



Texas Southmost College

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Board of Trustees

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Art Rendon

Tony Zavaleta, Ph.D.

TSC President

Jesus Roberto Rodriguez, Ph.D.

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

August 31, 2017

The Board of Trustees of the Texas Southmost College District convened in open session on August 31, 2017, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board Members present were Adela Garza, Chair; Trey Mendez, Vice Chair; Ruben Herrera, Secretary; Dr. Reynaldo García, Dr. Tony Zavaleta and Art Rendon. Also present was Dr. Jesus Roberto Rodriguez, President of Texas Southmost College.

1. Call to Order

The meeting was called to order by Chair Mrs. Garza at 5:30 pm.

2. Pledges of Allegiance

Dr. Zavaleta led the United States Pledge of Allegiance and the Texas Pledge of Allegiance.

3. Moment of Silence

Mrs. Garza asked everyone to join her in a moment of silence for Mr. Ramon Champion Hinojosa. The board also recognized the passing of Mr. Ramon Champion Hinojosa with a short video.

4. Consideration and Approval of a Procedure to Fill, through Resolution or Special Election, a Vacancy on the Board of Trustees for Texas Southmost College

A motion was made by Mr. Mendez that the TSC Board of Trustees follow procedures consistent with those procedures followed by TSC Board of Trustees on August 31, 2017 in filling the position vacated by Previous Trustee; namely, That the TSC Board fill the current vacancy by Board Resolution; That the procedure to fill a vacancy of the Board of Trustees adhere to all Board Policy sections BBA, BBB and BBC in regards to eligibility/qualifications, elections, and vacancies of a position. That the Board Chair open the floor for nominations; and once all nominations are received, she close the nominations process. 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. That if there are multiple nominations, the Board resolve any voting rules according to Robert Rules of Order and that the appointment become effective immediately upon the person appointed taking the appropriate and applicable oaths of office. The motion was seconded by Mr. Rendon and carried unanimously.

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

Mrs. Garza opened the floor for nominations.

Mr. Herrera nominated Dr. Ruben Gallegos to fill the position of Mr. Ramon Champion Hinojosa. Mrs. Garza asked if there were any other nominations to fill the position. There were none. She then closed the floor to the nomination process.

A motion was made by Mr. Herrera to Approve the nominee; Dr. Ruben Gallegos to fill the Vacancy on the Board of Trustees for Texas Southmost College, Place 7. The motion was seconded by Mr. Mendez and carried unanimously.

The Board congratulated Dr. Gallegos on his new position on the Board of Trustees for Texas Southmost College.

6. Administering of Oath of Office and Statement of Appointed Officer for Newly Appointed Trustee

The Oath of Office was administered to Dr. Ruben Gallegos, by Honorable Judge Janet L. Leal of the 103rd District Court of Cameron County.

The Board recessed at 6:22 p.m. for a reception.

The Board reconvened in Regular Session at 7:03 p.m.

7. Public Comment

There were no public speakers.

8. President's Report

Mrs. Garza called on Dr. Rodriguez to give the report. Dr. Rodriguez stated that enrollment for Fall 2017 was at 3,800, a 5.5% increase over Fall 2016. Dual Enrollment is projected for Fall 2017 at about 3,000 students.

Dr. Rodriguez reported that the interviews for the Vice President of Instruction are scheduled for Friday, September 1, 2017 and Friday, September 8, 2017. He stated that there will be an Open Forum at 12 p.m. tomorrow for the first candidate and at 12 p.m. the following Friday for the second candidate.

This concluded his report.

9. Consideration and Approval of the Minutes of the Regular Meeting of July 27, 2017 and Special Meeting of August 10, 2017

Mr. Herrera asked for a clarification on the minutes of August 10, 2017. He would like to make a motion to amend the minutes to state the names of all

the Board Members who voted for the contract for the On-line Tutoring Services and to state that Dr. Garcia voted against this contract.

A motion was made by Mr. Herrera to approve the minutes of July 27, 2017, Regular Meeting and amend the minutes of the August 10, 2017, Special Meeting. The motion was seconded by Mr. Mendez and carried unanimously.

10.Presentation of the Sunrise Rotary Club Scholarship

Mrs. Garza called on Mrs. Melinda Rodriguez, Vice President of Institutional Advancement & Workforce Training, to present the item. Mrs. Rodriguez presented Mr. Lizandro Garcia, on behalf of Sunrise Rotary who is making a donation to TSC students. Mr. Garcia presented the Board a check from Sunrise Rotary to Texas Southmost College in the amount of \$7,000.00. Mrs. Rodriguez then addressed the Board to share with them how the Rotary raised the scholarship. She explained that the Rotary gave their time and worked the carnival parking during the Charro Days festivities. These citizens work for the community and advocate for TSC's educational mission. Mr. Mendez thanked the Sunrise Rotary Club for their scholarship donation. Dr. García mentioned he was proud of being a charter member of Sunrise Rotary. Mrs. Garza also thanked the club for believing in TSC.

