Contract**

No action was taken.

**Discussion Regarding the
TSC Fort Brown Condos Villas I and II**

A motion was made by Mrs. Garza to have Mr. Chet Lewis with the actions necessary for the possible sale of TSC units at the Fort Brown condo Villas I as presented. The motion was seconded by Mr. Torres and carried unanimously. *Exhibit "A"*

**Discussion and Possible Action on
the Property Appraisal of Cueto Building**

No action was taken.

9. Board Policy

**Consideration and Possible Action
on First Reading Board Policy: IV.B.1 –
Employment Contracts**

Chairman Rendon called on Dr. Furgason to present the item. He is recommending as TSC goes forward that there are some personnel policy and compensation elements that need to be established by the Board for the new employees that are in various categories. He said some are current employees of UTB, others will be new employees, and others that come under the 1992 conditions of the partnership. He said he will propose a series of personnel policies that will be associated with the groups of employees. He said the changes will be to eliminate the 24 months of contracts and to change the name to TSC.

The policy is the first reading no action was taken. Exhibit "B"

**Consideration and Possible Action on Development
of Personnel Policies and Compensation Packages Regarding Faculty
Members to be Employed by Texas Southmost College**

A motion was made by Mr. Mendez to appoint the TSC Transition Team to develop the personnel policies and compensation packages regarding faculty members to be employed by TSC as discussed. The motion was seconded by Dr. Lozano and carried unanimously.

Exhibit "C"

10. Grant Writers

Chairman Rendon called on Mr. Chet Lewis, Interim Vice President for Administration and Finance to present the item. Mr. Lewis stated that in the last meeting the budget was approved and one of the items that was requested to return for discussion was the grant writers. He said after discussions with Michael Putegnant that UTB will be willing to present what grants they are working on and received in regular reporting on the information. He said that TSC will be able to monitor the grants their working on and provide input on the grants there are not working on. He discussed with the TSC consultants and were in agreement to move forward with this proposal. He also said a lot of the grants are

still under the partnership name being applied for. He stated that in the next budget he will know the volume of grants that their working on an assessment if the funding to UTB will continue.

Mr. Rendon stated that TSC is able to monitor the grants but that it is not the area of expertise of the Board.

Mr. Mendez stated that eventually the Board will need to hire grant writers to focus on grants for TSC.

Dr. Lozano stated that it is a transition process that Dr. Tercero will help guide in the right direction.

Mr. Lewis stated that as soon as other staff members come on board it will be in a better position to monitor some of the activity and provide recommendation and also have more input in what grants TSC is willing to pursue.

Mrs. Garza asked once the \$150,000 is given what are there incentives to bring to TSC.

Mr. Lewis stated that Mr. Putegnant had informed that if the grant writing department wanted to continue to provide the service and want to receive funding from TSC, they will need to focus on the TSC grants and the results will be based on performance.

Mr. Torres asked that the commitment continues until the partnership dissolves.

Mr. Lewis stated that this is outside of the partnership agreement. That it is a contribution to focus on additional grants.

No action was taken.

11. Proposed Meeting Dates

Thursday, October 20, 2011
Thursday, November 17, 2011
Thursday, December 15, 2011

Adjournment

The meeting was adjourned by Chairman Rendon at 7:31 p.m.

Mr. Francisco G. Rendon
Chairman, Board of Trustees

Ms. Adela G. Garza
Secretary, Board of Trustees

DRAFT

NOTE: The tape of the Regular Board of Trustees meeting held on September 22, 2011, 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 Secretary. 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.

**TEXAS SOUTHMOST COLLEGE
POLICY STATEMENT**

TITLE	Employment Contracts	NUMBER IV.B.1
AUTHORITY	Texas Southmost College District Board of Trustees	PAGE 1 of 1

APPROVED BY BOARD OF TRUSTEES: June 10, 1953

LAST AMENDED BY BOARD: November 1, 2001

POLICY:

Employment Contracts

- a. ~~No contracts for employment may be offered or approved for personnel for any period extending past the fiscal year, subsequent to the year the contract is offered or approved, without the approval of the Board of Trustees.~~
- b. ~~No contracts shall be offered or approved for personnel for any period longer than twenty-four (24) months.~~
- c. A valid contract can exist between the ~~Southmost Union Junior College District~~ Texas Southmost College District and an employee only if there exists a valid written and current contract document executed by the ~~UTB/TSC President~~ President or the Administrative Designee of the Board and the Chairperson of the Board of Trustees and approved by a majority vote of the Board of Trustees taken in a duly called official meeting. There shall be no oral or implied contracts.
- d. Persons who do not have a valid written and current contract document executed by the ~~UTB/TSC President~~ President or the Administrative Designee of the Board and the Chairperson of the Board of Trustees and approved by a majority vote of the Board of Trustees taken in a duly called official meeting, do not have a contract for employment with the College.
- e. Any person accepting a position with ~~Southmost Union Junior College District~~ Texas Southmost College District does so with the full knowledge and acknowledgement that the College conveys no property right to any position or employment, no matter how many times a contract has been renewed or years of continuous employment.
- f. The ~~Southmost Union Junior College District~~ Texas Southmost College District maintains the right to conclude any contract with any of its personnel before the expiration date of the contract by making payment to the said personnel of an amount not to exceed the then remaining balance of said contract. The ~~Southmost Union Junior College District's~~ Texas Southmost College District's obligation under any contract for personnel is strictly limited to the total payments contracted for.
- g. Any contract for employment with the ~~Southmost Union Junior College District~~ Texas Southmost College District can be nullified and voided by mutual written consent of the employee, the ~~UTB/TSC President~~ President or the Administrative

