



TEXAS SOUTHMOST COLLEGE DISTRICT

THE UNIVERSITY OF TEXAS AT BROWNSVILLE and TEXAS SOUTHMOST COLLEGE

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JOE G. RIVERA  
COUNTY CLERK

Official Notice of the

**Texas Southmost College District  
Regular Meeting**

**for  
December 17, 2009**

Posted

December 14, 2009

**Board of Trustees**

*David G. Oliveira*

*Chair*

*Eduardo A. Campirano*

*Vice Chair*

*Roberto Robles, M.D.*

*Secretary*

*Adela G. Garza*

*Chester Gonzalez*

*Rosemary Breedlove*

*René Torres*

**UTB/TSC President**

*Juliet V. Garcia, Ph.D*

The Board of Trustees of the Texas Southmost College District will convene **Thursday, December 17, 2009, at 5:30 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**

**Introduction** of New Provost  
Dr. Alan Artibise

**Introduction** of New Vice President  
for Research

**Introduction** of Houston Endowed  
Chair, Dr. Luis Colom

**2 Acceptance of Gift and Resolution**  
Consideration and possible action on:

**Adoption** of Resolution Naming The  
Arts Center Box J the "Dr. Asim Zamir  
Box"

**3 Resolutions**  
Consideration and possible action on:

**Adoption** of Resolution Supporting  
Chancellor Cigarroa's Vision Statement

**Adoption** of Resolution on Naming of New Buildings Including the University Boulevard Library, the University Boulevard Classroom Building, the Recreation, Education, Kinesiology Center, the Arts Center, and the Center for Early Childhood Studies

**4 Board Briefing**

**Study** Abroad Programs  
Dr. Suzanne Lalonde, Assistant Professor, Modern Languages

**5 Speakers to Agenda Items and Public Discussion**

**6 Approval of Minutes of Previous Meetings**

Consideration and possible action on:

**Regular** Meeting, November 19, 2009

**7 Imagine Brownsville Comprehensive Plan**

Consideration and possible action on:

**Approval** of a Memorandum of Understanding for Establishing the Foundation of the Imagine Brownsville Planning Coordination Board as the Entity Responsible for Coordinating the Implementation of the Imagine Brownsville Comprehensive Plan

**Authorizing** Approval of Execution of a United Brownsville BorderPlex Proclamation, A Proclamation Uniting the Public Institutions of the Brownsville BorderPlex to Work Together to Implement the Imagine Brownsville Comprehensive Plan

**8 Appointment of Committee Delegates**

**Appointment** of a Special Audit Committee

**9 Executive Session**

as provided by Government Code, Chapter 551.071 and .072

**Real Estate**

**Utility** Easements to the Brownsville Public Utilities Board for the Research Zone

**Acceptance** of Bid to Purchase A 4.7595 Acre Tract of Land out of a Certain 24.646 Acre Tract of Land Referred to as "Raymondville Plaza" Generally Located at 125 N. Expressway 77, Raymondville, Willacy County, Texas, out of Lot 13, Section 47, Gulf Coast Irrigation Company Subdivision, Willacy County, Texas

**Legal Matters**

**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.

**10 Consideration and possible action on matters discussed in Executive Session**

**Real Estate**

**Utility** Easements to the Brownsville Public Utilities Board for the Research Zone

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**Legal Matters**

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**11 Business Affairs Partnership Committee**  
Consideration and possible action on:

**Report**  
**Approval** of Budget Amendments

**12 Academic Affairs Partnership Committee**  
Consideration and possible action on:

**Report**  
**Approval** to Re-Name the Academic Affairs Partnership Committee to the Academic Affairs & Research Partnership Committee

**13 District Elections**

Consideration and possible action on:

**Appointment** of Agent for District Elections: May 8, 2010

**14 Fourth Quarter Financial Statements and Investment Report**

**15 Construction Report**

**Commissary** Building, Science & Technology Learning Center

**16 President's Report**

**Commencement** Scheduled for December 19<sup>th</sup>, Athletics Update, Recreation, Kinesiology and Education Building Dedicated, Science and Technology Learning Center Topping-Out Ceremony Celebrated, Higher Ground Entertainment Produces Brownsville Chess Documentary, UTB/TSC to Host Pan American Chess Tournament, UTB/TSC Hosts Annual Senior Days Music Showcase, Architecture Students Propose Design for Harlingen Park, University/School District Partner to Send Kids to the Movies

**17 Proposed Meeting Dates**

Board Meetings:

**Thursday**, January 21, 2010

**Thursday**, February 25, 2010

**Thursday**, March 18, 2010

**Adjournment**

THE STATE OF TEXAS §  
COUNTY OF CAMERON §

TEXAS SOUTHMOST COLLEGE DISTRICT  
RESOLUTION

*WHEREAS*, Dr. Asim Zamir is an outstanding friend of The University of Texas at Brownsville and Texas Southmost College; and

*WHEREAS*, Dr. Asim Zamir has been strong a strong advocate for students through support of programs that benefit students and the community; and

*WHEREAS*, Dr. Asim Zamir is dedicated to the development of the fine arts in the community and believes strongly that all people should have the opportunity to experience high quality education, performances and programming; and

*WHEREAS*, Music education and the visual and performing arts at The University of Texas at Brownsville and Texas Southmost College and in the Rio Grande Valley will be nurtured in The Arts Center for many years to come;

*NOW THEREFORE, BE IT RESOLVED* by the Board of Trustees of the Texas Southmost College District that Box J in The Arts Center will be named “The Dr. Asim Zamir Box.”

