



TEXAS SOUTHMOST COLLEGE DISTRICT

THE UNIVERSITY OF TEXAS AT BROWNSVILLE and TEXAS SOUTHMOST COLLEGE

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Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

March 25, 2010

The Board of Trustees of the Texas Southmost College District convened in open session on March 25, 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; and René Torres. Also present was Dr. Juliet V. Garcia, President of The University of Texas at Brownsville and Texas Southmost College. Board member Adela G. Garza was absent.

Call to Order

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

1. Announcement

There were no announcements.

2. Board Briefings

Chairman Oliveira called on Dr. Alan Artibise, Provost, to make the presentation. Dr. Artibise presented on Resource Generation and Cost Containment Task Force. The task force was charged with making recommendations for cost containment in the identified functional areas and suggestions for increasing revenues. He reported that over 100 members of the Faculty, Staff and Administration participated. The task force was divided into 15 work groups and numerous sub-groups.

The work of the task force includes:

- Data – evaluated reports on expenditures, class size, enrollment, or other relevant information.
- Focus Groups and Surveys – solicited input from campus groups through surveys, in person and via email.
- Benchmarking – used data to compare against peer institutions and state and national universities.
- Best Practices – researched other university's cost containment programs and best practices
- SharePoint Site – shared data, announcements and appointments among the members of the task force.
- Virtual Suggestion Box – sought feedback on the business processes and opportunities to create efficiencies and contain costs.

Some of the task force recommendations were to standardize computer purchases, streamline printing and paper usage, energy conservation, and to increase enrollment. The next steps are to evaluate feasibility of implementing all task force recommendations, which have been condensed to 61, adopt and publish final version of recommendations, implement recommendations that can be completed immediately by March 31, 2010, and regularly report out progress on implementation of recommendations.

3. Executive Session

as provided by Government
Code, Chapter 551.071, .072

The Board convened in Executive Session at 5:57 p.m.

The Board reconvened in Regular Session at 7:02 p.m.

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

**Contract and resolution for purchase
Lot 4, Block 10, Colonia Alta Vista Subdivision,
Brownsville, Texas**

A motion was made by Mr. Campirano to approve the earnest money contract and resolution for the acquisition of Lot 4, Block 10, Colonia Alta Vista Addition in the amount of \$30,000 as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "A"

**Utility Easement to The City of Brownsville
for the May Street Improvements Project**

A motion was made by Mr. Campirano to approve Utility Easement to The City of Brownsville as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "B"

**Change Order and related documents in
Connection with the Recreation, Kinesiology Center.**

A motion was made by Mr. Campirano to approve to authorize counsel to negotiate the settlement agreement as discussed in Executive Session. The motion was seconded by Ms. Breedlove and carried unanimously.

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

Chairman Oliveira reported that the Community Advisory Committee met on February 10, 16, and 23, 2010. This Committee was established to provide a unique opportunity to improve the Partnership and prepare for expanded higher education opportunities in Brownsville, the District, and the region while maintaining the original mission of the Partnership.

The purposes of these meetings were to provide information to the community regarding the status of the partnership and to receive feedback from the community regarding the concept of improving the partnership. There were several important concepts and issues for the Community University Model that resulted from these meetings.

The first was to preserve the Community College Mission by preserving open admission, affordability, TSC's role in Community College program offerings, and a commitment to the community.

The second was maintaining TSC Board Governance over taxation rates, collection and its uses, as well as clarity in the respective Board's roles, and shared participatory academic governance.

The third was increasing resources to a sustained level for future funding that enables serving the special needs of this area.

The fourth concept was to strive for higher completion rates by developing mentoring and retention programs.

The fifth was concerning the need to provide a focus on real world job skills and learning, and to be able to provide the need for ongoing programs to meet the new job needs.

Other issues that were discussed included the need for our Community University to provide high quality programs at all levels; focus on teaching; be efficient and transparent; to address and include an international market sensitivity; to provide a living wage policy for all employees; to increase use of technology; to increase outreach to international markets; to create a branding strategy to promote its image in the community; to take advantage of a rare and timely opportunity for UT System support; and to increase investment in Institutional Development to raise external funding.