11.Academic Subcommittee Report

Mrs. Garza called on Mr. Herrera to present the report. Mr. Herrera stated that the Academic Subcommittee met and took into consideration the Approval for Affiliation Agreements with Spanish Meadows and Valley Grande Health and Rehabilitation Center. Mr. Herrera said the Committee felt it was in the best interest of the College to accept the Affiliation Agreements as presented. He stated that another item considered for Approval was the Agreement with TSC and Cameron County. He said that this entails the use of the Cameron County Airport to train future police officers for their driving skills. It is the recommendation of the Committee to approve such agreements with Spanish Meadows, Valley Grande Health and Rehabilitation Center and Cameron County.

A motion was made by Mr. Herrera to Approve the Affiliation Agreements with Spanish Meadows, Valley Grande Health and Rehabilitation Center, and the Agreement with TSC and Cameron County. The motion was seconded by Dr. Zavaleta and carried unanimously.

12. Budget/Finance Subcommittee Report

Mrs. Garza called on Dr. Zavaleta to present the report. Dr. Zavaleta stated that the Budget/Finance Subcommittee Report had met and was asking for Approval of 12a.1 Ellucian, Inc. – Colleague Software License Maintenance Fees, 12a. 2 Texas Association of School Board – Worker’s Compensation Insurance Services, 12a. 3 American Surveillance – Campus Security Services, 12a. 4 Patillo, Brown & Hill, LLP – Annual Financial Auditing, 12a. 5 Marcis and Associates, Inc. – Campus Custodial Services, 12a. 6 Labatt Food Services – Food Products for Child Care Center.

A motion was made by Dr. Zavaleta to Approve items 1, 2, 3, 4, 6 and to table item 5. The motion was seconded by Mr. Herrera and carried unanimously.

13. Consideration and Approval of the Texas Southmost College District Proposed Budget for Fiscal Year 2017-2018

Mrs. Garza called on Dr. Zavaleta to present the item. Dr. Zavaleta stated that the Budget/Finance Subcommittee met regarding the Texas Southmost College District Proposed Budget for Fiscal Year 2017-2018.

FY 2017-2018 Salaries and Benefits

- **The FY 2017-2018 Salaries and Benefits;**
- **The Salary Schedule; and**
- **Authority for the President to set individual salaries and sign contracts.**

A motion was made by Dr. Zavaleta for the 2017-2018 Salaries and Benefits, with a 2% cost of Living Increase for Staff and a Step raise for Faculty; the Salary Schedule which keeps all Positions the same as the 2016 – 2017 Salary Schedule that was based on the MGT of Americas, Salary Compensation Study Conducted Mid-Year 2016, except to add two Positions, 1) Director of the Degree of Associate Nursing and 2) Senior Grant Writer; to Authorize the President to set Individual Salaries and Sign Contracts as needed throughout the Year and to Authorize the President to assign Staff Stipends necessary for the Fiscal Year 2017-2018. The motion was seconded by Mr. Herrera and carried unanimously.

FY 2017-2018 Budget Resolution

Be it resolved by the Board of Trustees of the Texas Southmost College District that the Texas Southmost College Budget for Fiscal Year 2017-2018 in the amount of \$42,163,996 comprised of the following amounts:

\$ 33,302,080 - Education and General Fund

\$ 6,919,796 - Debt Service Fund

\$ 1,942,120 - Auxiliary Fund

be approved, and that a certified copy of the budget be filed with the state agencies as required by law and that said budget be included by reference in its entirety as a part of the minutes of this meeting.

A motion was made by Dr. Zavaleta to Approve the Budget as presented and approve the Budget Resolution. The motion was seconded by Mr. Herrera and carried unanimously.

Tax Exemptions for Certain Disabled and Senior Citizens

Be it so ordered by the Board of Trustees of the Texas Southmost College District that all ad valorem tax exemptions comply with state law and are as noted below:

Disabled Veterans	30%	\$ 5,000
	50%	7,500
	70%	10,000
	100%	12,000
Other Disabled Persons		Tax Freeze
Persons over Age 65		Tax Freeze

A motion was made by Dr. Zavaleta to Approve the Fiscal Year 2017-2018 Exemptions Resolution, as presented. The motion was seconded by Mr. Herrera and carried unanimously.

14. Consideration and Adoption of 2017 Texas Southmost College District Ad Valorem Tax Rates

Chair, Mrs. Garza called on Mr. Santos Alarcon, Vice President for Finance and Administration, to present the item. Mr. Alarcon read the FY 2017-2018 Tax Rate Resolution.

A motion was made by Mr. Rendon to adopt a resolution of the Maintenance and Operations tax rate of \$0.119310 and a debt tax rate of \$0.043097 per \$100 of valuation, as presented. The motion was seconded by Dr. García and carried unanimously.

15. Executive Session

The Board convened in Executive Session at 7:31 p.m.

The Board reconvened in Regular Session at 7:43 p.m.

16. Action on Executive Session Matters

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.

No action was taken.

Deliberation on Personnel Matters, Section 551.074, Texas Government Code.

No action was taken.

17. Proposed Meeting Dates

Thursday, September 21, 2017

Regular Board Meeting

Thursday, October 19, 2017

Regular Board Meeting

Adjournment

The meeting was adjourned by Chair Mrs. Garza at 7:45 p.m.