*ADOPTED this 17th day of December 2009.*

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David Oliveira  
Chair, Board of Trustees

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

**THE STATE OF TEXAS §**

**COUNTY OF CAMERON §**

**TEXAS SOUTHMOST COLLEGE DISTRICT**

**RESOLUTION**

**A Resolution in Support of Chancellor’s ‘Vision for The UT System’**

**WHEREAS**, Dr. Francisco G. Cigarroa, Chancellor of The UT System, provided his vision for The UT System to the Board of Regents in August 2009; and

**WHEREAS**, Dr. Cigarroa notes that “the United States has tied its national pride to the power of higher education to forge a better society;” and

**WHEREAS**, the Chancellor says that through “our collaborative efforts, channeling energized creativity guided by classical wisdom, The University of Texas System will seize the moment and transcend the issues of our time;” and

**WHEREAS**, all UT System institutions will lead the way to provide solutions to today’s problems; and

**WHEREAS**, all UT Systems institutions need to strive for excellence; and

**WHEREAS**, by working together, the UT System can develop partnerships between its campuses to improve and expand programs; and

**WHEREAS**, as Dr. Cigarroa says, “UT must be at the forefront of addressing the tremendous opportunities of our border campuses. If we do not do this correctly, Texas will certainly suffer;”

**NOW, THEREFORE, BE IT RESOLVED**, this 17th day of December, 2009, that the Board of Trustees of the Texas Southmost College District hereby agrees with and supports Dr. Cigarroa’s vision for The UT System.

**PASSED AND ADOPTED THIS 17th DAY OF DECEMBER 2009.**

\_\_\_\_\_  
David G. Oliveira  
Chair

\_\_\_\_\_  
Eduardo A. Campirano, Vice Chair

\_\_\_\_\_  
Roberto Robles, M.D., Secretary

\_\_\_\_\_  
Chester Gonzalez, Trustee

\_\_\_\_\_  
Rosemary Breedlove, Trustee

\_\_\_\_\_  
Adela Garza, Trustee

\_\_\_\_\_  
René Torres, Trustee

\_\_\_\_\_  
Juliet V. García, Ph.D.  
UTB/TSC President

**THE STATE OF TEXAS §**

**COUNTY OF CAMERON §**

**TEXAS SOUTHMOST COLLEGE DISTRICT**

**RESOLUTION**

**A Resolution Naming New Buildings on Fort Brown Campus**

**WHEREAS**, in November 2004 the Texas Southmost College taxing district voted for a \$68 million bond package to build new facilities on UTB/TSC's Fort Brown Campus.; and

**WHEREAS**, the now completed buildings need official names; and

**WHEREAS**, the Recreation, Education, and Kinesiology Center was built to house Health and Human Performance classrooms and labs, and to provide a fitness facility for students, faculty, and staff; and

**WHEREAS**, the University Boulevard Classroom Building provides medium and large lecture halls to accommodate growing enrollment; and

**WHEREAS**, the University Boulevard Library, the university's second library, provides much needed stack and study space; and

**WHEREAS**, The Arts Center was built to provide our growing music program with practice studios and an acoustically correct performance hall; and

**WHEREAS**, the Center for Early Childhood Studies was built to serve 3-to-5-year-old children while providing hands-on learning for UTB/TSC education students;

**NOW, THEREFORE, BE IT RESOLVED**, this 17th day of December 2009, that the Board of Trustees of the Texas Southmost College District hereby will call its newly constructed buildings the Recreation, Education, and Kinesiology Center; the University Boulevard Classroom Building; the University Boulevard Library; The Arts Center; and the Center for Early Childhood Studies.

**PASSED AND ADOPTED THIS 17th DAY OF DECEMBER 2009.**

\_\_\_\_\_  
David G. Oliveira  
Chair

\_\_\_\_\_  
Eduardo A. Campirano, Vice Chair

\_\_\_\_\_  
Roberto Robles, M.D., Secretary

\_\_\_\_\_  
Chester Gonzalez, Trustee

\_\_\_\_\_  
Rosemary Breedlove, Trustee

\_\_\_\_\_  
Adela Garza, Trustee

\_\_\_\_\_  
René Torres, Trustee

\_\_\_\_\_  
Juliet V. García, Ph.D.  
UTB/TSC President

## **Texas Southmost College District**

### Minutes of the Regular Meeting of the Board of Trustees

November 19, 2009

The Board of Trustees of the Texas Southmost College District convened in open session on November 19, 2009, at 5:30 p.m., in the Board Room of Gorgas Hall, The University of Texas at Brownsville/Texas Southmost College. Board members present were David Oliveira, Chair; Eduardo A. Campirano, Vice Chair; Dr. Roberto Robles, Secretary; Chester Gonzalez; Adela G. Garza; and René Torres. Also present was Dr. Juliet V. García, President of The University of Texas at Brownsville/Texas Southmost College. Board member Rosemary Breedlove was absent.

#### **Call to Order**

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

#### **1. Announcement**

Dr. David Pearson, Vice President for Partnership Affairs, announced that Texas Southmost College received a Certificate of Achievement for Excellence in Financial Reporting for the second year in a row. Dr. Pearson introduced Melba Sanchez, Assistant Vice President for Finance. Ms. Sanchez noted that the way the Board conducts business, which has been with the highest ethical standards, was why TSC was able to earn this recognition. Ms. Sanchez recognized the efforts of employees of the TSC Finance Office, including Nancy Saldaña, Rosa Rodriguez, Zoila Vasquez, Claudia Cortina, Orlando Ruiz, and Julieta Ontiveros, and accounting personnel at the Physical Plant, Sylvia Hernandez and Edgar Velador. Ms. Sanchez also thanked the UTB Business Affairs Division, which is led by Rosemary Martinez, and Long Chilton, with its partners Carlos Barrera and Juan Mendoza.



