



Texas Southmost College

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TEXAS SOUTHMOST COLLEGE DISTRICT

Regular Meeting of the Board of Trustees

May 15, 2025

The Board of Trustees of the Texas Southmost College District convened in open session on May 15, 2025 at 5:30 p.m. Board Members present were Ms. Adela Garza, Chair; Dr. Norma Lopez Harris, Secretary; Ms. Alejandra Aldrete; Mr. Edgar Garcia; and Mr. Edward Camarillo. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College. Absent were Ms. Delia Saenz, Vice Chair, and Dr. Tony Zavaleta.

REGULAR MEETING MINUTES

1. Call to Order

The meeting was called to order by Chair Garza at 5:30 p.m. She called role and confirmed a quorum.

2. Pledges of Allegiance

Mr. Juan Zapata, TSC student, led the United States Pledge of Allegiance and the Texas Pledge of Allegiance.

3. Public Comment

Chair Garza asked if there were any speakers signed up for public comment.

Mr. Alan Moreno Salazar addressed the Board of Trustees. He congratulated the Trustees on the upcoming graduation ceremony and shared some highlights of the spring semester, which included recognition ceremonies from the TSC Student Leadership Academy and student organizations. He thanked the Student Life Department for developing the events and encouraged the college to host additional events, through which students can continue to interact with the President and Board of Trustees.

4. Chairwoman's Report

Chair Garza presented the following items:

Mariachi Festival

Chair Garza reported that TSC hosted an amazing TSC Mariachi Festival last month. She thanked Dr. Garcia for her leadership in convening an extensive team to produce the event. She also thanked Vice Chair Saenz, Secretary Lopez Harris, and Trustee Garcia for attending.

Fireside chat with Vicente Fox

On April 28th, BCI Organized a Fireside Chat with Vicente Fox, the former President of Mexico, at the TSC Performing Arts Center. The event kicked off RGV Startup Week, which celebrated entrepreneurship and innovation in the Rio Grande Valley. Chair Garza thanked Vice Chair Saenz, Secretary Lopez Harris, Trustee Camarillo, and Trustee Garcia, for joining her in participating in the event and showing off the facility.

Graduate accolades

Chair Garza shared that she heard from a graduate in the community who asked that she let Ms. Maggie Solis know how much her students appreciate her. Chair Garza attended an event where she was able to observe, first-hand, Ms. Solis's dedication in assisting students, and she was pleased to pass along the positive feedback.

5. President's Report**BEAT Meet and Greet**

TSC held an Industry Partner Meet-and-Greet this month, led by the Business, Engineering, Architecture, and Technology, or, BEAT, Division, under the leadership of Dr. Emma Miller. During the event, TSC was able to learn more from industry partners about how to strengthen ongoing collaboration, as well as provide participants with a networking space. President Rodríguez thanked Chair Garza and Secretary Lopez Harris for participating in the event and networking with industry colleagues.

Fitness Court Ribbon Cutting

Earlier this month, TSC dedicated a new fitness court, which was a collaboration between Texas Southmost College, Blue Cross/Blue Shield, and the National Fitness Campaign. The installation of the fitness court supports TSC's ongoing efforts to enhance the student experience and strengthen community connections. President Rodríguez extended thanks to Dr. Stella Garcia, who provided leadership for the initiative, as well as Dr. Armando Ponce and his team for the exceptional demo of the space by the soccer players. He also thanked Chair Garza and Secretary Lopez Harris for coming out to participate in the ribbon cutting.

Mock Trial Competition

President Rodríguez said this year's Criminal Justice program mock trial event provided students with a simulated experience of the legal process, fostering critical thinking, public speaking, and analytical skills. This year, students from the paralegal and sociology programs joined in the event, which was held in the Ruben Herrera, J.D. Legal Center. He said that the mock trial was well done, and that he and Vice Chair Saenz were in great suspense to learn the verdict from the jury. President Rodríguez congratulated Dr. Alves and his faculty for providing such an enriching experience for students.

