



TEXAS SOUTHMOST COLLEGE DISTRICT

THE UNIVERSITY OF TEXAS AT BROWNSVILLE and TEXAS SOUTHMOST COLLEGE

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Texas Southmost College District

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Minutes of the Regular Meeting of the Board of Trustees

January 21, 2010

The Board of Trustees of the Texas Southmost College District convened in open session on January 21, 2010, at 5:30 p.m., in the Board Room of Gorgas Hall at The University of Texas at Brownsville and Texas Southmost College. Board members present were David Oliveira, Chair; Eduardo A. Campirano, Vice Chair; Dr. Roberto Robles, Secretary; Rosemary Breedlove; Chester Gonzalez; Adela G. Garza; and René Torres. Also present was Dr. Juliet V. García, President of The University of Texas at Brownsville and Texas Southmost College.

Call to Order

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

1. Announcement

- Dr. García announced that UTB/TSC received \$3.993 million dollar grant from the National Center for Research Resources for construction of a biomedical research facility. She thanked Dr. Luis Colom, Vice President for Research, for his successful effort in applying for and receiving these funds.

2. Board Briefing

Dr. Charles Dameron, Vice President for Academic Affairs, introduced Dr. Eduardo del Rio, Interim Director for the Dual Enrollment Program. Dr. del Rio was recruited and graciously accepted this responsibility.

Dr. del Rio reported that in the fall of 2000, Dual Enrollment had 202 students, increasing to 5,264 students in the Fall of 2009. He noted that there were several reasons for the growth, including more information being

available to the districts. As a result of the tremendous growth, the Academic Senate put together a task force on the Dual Enrollment Program. In early 2009, the task force reported that problems with the program included a lack of a centralized office, limited student access to academic advisors, inconsistent faculty oversight, and limited or unclear information on the program's website. Since the findings of the task force were reported, the program has moved to the Division of Academic Affairs. The Office of Dual Enrollment was established on July 1, 2009. In addition to the director's position, there are five staff members working within the program. The website was revamped and clear lines of communication were established between the office and all of the schools the university serves. Several processes were changed, including the implementation of deadlines, the requirement of electronic admission application and registration, a maximum course load, a minimum of a grade of a "C" in any course, creation of a policy and procedure manual, and consistent course monitoring. Currently, the goal is to expand the program with new relationships developing with the Marine Military Academy and the Harlingen and Raymondville school districts.

3. Speaker to Agenda Items and Public Discussion

There were no speakers.

4. Approval of Minutes of Previous Meeting

Consideration and Possible Action on Minutes of Regular Meeting on December 17, 2009

A motion was made by Mr. Campirano to approve the minutes of the regular meeting on December 17, 2009. The motion was seconded by Ms. Breedlove and carried unanimously.

5. Executive Session

as provided by Government
Code, Chapter 551.071, .072

The Board convened in Executive Session at 6:30 p.m.

The Board reconvened in Regular Session at 7:30 p.m.

6. Consideration and Possible Action on Matters Discussed in Executive Session

Litigation Regarding 6.09 Acres of Land Cause

**No. 1:08-CV-428 United States of America vs.
6.09 Acres of Land More or Less, et al.**

Mr. Oliveira called on Mr. Daniel Rentfro, Jr., Attorney for TSC. Mr. Rentfro reported that the lawsuit involves construction of the federal government's border wall on property not owned by the university. This lawsuit does not affect the District in any way, therefore, a disclaimer should be filed with the court in order to dismiss the District from this pending litigation.

A motion was made by Ms. Breedlove to approve the disclaimer in the above mentioned property dismissing Texas Southmost College District as discussed in executive session and to authorize the Provost to execute the disclaimer. The motion was seconded by Mr. Torres and carried unanimously. "Exhibit A"

**Contract and Resolution for Purchase
of Lot 11, Block 12 Colonia Alta Vista
Addition, Brownsville, Texas**

A motion was made by Mr. Campirano to approve the earnest money contract and resolution for the acquisition of Lot 11 in the amount of \$35,000. The motion was seconded by Dr. Robles and carried unanimously. "Exhibit B"

**7. Community Advisory Committee on The University of Texas System
and Texas Southmost College Educational Partnership Agreement**

**Consideration and possible action
on the Appointment of Task Force**

Chairman Oliveira noted that the University of Texas at Brownsville and Texas Southmost College has been in discussions to update and strengthen the partnership with the UT System. The Board of Trustees has decided once again to turn to the community as in preparations for a new model of the Educational Partnership Agreement between the UT System and Texas Southmost College. These committee members will have the privilege and responsibility of serving in an advisory capacity to the Board of Trustees. This Committee, as all other Partnership Committees, will have representation from the community, faculty, staff and students.