Dr. Pearson announced that UTB/TSC was recognized by the Professional Grounds Management Society for having some of the best-maintained grounds in the country. UTB/TSC was the Grand Award Winner in the Urban University category. Dr. Pearson noted that the focus that UTB/TSC places on open spaces, use of native plants, layering of plants, and use of plants to soften hardscapes and connect areas, has been encouraged by the university's landscape master plan and adopted with great success by Physical Plant's grounds crew. He introduced Allen Peakes, Assistant Vice President for Facilities Services, who congratulated Larry Neuburg, the Superintendent for Grounds Maintenance, and all of the grounds crew members for their efforts and attention to detail. Mr. Peakes noted that previous winners of this award include the Smithsonian, Disneyland, the Texas State Capitol, Duke University, the George H. W. Bush Presidential Library, Cal Tech, and The University of Texas at Austin. Mr. Peakes then introduced Mr. Neuburg, who recognized grounds crew leaders Juan Morales, Albert Ruiz, and Rafael Ruiz. Mr. Neuburg said the dedication of the crew leaders and grounds crew is why the campus is so beautiful. He also thanked Cheryl Taylor from News and Information for an article she wrote about the university's landscaping and Job Benavidez and Andrew Keese from the Office of the Vice President for Partnership Affairs for their help in submitting the application for the award.

Chairman Oliveira announced that *Time* magazine had listed Dr. García as one of the Top 10 university presidents in the country. Mr. Oliveira said it is good that the rest of country is now learning what we in this community already know about Dr. García. He said Dr. García has always commanded a lot of respect in Austin, but now that she has earned this prestigious recognition, she will command it even more since no one else in the state made it on the list. Dr. García replied that it was a great privilege and surprise to get the recognition. She said her honor was made possible because of the quality and effort of the people at the university. She said her recognition is actually the university's honor.

## **2. Acceptance of Gift and Resolution**

### **Consideration and Possible Action on Adoption of Resolution Naming The Arts Center Box E the "Richard & Elka Jaross Box"**

Dr. Ruth Ann Ragland, Vice President for Institutional Advancement, announced the acceptance of a gift from Elka and Richard Jaross. She read a short biography of the couple, who have been advocates of education, theater, and music in the community. Dr. Ragland thanked the couple for their generous donation.

**A motion was made by Dr. Robles to adopt the resolution naming The Arts Center Box E the “Richard & Elka Jaross Box,” as presented. The motion was seconded by Ms. Garza and carried unanimously. *Exhibit “A”***

### **3. Resolutions**

#### **Consideration and Possible Action on Adoption of Resolution Honoring Service and Contributions of William H. Cunningham**

Chairman Oliveira said Dr. William Cunningham served as Chancellor of the UT System at a critical juncture for UTB/TSC, and was important in helping UTB/TSC gain four-year status and entering into a 99-year agreement between UTB and TSC. Chairman Oliveira then read the resolution honoring Dr. Cunningham for his service and thanked him for his many contributions to education in the state and to UTB/TSC.

**A motion was made by Mr. Campirano to adopt the resolution honoring Dr. Cunningham for his service as Chancellor of the UT System as presented. The motion was seconded by Mr. Gonzalez and carried unanimously. *Exhibit “B”***

#### **Consideration and Possible Action on Adoption of a Resolution in Support the Big Read Program**

Dean of Instructional Support Doug Ferrier introduced John Hawthorne, Assistant Director of the Oliveira Library. Mr. Hawthorne, who is leading the university's Big Read program, said this year's featured book is *Fahrenheit 451*. He said the program promotes reading throughout the UTB/TSC service area, including Matamoros. Mr. Hawthorne then introduced U.S. Consul General to Matamoros Michael Barkin, who said he was impressed with the university's efforts. Chairman Oliveira read the resolution supporting the Big Read program.

**A motion was made by Ms. Garza supporting the Big Read program, as presented. The motion was seconded by Dr. Robles and carried unanimously. *Exhibit “C”***

#### **4. Approval of Minutes of Previous Meeting**

##### **Consideration and Possible Action on Minutes of Regular Meeting on September 30, 2009**

**A motion was made by Mr. Gonzalez to approve the minutes of the regular meeting on September 30, 2009. The motion was seconded by Mr. Torres and carried unanimously.**

#### **5. Board Briefing**

Dr. Vince Solis, Associate Vice President for Student Affairs, gave an update on Scorpion Athletics, which has won three Red River Athletic Conference championships, including women's and men's soccer and women's volleyball. Solis noted that women's soccer is 23-5-1 over the last three seasons against opponents in the Red River conference. In 2009, five players were named to the All-Conference First Team, including Defensive Player of the Year Jodie Hunter. Dr. Solis said the men's soccer team, which is ranked fourteenth nationally in the NAIA, is 30-0-0 over the last three seasons against Red River opponents. In 2009, seven players were named to the All-Conference First Team, including Defensive Player of the Year Brian Hardie and Newcomer of the Year Mario Perez. Solis said the volleyball team, which is ranked ninth in the nation, is 18-0-0 in conference play this year. Four of the players were named to the All-Conference First Team, including Player of the Year Arlene Ferriera, Setter of the Year Daianarah Bracero, Freshman of the Year Val Caboclo, and Newcomer of the Year Judy Boel.