End-of-year celebrations

The TSC campus community continued to host a number of end-of year celebrations. Included among the many events were:

- Student and Faculty Spring Music Recital
- Soccer signing ceremony in Los Fresnos
- Student Leadership Academy Graduation
- Bougainvillea Ball
- Student Organization Recognition
- Athletics Banquet

- The TSC Afterschool Centers on Education, our ACE program, led by Dr. Prisci Tipton, held their End-of-Year Showcase at the TSC Performing Arts Center. During the event, participants viewed displays of their creative works in the lobby, and were treated to a performance of the musical, Chicago. It was a wonderful event that packed the theater.

President Rodríguez extended his thanks to Chair Garza, Secretary Lopez Harris, and Trustee Camarillo for participating in the events, and to all of the trustees for supporting students.

Student Services Recruitment events

President Rodríguez reported that the hard-working Student Services team, led by Dr. David Plummer and Ms. Vanessa Vasquez, were ramping up recruitment for the summer and fall semesters.

- Registration Round-Up was held on April 30 – President Rodríguez thanked Chair Garza for attending the event and helping to make future Scorpions feel welcome.
- TSC has also been holding a number of campus tours for high schools within the college's service area of Cameron and Willacy Counties, as well as far away as San Isidro High School in Starr County.
- And finally, TSC continued to have a presence in the high schools, making school visits, participating in Decision Day events, and joining in parent roundtables.

Video Presentation

President Rodríguez shared a video, which highlighted college activities held in April.

President Rodríguez thanked the Board of Trustees for their continued commitment and support to the college and the communities it serves. He said he looks forward to celebrating 2025 Spring Commencement with the Trustees, students, and their loved ones, noting that it is always extremely gratifying to commemorate students' accomplishments, which is the ultimate culmination of the Scorpion Community's work together.

6. **Consideration and possible action on approval of the minutes of the following meeting:**
 - a. **Regular Meeting – April 17, 2025**

Trustee Camarillo made a motion to approve the minutes of the Regular Meeting of April 17, 2025. Trustee Aldrete seconded the motion, which passed unanimously.

7. **Finance Committee**

Chair Garza called upon Secretary Lopez Harris to present the report.

- a. **Consideration and possible action on approval for Adobe licenses annual purchases for FY2025-2026**

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said the proposed purchase would continue to provide Adobe licenses to the college. The slight increase in cost will cover the college's increased use of Adobe Sign.

Secretary Lopez Harris made a motion to approve annual purchases for adobe licenses from JourneyEd.com, Inc. through the Texas Department of Information Resources contract DIR-CPO-4451 for FY 2025-2026. Trustee Aldrete seconded the motion, which passed unanimously.

b. Consideration and possible action on approval for Microsoft software annual fees for FY2025-2026

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said the proposed purchase would continue to provide Microsoft Office licenses to the college. The increase in cost will cover the college's increased use, including the addition of other applications.

Secretary Lopez Harris made a motion to approve annual fees for Microsoft software with SHI Government Solutions through the Texas Department of Information Resources contract DIR-TSO-4092 for FY 2025-2026. Trustee Camarillo seconded the motion, which passed unanimously.

c. Consideration and possible action on approval for Network access control software & professional services annual fees for FY2025-2026

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said the proposed purchase would extend network access control software and professional services provided by Sequel Data Systems for the next fiscal year.

Chair Garza noted that the committee had done their diligence in reviewing items and asking questions during the committee meetings.

Secretary Lopez Harris made a motion to approve annual fees for network access control software & professional services with Sequel Data Systems through the Texas Department of Information Resources contract DIR-TSO-4160 and TIPS contract for FY 2025-2026. Trustee Aldrete seconded the motion, which passed unanimously.

d. Consideration and possible action on approval for computer/networking equipment and software annual purchases for FY2025-2026

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said the proposed purchase is for a renewal of the contract to purchase computer/networking equipment and software.

The board engaged in a brief discussion of the quantity of devices that will be purchased, as well as the progress towards the college's replacement schedule.

Secretary Lopez Harris made a motion to approve annual purchases for computer/networking equipment and software from CDW Government, Inc. through OMNIA contract and from Dell Marketing, LP through the Texas Department of Information Resources DIR-TSO-3763 for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

e. Consideration and possible action on approval for remote managed services annual fees for FY2025-2026

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said the proposed purchase is for a renewal of the contract for remote managed services for college servers provided by Sequel Data Systems and Shadow IT.