Overall, the meetings were important to get the insights and advice from prominent leaders of our community and to inform our work in inventing new ways to serve the future of higher education needs of our people. He thanked each and every one of the members for agreeing to serve and appreciate their personal commitment to our Community University's future.

6. Resolution

Consideration and Possible Action on Adoption of Resolution supporting a new model for the Partnership Agreement

Chairman Oliveira read the resolution supporting a new model for the partnership agreement.

A motion was made by Dr. Robles to adopt a resolution supporting a new model for the partnership agreement. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "C"

7. Speakers to Agenda Items and Public Discussion

There were no speakers.

8. Approval of Minutes of Previous Meeting

Consideration and Possible Action on Minutes of Regular Meeting on February 11, 2010

A motion was made by Mr. Campirano to approve the Minutes of the Regular Meeting February 11, 2010 as presented. The motion was seconded by Mr. Gonzalez and carried unanimously.

9. Arts Center Balcony Seating

Chairman Oliveira called Dr. Ruth Ann Ragland, Vice President for Academic Affairs. Dr. Ragland presented two options for the Board's consideration to revise the naming opportunity for the 12 seats at the balcony back center of the Arts Center. The first option suggests that the 12 seats become one box that would require \$150,000 for the naming opportunity.

The second option would require that the TSC Board revise the naming opportunity for the 12 seats at the balcony back center in the following manner:

1. If a patron wants to purchase only 3 seat box in the Balcony center(left or right side) the cost is \$50,000 each which is \$16,600 per seat;
2. If a patron wants to purchase only the Balcony center a 6 seat box the cost is \$100,000 which is \$16,600 per seat.
3. If the patron wants to purchase all 12 Balcony center seats in a box the cost is \$150,000 which is \$12,500 per seat.

**Consideration and Possible Action on the
TSC Board to revise the naming opportunity for 12 seats at the
Balcony back center**

A motion was made by Ms. Breedlove to approve the second option that allowed the naming opportunity for 12 seats at the Balcony back center as presented. The motion was seconded by Dr. Robles and carried unanimously. Exhibit "D"

Dr. Ragland also presented an option that the Board designate a box in the balcony for special UTB/TSC use and name the box one of the following: UTB/TSC Box; Trustee's Box; Chairman's Box; President's Box; and asked for any other suggestions from the Board.

**Consideration and Possible Action on
the TSC Board to designate a box in the balcony for
special UTB/TSC use and name the box**

A motion was made by Ms. Breedlove to designate Box "R" in the balcony for special UTB/TSC use and name the box as the "Scorpion Box" as presented. The motion was seconded by Mr. Campirano and carried unanimously.

10. Physical Facilities Committee

Report

Chairman Oliveira called on Mr. Gonzalez to give the report. Mr. Gonzalez reported that the Physical Facilities Committee met on Tuesday, March 23, 2010.

Mr. Gonzalez reported that the meeting began with an overview of the Athletic Zone Master Plan as well as campus connections. Ms. Veronica Mendez, Assistant Vice President for Planning and Construction took the committee on a tour of the Oliveira Library, the Garza Gym, the Science Technology Learning Center, the Athletic Zone and the Arts Center.

The tour and discussions along the way were very engaging and the committee did not discuss the action items. Mr. Gonzalez introduced Ms. Mendez to present the action items.

Consideration and Possible Action on Acceptance of competitive sealed proposals for Campus Roof Renovation

Ms. Mendez reported that a request for competitive sealed proposals for the M1 and Cortez roof repairs was issued according to TSC's Board Policies for purchasing and bids. The attached spreadsheet provides detailed information regarding the four bid proposals that were received for this project. Upon evaluation of the proposals by Plant personnel and the roofing consultant (Garland Roofs), American Contracting U.S.A., Inc. was selected as the best value respondent. The total cost for these projects is \$231,495. Capital Improvements and Restricted Insurance funds will be used to cover these roof repairs. The cost per square foot for these projects is \$12.78 for Cortez and \$14.34 for M1. This proposed cost is less than the previous projects at ITECC and the Library which ran at \$15.85 and \$14.48 per square foot respectively.