Dr. Solis also noted that the three head coaches of the previously mentioned teams—Nik Barjaktarevic, women's soccer; Dan Balaguero, men's soccer; and Todd Lowery, women's volleyball—were all named Red River Athletic Conference Coach of the Year in their respective sports.

Dr. Luis Colom, Interim Vice President for Research, talked about the growth in research expenditures at the university. He said in 1991, the university only spent about \$19,000 on research. In 2002, that number topped the \$1 million mark. By 2009, research expenditures had surpassed \$6 million. He said since September 1, 2009, the university has received 14 new grants totaling more than \$13 million. Of that, \$11.5 million were research grants. Dr. Colom mentioned that the university received a \$5 million grant from NASA supporting the Center for Gravitational Wave Astronomy and a \$3 million grant from the National Center on Minority Health and Health Disparities supporting the Center for Biomedical Research. The university is not resting on its accomplishments, though; since September 1, UTB/TSC has applied for more than \$14 million in additional grants.

Dr. Colom introduced Dr. Mikhail Bouniaev, Dean of the College of Science, Mathematics, and Technology, who emphasized the need for a proactive approach during tough economic times. Dr. Bouniaev said since August 1, 2009, the college has received \$4.44 million in new grants and has \$11.21 million in grants pending. Dr. Bouniaev introduced Dr. Jude Benavides, Assistant Professor in the Department of Chemistry and Environmental Sciences. Dr. Benavides provided an overview of Bahia Grande wetland restoration project. Because of grants, the university has been able to contribute to the restoration of this area, which has reduced the health hazards from dust storms and provided an important research laboratory for both faculty and students. Now a pending grant may allow for the widening of the channel into the Bahia Grande, which will begin the second major phase of its restoration and provide additional research opportunities.

## **6. Executive Session**

as provided by Government  
Code, Chapter 551.071, .072

**The Board convened in Executive Session at 7:20 p.m.**

**The Board reconvened in Regular Session at 8:15 p.m.**

## **7. Consideration and Possible Action on Matters Discussed in Executive Session**

**Contract and Resolution for Purchase  
of Lots 19 and 20, Block 12, Colonia Alta Vista  
Subdivision, Brownsville, Texas**

**A motion was made by Mr. Gonzalez to approve the contract and resolution for the purchase of Lots 19 and 20, Block 12, Colonia Alta Vista Subdivision, Brownsville, Texas, for \$80,000, as presented. The motion was seconded by Mr. Torres and carried unanimously. *Exhibit "D"***

**Change Order and Related  
Documents in Connection with the Recreation,  
Education, and Kinesiology Center**

**A motion was made by Mr. Torres to table approval of the change order and related documents in connection with the Recreation,**

**Education, and Kinesiology Center. The motion was seconded by Ms. Garza and carried unanimously. *Exhibit "E"***

## **8. Physical Facilities Committee**

Chairman Oliveira called on Mr. Gonzalez to give the report from the Physical Facilities Committee, which recommended:

### **Approval of Funding Allocation for Capital Projects**

**A motion was made by Mr. Gonzalez to approve the funding allocation for capital projects, as presented. The motion was seconded by Ms. Garza and carried unanimously. *Exhibit "F"***

### **Approval of Guaranteed Maximum Price for Skanska USA for the Oliveira Library Renovation**

Mr. Gonzalez said the guaranteed maximum price had been reviewed by the project managers and the architect. He explained that the library renovation was needed to provide a functional layout for student support services and to add to special collections, computer labs, and additional collection space.

**A motion was made by Mr. Gonzalez to approve the guaranteed maximum price of \$2,444,524 for Skanska USA for the Oliveira Library Renovation and to authorize the Assistant Vice President for Planning and Construction to execute the contract. The motion was seconded by Mr. Torres and carried unanimously. *Exhibit "G"***

### **Authorize the Funding of a Contract for the Athletic Zone Phase I Project**

Mr. Gonzalez said the first phase of the Athletic Zone includes utilities, site grading, soccer field with irrigation, restrooms, storage facilities, and a parking lot.

**A motion was made by Mr. Gonzalez authorize the funding of a UTB contract for the Athletic Zone Phase I Project for \$1,511,000. The motion was seconded by Mr. Torres and carried unanimously. *Exhibit "H"***

**Approval of Job Order Contract  
with Jamail & Smith Construction for  
Miscellaneous Construction Items for the  
Recreation, Education and Kinesiology Center**

Mr. Gonzalez said the contract is for the addition of two racquetball courts, the rework of a locker room stall, the addition of ADA benches in both locker rooms, and the rework of mirror walls in the multi-purpose room.

**A motion was made by Mr. Gonzalez to approve the job order contract with Jamail & Smith Construction for \$257,275.21 for miscellaneous construction items for the Recreation, Education and Kinesiology Center and to authorize the Assistant Vice President for Planning and Construction to execute it. The motion was seconded by Mr. Campirano and carried unanimously. Exhibit "I"**

**Accept Substantial Completion the Construction  
of the Center for Early Childhood Studies**

Veronica Mendez, Assistant Vice President for Planning and Construction, gave an overview of the completed facility.