Secretary Lopez Harris made a motion to approve annual fees for remote managed services with Sequel Data Systems through TIPS contract for FY 2025-2026. Trustee Camarillo seconded the motion, which passed unanimously.

f. Consideration and possible action on approval for Wi-Fi hotspot devices annual fees for FY2025-2026

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said the proposed purchase is for a renewal of the contract for Wi-Fi hotspot devices provided by T-Mobile USA, Inc.

Secretary Lopez Harris made a motion to approve annual fees for Wi-Fi hotspot devices with T-Mobile USA, Inc. through the U.S. General Services Administration (GSA) for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

g. Consideration and possible action on approval for telecommunication annual services through RFP 24-14 for FY2025-2026

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said this is the first available renewal for telecommunications services with T-Mobile USA, Inc. The amount is reduced from last year because the implementation phase has been completed.

Secretary Lopez Harris made a motion to approve telecommunication annual services with T-Mobile USA, Inc. through RFP 24-14 for FY 2025-2026. Trustee Aldrete seconded the motion, which passed unanimously.

h. Consideration and possible action to rescind the award to Dell Technologies for VXRail Network Technology Replacement Equipment

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He reminded the trustees that this item had been approved during the April board meeting. Since then, it was determined that Dell had previously provided a quote that was incomplete.

Secretary Lopez Harris made a motion to rescind the award to Dell Technologies for the purchase of VXRail Network Technology Replacement Equipment in the amount of \$151,704. Trustee Camarillo seconded the motion, which passed unanimously.

i. Consideration and possible action on approval of VXRail Network Technology Replacement Equipment and Licenses purchase

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He noted that VXRail Network Technology Replacement Equipment and Licenses through GTS Technology Solutions was the lowest bid received for the IT equipment and software specified, referencing the previous item.

Secretary Lopez Harris made a motion to approve purchase of VXRail Network Technology Replacement Equipment and Licenses in the amount of \$174,997.32 from GTS Technology Solutions through DIR contract and authorize President Rodríguez to execute the purchase order contract, as presented. Trustee Camarillo seconded the motion, which passed unanimously.

j. Consideration and possible action on approval for billboard advertising annual services for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. Dr. Garcia said the proposed services for billboard advertising in excess of \$50,000 would be provided through the exempted purchasing method.

She also directed the trustees to a list of additional billboard locations, vinyl and digital, under contract with other vendors.

Secretary Lopez Harris made a motion to approve billboard advertising annual services from Lamar Texas Limited Partnership and other vendors through exempted purchasing method for FY 2025-2026. Trustee Aldrete seconded the motion, which passed unanimously.

k. Consideration and possible action on approval of television and digital advertising annual services for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. Dr. Garcia said the proposed television advertising would be provided through the exempted purchasing method. The board engaged in a brief discussion of data analytics to determine effectiveness of advertising.

Secretary Lopez Harris made a motion to approve television and digital advertising annual services with Mobile Video Tapes, Inc., NBC Universal, LLC and NexStar Broadcasting Group through exempted purchasing method for FY 2025-2026. Trustee Camarillo seconded the motion, which passed unanimously.

l. Consideration and possible action on approval for worker's compensation insurance annual contract through RFP 24-11 for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/ Chief of Staff, was called upon to present the item. Dr. Garcia said the proposed item is for a contract renewal with the Texas Association of School Board (TASB) Risk Management Fund.

Secretary Lopez Harris made a motion to approve annual contract renewal for workers compensation insurance with TASB Risk Management Fund through RFP 24-11 for FY 2025-2026. Trustee Aldrete seconded the motion, which passed unanimously.

m. Consideration and possible action on award RFP 25-09 for Campus Vending Services

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He reviewed the following RFP items: timeline, scope of work, evaluation committee, scoring tabulation, evaluation criteria, and budget and financial impact. Two vendors responded to the RFP, with El Valle Canteen earning the highest score from the committee. The board engaged in a brief discussion of self-check-out options.

Secretary Lopez Harris made a motion to award RFP 25-09 for Campus Vending Services to El Valle Canteen and authorize President Rodríguez to execute the contract, as presented. Trustee Camarillo seconded the motion, which passed unanimously.

n. Consideration and possible action on approval for printed and digital advertising annual services for FY2025-2026

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He said the proposed advertising services would be provided through the exempt purchasing method.