People named to the Community Advisory Committee include: Joel Alaffa, Rosalinda Amaro-Galarza, Mary Rose Cardenas, Lourdes Carrasco, Johnny Cavazos, Jerry Frank, Dr. Ruben Gallegos, Bertha Garza, Eddie Garza, Reynaldo Garza, Paula Gomez, Gigi Habet, David Handley, Lawrence Klein, Josh Law, Mary Helen Lucio, Pat Marchan, Carlos Marin, Arturo McDonald, Manuel Medrano, David Merrill, Pete Moore, Bobbette Morgan, Joe Paredes, Terri Alarcon, Fred Rusteberg, Gonzalo

Salazar, Cynthia Sellers, Nick Serafy, Jim Tipton, Dr. Edward Ude, Olga Villarreal, Marlys Zapata, Dolly Zimmerman.

A motion was made by Mr. Gonzalez to approve the task force as named. The motion was seconded by Ms. Breedlove and carried unanimously.

8. Business Affairs Partnership Committee

Mr. Campirano reported that the Business Affairs Partnership Committee met on January 19, 2010. Mr. Campirano stated that the committee recommended approval of the following items:

Consideration and Possible Action on Budget Amendments for FY 2009 and FY 2010

A motion was made by Mr. Campirano to approve FY 2009 budget amendments No. 09-018, No. 09-019, No. 09-020, No. 09-021, No. 09-022, and No. 09-024 as presented. The motion was seconded by Mr. Torres and carried unanimously. Exhibit "C"

A motion was made by Mr. Campirano to approve FY 2010 budget amendment No. 10-001 as presented. The motion was seconded by Mr. Torres and carried unanimously. Exhibit "D"

Consideration and Possible Action on Approval of Memorandum of Understanding with the City of Brownsville for May Street Improvements

Mr. Campirano reported that the City of Brownsville is in the construction phase of a transportation intermodal facility located along International Boulevard. As part of the construction of the facility, infrastructure work was going to be performed on May Street. This presented an opportunity for UTB/TSC to join with the City of Brownsville and add to the scope of the project. It has long been part of the campus master plan to make the May Street entrance a boulevard. By joining with the City of Brownsville, the District is able to make the improvements to May Street and not have to pay for the infrastructure work that the City of Brownsville will fund as part of their project. This agreement will widen May Street and add a median, sidewalks, and landscaping.

A motion was made by Mr. Campirano to accept the Interlocal Agreement with the City of Brownsville in the amount of \$246,035 and to authorize the Assistant Vice President for Planning and

Construction to execute the contract. The motion was seconded by Dr. Robles and carried unanimously. Exhibit "E"

**Consideration and Possible Action on
Authorization to Enter into Contract Negotiations
with the Cameron County Elections Administrator
to Conduct Election Services**

Mr. Campirano reminded the Board that the District will have elections on May 8, 2010 for positions 3, 4, and 5. This is a request for approval to negotiate a contract with the Elections Administrator to conduct the district's election.

A motion was made by Mr. Campirano to authorize staff to enter into negotiations with the Cameron County Elections Administrator to conduct election services for the May 8, 2010, election as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "F"

**Consideration and Possible Action on
Acceptance of Comprehensive Annual Financial
Report and Audit for Texas Southmost College District
for the Fiscal Year Ending August 31, 2009**

Melba Sanchez, Assistant Vice President for Finance, reported that the Texas Southmost College District has completed the process of compiling the Comprehensive Annual Financial Report (CAFR) for approval of the Board and submission to the Government Finance Officers Association (GFOA).

Ms. Sanchez reported that the TSC District has successfully submitted the CAFR for the last two years and received a Certificate of Achievement from the GFOA. The District will now again submit the CAFR to the GFOA in anticipation that the Certificate of Achievement will be awarded for a third year in a row.

Ms. Sanchez reported that the District's financial report and accounting procedures are audited annually by an independent auditing firm. This year's audit and financial review was conducted by the firm of Long, Chilton. Mr. Juan Mendoza, Partner, was the lead for our audit. He is present to answer any questions you may have.

Ms. Sanchez noted Long Chilton has submitted this year's audit report, that the District has again earned an Unqualified Opinion. Ms. Sanchez thanked the Finance office staff and Rosemary Martinez, Vice President for Business Affairs, and their assistance for completing the report. She also thanked Long

Chilton for a thorough and professional review of the TSC District finances and for the guidance in completion of the CAFR.

A motion was made by Mr. Campirano to accept the Comprehensive Annual Financial Report and Audit for Texas Southmost College District for the fiscal year ending August 31, 2009, as presented. The motion was seconded by Mr. Torres and carried unanimously. Exhibit "G"

Mr. Campirano reported that the last item discussed was the transfer of library shelves to BISD. As part of the renovation of the Oliveira Library, an auction was planned to dispose of the library shelves. Staff realized that there was probably a better use for them at the local school district, so BISD was contacted and the shelves were transferred and now housed at the local elementary schools. The District is allowed by law to transfer non-capital items to the school district to be used for educational purposes.