**A motion was made by Mr. Gonzalez to accept substantial completion of the construction of the Center for Early Childhood Studies from RGV Paint and Construction. The motion was seconded by Ms. Garza and carried unanimously. Exhibit "J"**

**Accept Substantial Completion of  
the Construction of the Arts Center**

Ms. Mendez gave a presentation of the completed project. She said students had come in recently to help with the acoustical testing of the facility.

**A motion was made by Mr. Gonzalez to accept substantial completion of the construction of The Arts Center from Skanska USA and to authorize the Assistant Vice President of Planning and Construction to close the project upon completion of the punch list items. The motion was seconded by Mr. Torres and carried unanimously. Exhibit "K"**

In additional to the above action items, Mr. Gonzalez spoke about the proposed mural for the University Boulevard Library. He said the university's master plan provides recommendations on the amount of open space, design elements for buildings, and pedestrian areas. It also emphasizes the

importance of art. Art helps identify the function of the buildings, such as the sculptural Tree of Life at the Life and Health Sciences Building. Envisioned as a “cathedral of knowledge,” the University Boulevard Library is the focal point for learning and an important gathering place. This is an opportunity for the university to use art to challenge, to enrich, and to delight. The mural proposed for the front of the building would reflect the history of the institution and community. Its motto, “Knowledge Without Borders,” will inspire students, faculty, and visitors alike to reach for educational success. With money already approved by the Board set aside, a major gift from Broaddus and Associates lined up, and additional funding from UTB, Mr. Gonzalez said project can be realized. He said it was the committee’s recommendation that the project proceed.

Mr. Torres asked that the record reflect that he was against the mural project because of its price tag and that more projects on campus were more deserving.

## **9. Business Affairs Partnership Committee**

Chairman Oliveira called on Mr. Campirano to give the report from the Business Affairs Partnership Committee, which recommended:

### **Approval of Authorization for Disposition of Resaca Club Items at Annual Auction**

Mr. Campirano said that items from the Resaca Club include furniture and kitchen items.

**A motion was made by Mr. Campirano to approve authorization for disposition of assets located at the Resaca Club at auction and to authorize the Assistant Vice President for Facilities Services to execute the contract. The motion was seconded by Mr. Gonzalez and carried unanimously. *Exhibit “L”***

### **Approval of Bid for East Jackson Street Parking Lot Improvements**

**A motion was made by Mr. Campirano to approve a bid to construct a parking at 19th and Jackson streets by R&R Paving Co. in the amount of \$131,094.25 and to authorize the Assistant Vice President for Facilities Services to execute the contract. The motion was seconded by Mr. Torres and carried unanimously. *Exhibit “M”***

### **Approval of Bid for Demolition of the Resaca Club**

**A motion was made by Mr. Campirano to approve a bid for the demolition of the Fort Brown Resaca Club from Solid Structure, Inc., in the amount of \$144,050 and to authorize the Assistant Vice President for Facilities Services to execute the contract. The motion was seconded by Mr. Gonzalez and carried unanimously. Exhibit "N"**

In addition to the above action items, Mr. Campirano notes that a draft of the Infectious Disease Plan had been presented to the committee by Doug Arney, Associate Vice President for Business Affairs. The plan was designed so university officials can respond to any infectious disease emergency in an appropriate way.

#### **10. Institutional Effectiveness Partnership Committee**

Chairman Oliveira called on Ms. Garza to give the report from the Institutional Effectiveness Partnership Committee. She said the committee heard a report about the status of the Satisfactory Academic Progress policy. When the policy was first initiated, enrollment numbers dropped but have since climbed back up. She said this shows that SAP has been working as designed. Another item discussed by the committee was to begin preparation to celebrate the 20th anniversary of the partnership in 2011.

#### **11. Construction Report**

*Dr. David Pearson, Vice President for Partnership Affairs, reported the following:*

- Work on the Commandant's Quarters is finished. He said the restored facility was completed in time for the arrival of the new Provost, Dr. Alan Artibise.
- Work on the Commissary Building is on schedule to be completed by the end of the year. Lights have been installed. Wrought iron railings have been installed on the third floor. In the coming days, workers will begin to concentrate their efforts on the first floor.
- In the Cavalry Building, work is progressing. Wall studs and plumbing are in. The drywall, ceiling, and texturing are all completed.
- Work by the City of Brownsville to rebuild Ringgold Road has been completed.



- At Jacob Brown Auditorium, the damage to the roof decking was significant. The money already approved for the repairs will be sufficient to complete the project, which should be done by the Board's next meeting.

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

- Work at the Science and Technology Learning Center is progressing. Structural steel is still being erected, and some decking in the north building has been installed. She said by the end of November about 40 percent of the concrete walls should be finished and all of the top out should be done by the end of the month.

## **12. President's Report**

*Dr. García postponed her report until the next meeting.*

## **13. Proposed Meeting Dates**

**Thursday, December 17, 2009**

**Wednesday, January 13, 2010**

Partnership Advisory Committee

**Thursday, January 21, 2010**

**Thursday, February 25, 2010**

**Thursday, March 18, 2010**

## **Adjournment**

The meeting was adjourned by Chairman Oliveira at 9:20 p.m.

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Mr. David G. Oliveira  
Chairman, Board of Trustees

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

**NOTE:** The tape of the Regular Board of Trustees meeting held on September 30, 2009, 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.