Secretary Lopez Harris made a motion to approve printed and digital advertising annual services with AIM Media Texas Operating, LLC through exempted purchasing method for FY 2025-2026. Trustee Aldrete seconded the motion, which passed unanimously.

o. Consideration and possible action on approval for office supplies annual purchases for FY2025-2026

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He said the proposal extends the annual contract for the purchase of office supplies.

Secretary Lopez Harris made a motion to approve annual purchases for office supplies from Office Depot through OMNIA contract for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

p. Consideration and possible action on approval for cafeteria concession annual services through RFP 20-21 for FY2025-2026 and subsequent year

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He said the proposed item extends the annual contract for cafeteria concession services.

Secretary Lopez Harris made a motion to approve cafeteria concession annual services with UMix, LLC through RFP 20-21 for FY 2025-2026 and subsequent year. Trustee Camarillo seconded the motion, which passed unanimously.

q. Consideration and possible action on approval for temporary staffing annual services through RFP 22-38 for FY2025-2026

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He said the proposed item is for a renewal of services for temporary staffing. The board engaged in a brief discussion of the frequency that temporary services are used, which Mr. Pecero said has been limited.

Secretary Lopez Harris made a motion to approve temporary staffing annual services with Laine Federal Solutions, BuzzClan, LLC, and Region Staffing through RFP 22-38 for FY 2025-2026. Trustee Aldrete seconded the motion, which passed unanimously.

r. Consideration and possible action on approval for financial advising annual services through RFQ 24-15 for FY2025-2026

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He said the proposed item renews the annual contract for financial advising services.

Secretary Lopez Harris made a motion to approve financial advising annual services with Estrada Hinojosa through RFQ 24-15 for FY 2025-2026. Trustee Camarillo seconded the motion, which passed unanimously.

s. Monthly Financial Statement Report for the month ended March 2025

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the Monthly Financial Statement Report for the month ended March 2025.

The item was for information only. No action was taken.

8. Academic Committee

Chair Garza called upon Trustee Aldrete to present the report.

a. Consideration and possible action on award RFP 25-11 for Library Services Platform

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Hernandez reviewed the following RFP items: timeline, scope of work, scoring tabulation, review criteria, and budget and financial impact. One vendor responded to the RFP.

Trustee Aldrete made a motion to award RFP 25-11 for Library Services Platform to EBSCO Information Services and authorize President Rodríguez to execute the contract, as presented. Secretary Lopez Harris seconded the motion, which passed unanimously.

b. Consideration and possible action on approval for online tutoring annual services through RFP 23-08 for FY2025-2026

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Hernandez said this is the second available renewal for services under the RFP.

Trustee Aldrete made a motion to approve online tutoring annual services with Brainfuse, Inc. through RFP 23-08 for FY 2025-2026. Trustee Camarillo seconded the motion, which passed unanimously.

c. Consideration and possible action on approval for institutional effectiveness software annual contract through RFP 24-05 for FY2025-2026

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Hernandez said this is the second available renewal for institutional effectiveness software services under the RFP.

Trustee Aldrete made a motion to approve institutional effectiveness software annual contract with Watermark Insights, LLC through RFP 24-05 for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

d. Consideration and possible action on approval for virtual classroom software annual purchases through RFP 24-04 for FY2025-2026

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Hernandez said this is the first available renewal for virtual classroom software services under the RFP. The board engaged in a brief discussion of how the tool works within the Canvass software.

Trustee Aldrete made a motion to approve virtual classroom software annual purchases with Class Technologies, Inc. through RFP 24-04 for FY 2025-2026. Trustee Camarillo seconded the motion, which passed unanimously.

e. Consideration and possible action on approval for medical simulation manikin warranty fees for FY2025-2026

Dr. Herminio Guajardo, Dean of Health Professions, was called upon to present the item. He said the proposal is for a renewal of the contract for medical simulation manikin warranty fees.

Trustee Aldrete made a motion to approve annual fees for medical simulation manikin warranty from Elevate Healthcare Inc. through the exempted purchasing method for FY 2025-2026. Secretary Lopez Harris seconded the motion, which passed unanimously.

f. Consideration and possible action on approval for nursing curriculum testing software annual fees for FY2025-2026

Dr. Herminio Guajardo, Dean of Health Professions, was called upon to present the item. He said the proposal is for a renewal of the contract to provide nursing curriculum testing services. The board engaged in a brief discussion of the safeguarding of testing information.