9. Audit Committee

Mr. Campirano reported that the Audit Committee met on January 19, 2010. Committee members present were myself and Mr. Torres. Others present included Dr. Juliet Garcia, Dr. Alan Artibise, Melba Sanchez, Rosemary Martinez, Veronica Mendez, Norma Ramos, Juan Mendoza and Tricia Ayers. The first item discussed was the Audit Committee Bylaws. A draft of the bylaws was presented and upon finalization will be presented at the next Board meeting for approval. Mr. Juan Mendoza and Tricia Ayers with the firm of Long Chilton, LLP provided a review of the TSC CAFR and Audit for FY 2009.

10. District Elections

Consideration and Possible Action on Resolution to Hold Joint Elections

Dr. Alan Artibise, Provost, reported that positions 3, 4, and 5 will be up for election on May 8, 2010. Early voting will be from April 26, 2010, to May 4, 2010. Since TSC has a continuing concern for cost containment, staff is recommending to enter into contract negotiations with the Cameron County Elections Administrator to conduct early voting and regular voting. Some of the other entities also conducting elections include: Los Fresnos ISD, City of Los Fresnos, and the Brownsville Navigation District.

A motion was made by Mr. Torres to adopt a resolution to hold joint elections, as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "H"

**Consideration and Possible Action
to Set Date and Time for Drawing for
a Place on the Ballot**

Dr. Artibise explained that the drawing determines the order in which the names of candidates are to be printed on the ballot.

A motion was made by Mr. Gonzalez to set the drawing for place on ballot on March 9, 2010, at 5:30 p.m. at Gorgas Tower, as presented. The motion was seconded by Mr. Torres and carried unanimously. Exhibit "I"

11. First Quarter Financial Statements and Investment Reports

Melba Sanchez, Assistant Vice President for Finance, provided a brief report on the First Quarter Financial Statements and Investment Report for FY 2010. Ms. Sanchez stated that the reports are provided for informational purposes only, and no action is required by the Board.

12. Construction Report

Veronica Mendez, Assistant Vice President for Planning and Construction, reported the following:

- The Commissary Building is nearing completion. The roof was repaired over the break. Minimal detailing is going on right now.
- Work on the Cavalry Building will continue for a couple of months. Most of the current progress is in the walls and doors. Work on the floors will be next.
- The Science and Technology Learning Center is well under way. The walls of the north building are almost completed.
- Now that The Arts Center has been completed, parking lots along Taylor Drive are currently being reconstructed.
- Demolition is going on right now at Oliveira Library. Completion of the renovation is scheduled for the summer.

13. President's Report

Dr. Garcia reported the following:

- The new Arts Center is now open. Spring Convocation was held in the center. Faculty and staff were treated to three amazing piano performances by music faculty members, including Jesus Morales, Dr. Juan Pablo Andrade, and

Richard Urbis. The next event at the center will be a fundraiser on February 15. It will be a "Night of Strings" and will include local performers and Chancellor Francisco Cigarroa, M.D., on guitar.

- Enrollment numbers are in and are up. The headcount for this semester is up 6 percent or 1,100 students. Total semester hours are up by 9 percent.
- The chess team hosted and competed in the Pan American Intercollegiate Team Chess Tournament. The top teams included the University of Maryland-Baltimore County in first place, UT Dallas "A" Team in second, Texas Tech University in third, UT Dallas "B" Team in fourth, and UTB/TSC in fifth place. Because each university is only able to send one team to the Final Four of College Chess, which will be hosted by UTB/TSC in April, the UTB/TSC team was able to move up and be seated fourth for the final four tournament.
- Jose Hernandez, an astronaut, visited UTB/TSC recently. He told the students stories about growing up in a migrant family. One day after working in the fields, his father asked him how he felt, and he said he was tired. His father asked him how this made him feel. He said he did not like it. To that, his father responded with that he should remember this experience and let it motivate him to succeed in school, or he will have to do this for the rest of his life.
- Professors are giving lectures on South Padre Island. Next up are Dr. Antonio Zavaleta and Dr. Diana Dominguez.
- Tonight UTB/TSC hosted its Martin Luther King Jr. Day event. Texas Assistant Attorney General Debra Crawford Lozano was scheduled to give her life story. She served for 30 years as a flight attendant. She wanted more and went to law school. She has not given up her love for learning and is currently working on a master's degree in history.
- Today was also the historic signing of United Brownsville.
- Dr. Artibise recently spoke to a local Rotary club, and Dr. García spoke to another.

14. Proposed Meeting Dates

Tuesday, February 2, 2010

4:00 p.m.-8:00 p.m.

Board Retreat

Thursday, February 11, 2010

Thursday, March 25, 2010

Thursday, April 22, 2010
Monday, May 17, 2010

Adjournment

The meeting was adjourned by Chairman Oliveira at 8:30 p.m.



Mr. David G. Oliveira
Chairman, Board of Trustees



Dr. Roberto Robles
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on January 21, 2010, 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 Andrew Keese, Technical Writer. 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.