# TEXAS SOUTHMOST COLLEGE DISTRICT

## BOARD AGENDA REQUEST FORM

<b>Department/Division:</b> Economic Development and Community Service	<b>Board Meeting Date:</b> December 17th
<b>Agenda Item:</b> Consideration and Action on: A Memorandum of Understanding "For Establishing the Foundation of the Imagine Brownsville Planning Coordination Board as the Entity Responsible for coordinating the Implementation of the Imagine Brownsville Comprehensive Plan"; Approving a membership fee of \$25,000 for the Brownsville Comprehensive Plan Coordinating Board; Authorizing approval of a United Brownsville BorderPlex Proclamation, "A Proclamation Uniting the Public Institutions of the Brownsville Borderplex to work together to Implement the Imagine Brownsville Comprehensive Plan".	
<b>Rationale/Background:</b> The Imagine Brownsville Comprehensive Plan was prepared to help guide the future growth and development of the Brownsville area. The Memorandum of Understanding establishes an Imagine Brownsville Comprehensive Plan Coordinating Board (CPCB) as an organizational entity to help coordinate Plan implementation. The University of Texas at Brownsville and Texas Southmost College is included in the leadership of the CPCB along with other public sector entities from the City of Brownsville, Brownsville Community Improvement Corporation (BCIC), Greater Brownsville Improvement Corporation/ Brownsville Economic Development Corporation (GBIC/BEDC), Brownsville Public Utilities Board, Port of Brownsville and BSD. The CPCB will focus its efforts on promoting implementation of key strategies outlined in the Imagine Brownsville Plan.	
<b>Recommended Action:</b> Approval of the MOU, membership in the CPCB and Proclamation is recommended given UTB/TSC's involvement with the Imagine Brownsville comprehensive plan and ongoing role in implementing strategies outlined in the Plan.	
<b>Fiscal Implications:</b> Budgeted Item: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If no, explain: The CPCB is a new entity established after the Imagine Brownsville Plan was approved in August 2009.	
<b>Attachments (List):</b> <ol style="list-style-type: none"><li>1. United Brownsville Borderplex Memorandum of Understanding</li><li>2. United Brownsville Borderplex Proclamation for a Call to Action</li><li>3. Brownsville Comprehensive Plan Coordination Board Budget</li><li>4. Revised Task Force Structure, Version 2</li></ol>	

<b>FOR OFFICE USE ONLY:</b>
<b>Board Action:</b> Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Tabled for action on: _____
<b>Certified by:</b> _____ <b>Title:</b> _____ <b>Date:</b> _____



## **UNITED BROWNSVILLE BORDERPLEX**

### **MEMORANDUM OF UNDERSTANDING**

#### ***For Establishing the Foundation of the Imagine Brownsville Comprehensive Planning Coordination Board As the Entity Responsible for the Implementation of the Imagine Brownsville Comprehensive Plan***

#### **PURPOSE**

The Imagine Brownsville Comprehensive Plan provides a foundation for guiding the future growth and development of the Brownsville Borderplex that is consistent with the vision and goals of the community.

The purpose of this Memorandum of Understanding (MOU) is to establish the Imagine Brownsville Comprehensive Plan Coordinating Board (CPCB) as the organizational entity responsible for coordinating the implementation of the Imagine Brownsville Comprehensive Plan.

#### **BACKGROUND**

The focus of the Imagine Brownsville Comprehensive Plan is to implement the key investments and strategies needed to create a more sustainably competitive community in order to attract the private sector capital needed to improve the economic development and quality of life of the Brownsville Borderplex.

There are five fundamental reasons why the CPCB structure is needed to implement the Imagine Brownsville Comprehensive Plan:

- The scope of the goals and objectives included in the Comprehensive Plan's vision is beyond the scope of any one public institution in Brownsville.
- The institutional capacity required to implement the Imagine Brownsville Comprehensive Plan is beyond that of any one public institution. Only by leveraging the institutional and financial resources of all public institutions in

Brownsville in a collaborative manner toward common goals can the scope of the plan be addressed in an efficient manner.

- Since the community's overlapping bonding capacity is limited, it is important that all bond issues be coordinated to insure that the most pressing priorities are jointly identified so that the greatest return on the community's investment is achieved.
- The resource and investment capacity of the public sector alone is incapable of meeting the investment requirements of the plan. The role of the public sector is to establish the foundation of value that increases the competitiveness of the community and attracts private sector investments. It is only through the joint capacity of the private and public sectors that the levels of investment required to move the community forward can be achieved.
- There is no formal institutional structure currently in place to sustainably leverage and coordinate the resources of the private and public sector institutions in Brownsville.

## **FUNCTION AND SCOPE**

The overall purpose of the Imagine Brownsville **CPCB** is to provide an organizational framework for the inter-institutional coordination and guidance of the implementation of the comprehensive plan, including the development, prioritization, planning, financing, implementation and tracking of all public sector projects and initiatives throughout the Brownsville Borderplex.

Specific functions of the **CPCB** shall include:

- **Compile and Maintain Data.** Compile, store, maintain and provide ready access to all non-privileged public sector data in compatible Geographic Information Systems (GIS) based format for all physical, natural resource, demographic, economic, infrastructure, and indicator data for the City.
- **Prioritize and Coordinate Strategies.** Assist public sector entities to prioritize and coordinate public sector projects and initiatives, including the issuance of public sector debt, to insure efficient allocation of the

community's scarce capital resources toward the greatest community benefit in accordance with the community's priority outcome objectives.