Trustee Aldrete made a motion to approve annual fees for nursing curriculum testing software from Assessment Technologies Institute through the exempted purchasing method for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

g. Consideration and possible action on approval for cadet equipment for Criminal Justice Institute Program annual purchases through RFP 24-08 for FY2025-2026

Dr. Angelica Fuentes, Associate Vice President of Workforce Development and Continuing Education, was called upon to present the item. She said the proposed item is for the first available renewal proposal for cadet equipment.

Trustee Aldrete made a motion to approve cadet equipment for Criminal Justice Institute Program annual purchases with Manny's Uniforms and Brewer & Associates through RFP 24-08 for FY 2025-2026. Secretary Lopez Harris seconded the motion, which passed unanimously.

h. Consideration and possible action on approval for welding gas and other consumables annual purchases through RFP 24-09 for FY2025-2026

Dr. Angelica Fuentes, Associate Vice President of Workforce Development and Continuing Education, was called upon to present the item. She said the proposed item is for the first available renewal proposal for welding gas and other consumables.

Trustee Aldrete made a motion to approve welding gas and other consumables annual purchases with Matheson Tri-Gas and Triple-S Steel Supply, LLC dba Alamo Iron Works through RFP 24-09 for FY 2025-2026. Secretary Lopez Harris seconded the motion, which passed unanimously.

9. Facilities Committee

Chair Garza called upon Trustee Camarillo to present the report.

a. Consideration and possible action on award RFP 25-07 for Campus Lawn Maintenance Services

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She reviewed the following RFP items: timeline, scope of work, scoring tabulation, review criteria, and budget and financial impact. One vendor responded to the RFP.

Trustee Camarillo made a motion to award RFP 25-07 for Campus Lawn Maintenance Services to American Cuts LLC and authorize President Rodríguez to execute the contract, as presented. Trustee Garcia seconded the motion, which passed unanimously.

b. Consideration and possible action on award RFP 25-06 for Campus Heating, Ventilation, and Air Condition Maintenance Services

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She reviewed the following RFP items: timeline, scope of work, evaluation committee, scoring tabulation, evaluation criteria, and budget and financial impact. Two vendors responded to the RFP with Gulf Mechanical Solutions, LLC receiving the highest score from the committee.

Trustee Camarillo made a motion to award RFP 25-06 for Campus Heating, Ventilation, and Air Condition Maintenance Services to Gulf Mechanical Solutions, LLC and authorize President Rodríguez to execute the contract, as presented. Trustee Garcia seconded the motion, which passed unanimously.

c. Consideration and possible action on approval for fixed asset inventory annual services through RFP 22-36 for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She said the proposed item is for the final renewal for fixed asset inventory services.

Trustee Camarillo made a motion to approve fixed asset inventory annual services with Records Consultants, Inc. through RFP 22-36 for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

d. Consideration and possible action on approval for HVAC maintenance supplies annual purchases for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She said the proposed item would renew the annual contracts for purchasing HVAC maintenance supplies.

Trustee Camarillo made a motion to approve annual purchases for HVAC maintenance supplies from Carrier Enterprise, LLC, and Insco Distributing, Inc. through Buyboard contracts for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

e. Consideration and possible action on approval for Maintenance supplies annual purchases for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She said the proposed item would renew the annual contracts to purchase maintenance supplies which are utilized by facilities and instructional departments.

Trustee Camarillo made a motion to approve annual purchases for maintenance supplies from Home Depot, and Lowe's Companies through OMNIA contracts, and Grainger Inc., through Buyboard contracts for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

f. Consideration and possible action on approval for preventive maintenance services for campus thermal plants annual services through RFP 23-11 for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She said the proposed item is for the second contract renewal for services being provided by Fox Mechanical, LLC.

Trustee Camarillo made a motion to approve preventive maintenance services for campus thermal plants annual services with Fox Mechanical, LLC through RFP 23-11 for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

g. Consideration and possible action on approval for general building renovations and minor repair annual services through RFP 23-13 for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She said the proposed item is for the second contract renewal for general building renovations and minor repair services.