A motion was made by Mr. Gonzalez to accept the proposal from American Contracting U.S.A., Inc., for the campus roof repairs project in the amount of \$231,495 and to authorize the Assistant Vice President for Planning and Construction to execute the contract as presented. The motion was seconded by Mr. Torres and carried unanimously. Exhibit "E"

Consideration and Possible Action on Approval of a contract with The John Wyatt Company (TIPS #08-032609) for modifications to the Raul J. Guerra Early Childcare Center

Ms. Mendez reported that a bid was received from The John Wyatt Company through the TIPS program for modifications to the Raul J. Guerra Childcare Center. These modifications to the facility range from door and window installations, to drywall, flooring and millwork repairs, to the conversion of the existing restrooms. These modifications are needed to accommodate the children that will be housed in this

location due to the vacancies in space left by the children that moved to the new Center for Early Childhood Studies. The total cost for the project is \$59,825.36. The cost per square foot is \$37.39. Funding for this project has been set aside on the contingency of Capital Improvements.

A motion was made by Mr. Gonzalez to award bid for modifications in the Raul J. Guerra Early Childcare Center to The John Wyatt Company in the amount of \$59,825.36 and to authorize the Assistant Vice President for Planning and Construction to execute the contract as presented. The motion was seconded by Mr. Torres and carried unanimously. Exhibit "F"

11. Business Affairs Partnership Committee

Report

Chairman Oliveira called on Ms. Rosemary Martinez, Vice President for Business Affairs. She reported that the Business Affairs Partnership Committee met on March 22, 2010, and discussed the following items:

Consideration and Possible Action on approval of budget amendments for FY 2010

Ms. Martinez reported Budget amendment #10-002 adjusts expenditures in the General Fund to increase the Dues and Membership line for the membership to the Brownsville Comprehensive Plan Coordinating Board.

Budget amendment #10-003 to rollover funds from Fiscal Year 2009 into the Campus Facilities Fund for the Perimeter Fence project.

A motion was made by Mr. Campirano to approve budget amendment #10-002 and budget amendment #10-003 for fiscal year 2010 as presented. The motion was seconded by Mr. Gonzalez and carried unanimously. Exhibit "G"

Consideration and Possible Action on acceptance of grant award and approval to proceed with grant implementation on grant from the Texas Workforce Commission RFP 320-10-05 in the amount of \$203,160 and authorize the transfer of grant to UTB/TSC for implementation

Ms. Martinez reported that the grant will fund development of new curriculum and enhance existing curriculum in four tracks: wind energy technology, solar photovoltaic technology, solar thermal technology and green building technology.

A motion was made by Mr. Torres to accept the Grant Award and authorization to transfer grant to UTB/TSC for grant implementation as presented. The motion was seconded by Mr. Gonzalez and carried unanimously. Exhibit "H"

**Consideration and Possible Action on acceptance
of grant award of \$1,526,474.88 and approval to proceed with grant
implementation on grant from Comptroller of Public Accounts for
Distributed Energy Technology Program and authorize
transfer of grant to UTB/TSC for implementation**

Ms. Martinez reported this grant will fund installation of wind and solar power units at the ITEC Center. The system is anticipated to generate about 5% of ITECC's energy once completely operational.

A motion was made by Dr. Robles to accept the Grant Award and authorization to transfer the grant to UTB/TSC for grant implementation. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "I"

**Consideration and Possible Action on approval
of renewal of windstorm and hail property insurance**

Ms. Martinez called on Melba Sanchez, Assistant Vice President for Finance. Ms. Sanchez reported the district requested proposals February 2009 for Windstorm and Hail Property Insurance from Texas Windstorm Insurance Association (TWIA) and received four proposals. The Committee recommended the selection of R.N. Jones Agency, Inc. with a 1% deductible for a one year period with the option to renew for two annual terms at rates deemed acceptable by the district. R.N. Jones Agency, Inc. has submitted the renewal amount effective April 1, 2010 to coincide with the UT System's Comprehensive Property Protection Plan (CPPP) in the amount of \$869,108. Upon review of the proposals we recommend renewal of the Windstorm and Hail Policy with R.N. Jones Agency, Inc. for one more year in the amount of \$869,108.