- **Coordinate Public Funding Opportunities.** Assist public sector entities to prioritize, coordinate and maximize external public sector funding opportunities for the community's targeted projects and initiatives.
- **Coordinate Legislative Agendas.** Assist public sector entities to coordinate and prioritize a single comprehensive and integrated legislative agenda supported and promoted by all entities.
- **Strengthen Institutions.** Provide a framework for strengthening public sector institutional capacity by leveraging the capacities of public sector entities together with the private sector.
- **Performance Tracking and Accountability.** Track performance of specific projects/initiatives and community wide indicators.
- **Reporting.** Report periodically on the performance of implemented project/initiatives, the community's progress as measured by selected indicators, and any needed mid-course adjustments to projects/initiatives, priorities, outcome targets, or organizational structure.

## **ORGANIZATIONAL STRUCTURE**

The organizational structure is designed to include participation from the various public institutions in the community and the private sector. It is a hybrid of the Porter Industrial Clusters model and the Task Force Committee structure developed as part of the plan and consists of three organizational elements (See *Exhibit A*):

- **Executive Committee**
- **Task Force (reorganized)**
- **Technical Support Group**

## **EXECUTIVE COMMITTEE**

### ***Function***

The purpose of the Executive Committee of the **CPCB** is to provide final approval of the phasing, funding and implementation of improvements and initiatives recommended by the Task Force, and forward those recommendations to the corresponding public entities responsible for implementation.

### ***Structure and Membership***

The membership shall consist of two members from each public entity and one private sector representative for each public entity member.

The two members from the public sector shall be the Executive Director and one member of the elected or appointed governing board of each entity nominated by the corresponding governing board.

Participating public entities shall include: City of Brownsville, GBIC, BCIC, BEDC, BPUB, Port of Brownsville, BISSD, and UTB/TSC.

The membership shall appoint a chairperson to preside over the meetings, with two vice-chairs consistent with the tri-chair structure of the original Task Force.

The Chairman shall nominate the private sector representatives who shall be approved by a majority of the Executive Committee. Private sector representatives shall be nominated for three-year terms.

## **TASK FORCE**

### ***Function***

The purpose of the Task Force of the **CPCB** is to identify, evaluate, rank and prioritize projects and initiatives to meet the community indicator targets with assistance from the Technical Support Group (TSG) and under the guidance of the Executive Committee. Supporting functions include coordination of public

funding opportunities, coordination of legislative agendas, performance tracking/accountability and reporting.

### ***Structure and Membership***

The organizational structure of the Task Force is based on a matrix model with six clusters (columns) and nine supporting committees (rows) (*See Exhibits B, C and D*).

The columns represent the five targeted industrial clusters plus a public sector cluster:

- **Heavy Manufacturing**
- **Light Manufacturing**
- **Tourism/Hospitality**
- **Healthcare**
- **Logistics**
- **Public Sector**

Each industrial cluster consists of leading firms, suppliers, and customers.

The cluster supporting committees are the original task force committees realigned along the nine vision themes that are in the rows of the Task Force matrix:

- **Public Safety**
- **Education**
- **Healthcare**
- **Land Use**
- **Equity**
- **Civic**
- **Environment**
- **Downtown Revitalization**
- **Infrastructure**

This structure is based on the original Task Force except it is reorganized by aligning the planning dimensions along vision themes and placing the economic dimension along the columns organized into clusters. It addresses the design considerations of including the private and public sectors, as well as the need for

inter-institutional cooperation and capacity-building; and addresses the encompassing scope of the comprehensive plan.

Each supporting committee (row) of the task force has its own members led by a set of tri-chairpersons. It also has its own outcome goals/objectives, outcome targets and strategic objectives responsibilities corresponding to its vision theme.

Each cluster group (column) of the task force is organized in the same way except that the goals/objectives correspond to economic outcome goals and strategic goals of the cluster.

The Executive Committee shall appoint by majority vote the tri-chairs for each supporting element and cluster group. The Tri-Chairs will in turn nominate the members of each committee/cluster and submit to the Executive Committee for final approval.

The Task Force membership cuts across cluster and supporting committee lines. Each task force member corresponds to both the supporting committees and clusters. Every cluster group is represented by at least one member in every supporting committee group; and each committee group is represented by at least one member in every cluster group. In addition, the public sector cluster is represented by at least one member in each of the five industrial clusters.

This way, when the cluster groups meet, there are representative members from each supporting committee group. Similarly, when supporting committee groups meet, there are representative members from each cluster group.

This structure also has the advantage of building on the existing Brownsville Interagency Group which includes participants from the City of Brownsville, Brownsville PUB, Brownsville Navigation District, Brownsville Economic Development Council, Greater Brownsville Incentives Corporation, BISS, Brownsville Chamber of Commerce, Brownsville Airport, Convention and Visitors Bureau, Brownsville Urban Systems, and Cameron County. Additional institutions should be considered including the MPO, County RMA, Cameron Works, County drainage and irrigation districts, and the Brownsville Irrigation district.



## **TECHNICAL SUPPORT GROUP**

### **Function**

The purpose of the Technical Support Group (TSG) of the **CPCB** is to provide the technical planning support necessary for the Task Force to perform its function. The TSG scope of responsibility includes:

- Compile, store, maintain all non-privileged public sector planning data in compatible, readily accessible, GIS based format for all physical, natural resource, demographic, economic, infrastructure, and indicator data.
- Provide technical support to identify all potential grant opportunities and coordinate all grant writing efforts in accordance with the directives of the of the **CPCB** and the community's targeted initiatives.
- Provide technical support to assist the **CPCB** to report periodically on the community's progress as measured by selected indicators.
- Provide technical support to assist the **CPCB** to reevaluate priorities and outcome objective targets.
- Provide technical support to the **CPCB** to evaluate, prioritize and coordinate public sector improvements and initiatives in accordance with the community's outcome objectives, indicator targets and priorities.