Trustee Camarillo made a motion to approve general building renovations and minor repair annual services with CAMCO Industrial Sales and Services, Grand River Maintenance and Services, LLC, Signs and More, LLC, WingCo Construction, LLC, and ZIWA Corporation through RFP 23-13 for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

h. Consideration and possible action on approval for campus custodial annual services through RFP 23-18 for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She said the proposed item is for the second contract renewal for campus custodial services. The board provided positive feedback regarding the cleanliness of campus buildings.

Trustee Camarillo made a motion to approve campus custodial annual services with Pritchard Industries, Inc. through RFP 23-18 for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

i. Consideration and possible action on approval for campus security annual services through RFP 24-13 for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She reviewed the college's hybrid security model and said the proposed item is for the first contract renewal for campus security services. The board engaged in a brief discussion of the college's satisfaction with the vendor's services.

Trustee Camarillo made a motion to approve campus security annual services with Op6 Inc. through RFP 24-13 for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

j. Consideration and possible action on approval for (On-Call) Architectural and Engineering Professional annual services through RFQ 24-05 for FY2025-2026

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She said the proposed item is for contract renewals for architectural and engineering professional services.

Trustee Camarillo made a motion to approve (On-Call) Architectural and Engineering Professional annual services with Gomez Mendez Saenz, Inc., GOERO International LLC dba ERO Architects, Millennium Engineers Group, Ethos Holistique Holdings, LLC dba Ethos Engineer, Green, Rubiano & Associates, Inc., Halff Associates, Inc., Gignac & Associates, LLP, ROFA Architects, Inc., ORANGE MADE LLC, Negrete Kolar Architects LLP, Tom Green and Company Engineers, Inc., Amtech Solutions, Inc., DBR Engineering Consultants, Inc., Brown Reynolds Watford Architects, N. Martinez & Associates, Inc., and Sam Garcia Architect, LLC through RFQ 24-05 for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

k. Facilities Update

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff was called upon to present the item. She provided an update on the PUB water tower demolition, which is expected to begin at the end of June 2025.

The item was for information only. No action was taken.

10. Student Services Committee

Chair Garza called upon Secretary Lopez Harris to present the report.

a. Consideration and possible action on award RFP 25-12 for Soccer Field Canopy

Dr. David Plummer, Vice President of Student Development, and Dr. Armando Ponce, Executive Director of Athletics and Civility, were called upon to present the item. Dr. Ponce reviewed the RFP timeline, scope of work, evaluation committee, scoring tabulation, evaluation criteria, and budget and financial impact. Three vendors responded to the RFP, with Signs and More, LLC receiving the highest score from the committee. The board engaged in a brief discussion of the proposed canopy style and proper shade coverage.

Secretary Lopez Harris made a motion to award RFP 25-12 for Soccer Field Canopy to Signs and More, LLC in the amount of \$76,589, plus five percent contingency to cover unforeseen events and authorize President Rodríguez to execute the contract, as presented. Trustee Garcia seconded the motion, which passed unanimously.

b. Consideration and possible action on approval for Athletic supplies and equipment annual purchases for FY2025-2026

Dr. David Plummer, Vice President of Student Development, and Dr. Armando Ponce, Executive Director of Athletics and Civility, were called upon to present the item. Dr. Ponce said the proposed item is to renew annual contracts for the purchase of athletic supplies and equipment.

Secretary Lopez Harris made a motion to approve annual purchases for athletic supplies and equipment from BSN Sports through Buyboard contract for FY 2025-2026. Trustee Garcia seconded the motion, which passed unanimously.

c. Consideration and possible action on agreement renewal with City of Brownsville/Multimodal Transportation to provide transportation services to Texas Southmost College students

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He said the proposed item is for a renewal of the interlocal agreement to provide public transportation free of charge to TSC students, as well as a specialized route from the Fort Brown campus to ITECC. The board engaged in a brief discussion of potential cost increases.

Secretary Lopez Harris made a motion to approve interlocal annual agreement with City of Brownsville/Multimodal Transportation to provide transportation services to Texas Southmost College students to and from the College campus as well as all routes of the Brownsville Metro in the amount of \$95,937 for FY 2025-2026 and authorize President Rodríguez to execute the agreement. Trustee Garcia seconded the motion, which passed unanimously.