A motion was made by Mr. Campirano to accept renewal from R.N. Jones Agency, Inc. for windstorm and hail insurance coverage through TWIA with 1% deductible in the amount of \$869,108 as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "J"

**Consideration and Possible Action on approval of
payment to UT System for participation in the Comprehensive
Property Plan for fire and all other perils and
named windstorm and flood coverage**

Ms. Martinez called on Phillip Dendy, Director of the UT System Office of Risk Management. Mr. Dendy reported that on April 26, 2007, The University of Texas System (UT System), UTB and TSC reached an agreement to include TSC facilities in UT System's system-wide Comprehensive Property Protection Plan (CPPP). TSC is included in the plan through April 1, 2010. The CPPP will renew on April 1, 2010 and TSC facilities will be included in the plan for a premium of \$294,801. The terms and conditions for TSC's participation in the CPPP for the plan year April 1, 2010 – April 1, 2011 are the same as in the original agreement. One of the terms includes the purchase of Texas Windstorm Insurance Association (TWIA) for all facilities which is being presented on a separate proposal for consideration.

A motion was made by Dr. Robles to approve payment to UT System for participation in the CPPP for Fire and All Other Perils and Named-windstorm and Flood coverages in an amount not to exceed \$276,000 as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "K"

12. Audit Committee

Chairman Oliveira called on Mr. Campirano to present this item. Mr. Campirano reminded the Board that these By-laws were presented at the February Board meeting. In order to receive input from the entire board they were tabled at that time. The final version is presented for your review this evening.

Consideration and Possible Action on the Approval of Audit Committee Bylaws

A motion was made by Mr. Campirano to approve the Audit Committee Bylaws as presented. The motion was seconded by Mr. Torres and carried unanimously. Exhibit "L"

13. Construction Report

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

- Work continues at Oliveira Library. Construction is progressing and on schedule to open for the fall semester. Contractors are currently working on infrastructure.
- In addition, 128 parking spaces are currently being added adjacent to the Fort Brown Memorial Center and The Arts Center will be completed in about three weeks.

- Work on 19th street parking lot former Brown sister lot is in progress. There will be about 64 parking spaces, which should be completed by the end of May.
- Work continues at Athletic Zone phase I. Construction is in progress. The underground utilities and drainage are being installed.
- Work continues at Science and Technology Learning Center. Construction is progressing with mechanical work for the 12 labs are being installed. Completion will be in 2011.

14. President's Report

Dr. García reported the following:

- UTB/TSC played host to many student recruitment activities this semester including: Texas Scorpion Preview Day, Regional Science Competition, 8th graders from Los Fresnos ISD, and Latina USA.
- Jose Llongueras, junior, was one of eight undergraduate students honored with awards for developmental biological sciences research presented at the Annual Biomedical Research Conference for Minority Students last Fall.
- Former Scorpion golfer April Martinez has earned her tour card and qualified for the Duramed Futures Tour for the Ladies Professional Golf Association.
- Kathryn S. Fuller, Chair of the Ford Foundation and former President and Chief Executive of the World Wildlife Fund, presented "Challenges to Conservation of the Natural World" as the 2010 Spring Distinguished Lecture Series speaker this month.

15. Proposed Meeting Dates

Thursday, April 22, 2010

Monday, May 17, 2010

Thursday, June 24, 2010

Thursday, August 26, 2010

Thursday, September 16, 2010

Thursday, October 21, 2010

Thursday, November 18, 2010

Thursday, December 16, 2010

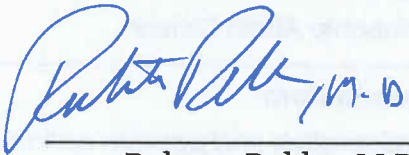
Adjournment

The meeting was adjourned by Chairman Oliveira at 8:28 p.m.

Adjournment

The meeting was adjourned by Chairman Oliveira at 8:28 p.m.


Mr. David G. Oliveira
Chairman, Board of Trustees


Roberto Robles, M.D.
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on March 25, 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 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.