11. Policy Committee

Chair Garza called on Trustee Aldrete to present the report.

a. Consideration and possible action to approve the revisions to the following LOCAL policies:

DGC (LOCAL) - Employee Rights and Privileges: Employee Expression and Use of College Facilities

DIAB (LOCAL) - Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics

DJ (LOCAL) - Assignment, Work Load, and Schedules

DK (LOCAL) - Professional Development

DMAA (LOCAL) - Term Contracts: Termination Mid-Contract

DMC (LOCAL) - Termination of Employment: Reduction in Force

Mr. Frank Perez, Board Legal Counsel, was called upon to present the item. He provided an overview of proposed changes to the following policies:

- DGC -- Employee Rights and Privileges: Employee Expression and Use of College Facilities; includes Vice President title update
- DIAB -- Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics; includes new American Disabilities Act coordinator's contact information.
- DJ -- Assignment, Work Load, and Schedules; includes revisions at transfer of At-Will Employees, salary information moved to DEA Local, and faculty orientation information moved to DK Local.
- DK -- Professional Development; includes faculty orientation information moved from DK.

- DMAA -- Term Contracts: Termination Mid-Contract; includes clarifying revisions.
- DMC -- Termination of Employment: Reduction in Force; includes clarifying revisions.

The board engaged in a brief discussion regarding compensation for faculty overloads.

Trustee Aldrete made a motion to approve the following LOCAL policies: DGC, DIAB, DJ, DK, DMAA, and DMC. Secretary Lopez Harris seconded the motion, which passed unanimously.

b. Acknowledgement of TASB Legal Update 49

Mr. Frank Perez, Board Legal Counsel, was called upon to present the item. He said the purpose of the item is to affirm the board's receipt of the updated legal policies.

Trustee Aldrete made a motion to acknowledge Legal Update 49. Secretary Lopez Harris seconded the motion, which passed unanimously.

12. Executive Session

The Board convened in Executive Session at 7:07 p.m.

The Board reconvened in Open Session at 8:28 p.m.

13. Action on Executive Session Matters

a. Consultation with Attorney on Pending or Contemplated Litigation, Section 551.071 Texas Government Code

No action was taken.

b. Consultation with Attorney on Pending Real Estate Issues, Section 551.072 Texas Government Code

Resolution by City of Brownsville, Texas on interlocal agreement on transfer of Amphitheater

Trustee Garcia made a motion to accept the transfer of title to the amphitheater from the City of Brownsville to Texas Southmost College District and authorize President Rodríguez, Texas Southmost College, and board counsel, to negotiate any terms of use for that facility. Trustee Camarillo seconded the motion, which passed unanimously.

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

Discussion FY 24-25 Salary Schedule

Trustee Aldrete made a motion to approve the changes to the TSC Salary Schedule for FY 24-25, as discussed in executive session. Secretary Lopez Harris seconded the motion, which passed unanimously.

d. Deliberation regarding security devices or security audits; Section 551.089 CLOSED MEETING.

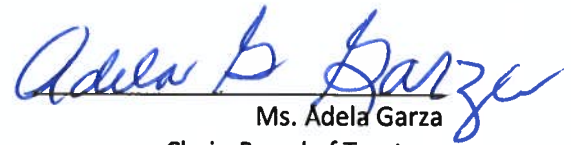
No action was taken.


14. Announcement of Proposed Meeting Dates

- a. Regular Board Meeting – Thursday, June 26, 2025, 5:30 p.m.
- b. Regular Board Meeting – Thursday, August 21, 2025, 5:30 p.m.

15. Adjournment

Trustee Camarillo made a motion to adjourn. Trustee Aldrete seconded the motion, which passed unanimously. The meeting was adjourned at 8:30 p.m.


Ms. Adela Garza
Chair, Board of Trustees


Dr. Norma Lopez Harris
Secretary, Board of Trustees

The video recording of the Special Board of Trustees meeting held on May 15, 2025 is available on the TSC.EDU website. These minutes were prepared by Dr. Angela K. McCauley, Chief Institutional Editor and Special Projects. Videotaping of the Board of Trustees' meetings began on April 11, 1996.