### **Structure and Membership**

The TSG shall be comprised of the technical supporting staff from each of the public entity members of the Executive Committee.

## **PROCESS**

The process of implementing the comprehensive plan is the following:

- Each support committee and cluster group develops candidate strategies and initiatives designed to address the group's specific target indicator

outcomes. The development of candidate strategies and initiatives are supported by the TSG. The TSG helps each support and cluster group prioritize those strategies/initiatives that provide the greatest return on the target indicators per level of investment.

- Candidate projects from each cluster and support group are then evaluated together by the TSG, prioritized, ranked and phased relative to the overall community outcome goals and objectives and existing funding capabilities.
- Reprioritized candidate projects are re-routed to the Task Force and the process is repeated until consensus (greater than 2/3 majority approval) is obtained.
- Consensus candidate projects are presented to Executive Committee for approval.
- Executive Committee forwards priority projects to corresponding responsible public institutions for implementation.
- Task Force with support from the TSG monitors the progress of the current inventory of projects/initiatives recommended by the Executive Committee and tracks community indicators to evaluate project-specific and community wide performance.
- Task Force reviews and evaluates implementation performance of current inventory of projects/initiatives on a quarterly basis, and re-evaluates target goals, priorities, funding opportunities, and strategies for possible revision of plan on a semi-annual basis.
- Task Force presents semi-annual progress reports to Executive Committee on performance of current inventory of improvements/initiatives, community-wide goals and suggested revisions to current plan.

## **MEMBERSHIP FEE**

Each public institution shall commit to an annual contribution of \$25,000 to be used for administrative support, technical support, public involvement, communications, office rent, publications and meeting logistics. There may be in-kind budgetary resources contributed and utilized as well. An annual budget will be approved by the Executive Committee and managed by the Executive Director or fiscal agent appointed by the Executive Committee. All expenditures in excess of a

pre-approved limit shall be approved by the Executive Committee. (*See Exhibit E: Draft Imagine Brownsville CPCB Annual Budget*).

#### **LEGAL ENTITY AND BY LAWS**

The Executive Committee shall develop a legal entity / organization with by laws and appropriate supporting documentation that establish the finite terms and conditions of the **CPCB** and the Executive Committee.

#### **PROCLAMATION**

The Executive Committee shall develop, sign and release a United Brownsville Proclamation that proclaims the unification of the public institutions and community of the Brownsville Borderplex to work together to implement the *Imagine Brownsville Comprehensive Plan*. A formal press conference will be conducted in the near future to announce to the community the formation of the **CPCB**, the Proclamation, and the establishment of its Executive Committee members and intentions.

#### **ASSURANCES**

All parties will comply with all applicable laws, rules, regulations, and policies including, but not limited to nondiscrimination, accessibility, and civil rights.

#### **TERMINATION AND EFFECTIVE DATE**

This Memorandum of Understanding (MOU) may be voluntarily terminated by any party by giving 30-days written notice to the other parties. In the event that any federal and/or state laws should be amended so as to render the fulfillment of the MOU infeasible, any party shall be discharged from further obligation created under the terms of this MOU. This MOU will be in effect until the **CPCB's** legal structure and by laws take affect.

**NOW, THEREFORE, WE, MEMBERS OF THE EXECUTIVE COMMITTEE OF THE IMAGINE BROWNSVILLE COMPREHENSIVE PLAN COORDINATING BOARD** join together to move the community towards its vision for higher prosperity, and a vibrant and sustained quality of life.

DONE on the, \_\_\_\_\_ day of November 2009.

---

City of Brownsville  
Ricardo Longoria, Jr., Mayor Pro Tem

---

Greater Brownsville Incentives Corp  
Ruben Gallegos, President of the Board

---

Brownsville Independent School District  
Rolando Aguilar, President of the Board

---

Port of Brownsville  
Carlos R. Masso, Chairman of the Board

---

Brownsville Public Utility Board  
Robert Guerra, Chairman of the Board

---

Brownsville Community Improvement Corp  
Charles Atkinson, Chairman of the Board

---

University of Texas Brownsville / TSC  
**Juliet V. García, President**

---

Imagine Brownsville Task Force  
Fred Rusteberg, Co-chairman



# UNITED BROWNSVILLE BORDERPLEX

## *PROCLAMATION FOR A CALL TO ACTION*

### A PROCLAMATION UNITING THE PUBLIC INSTITUTIONS AND COMMUNITY OF THE BROWNSVILLE BORDERPLEX TO WORK TOGETHER TO IMPLEMENT THE IMAGINE BROWNSVILLE COMPREHENSIVE PLAN

*Whereas*, the Imagine Brownsville Comprehensive Plan is a foundation for guiding the future growth and development of the Brownsville Borderplex that is consistent with the vision and goals of the community.

*Whereas*, the Brownsville Borderplex is determined to build on its unique historic heritage and culture, strategic international location, people and abundant natural resources, to create a livable, prosperous, healthy, engaged, connected and sustainable community led by effective responsible leaders.

*Whereas*, the implementation of the Imagine Brownsville Comprehensive Plan identified by the community during the planning process, requires that all public institutions in and around the Brownsville Borderplex work together.

*Whereas*, leveraging the resources of all public institutions in and around the Brownsville Borderplex in a collaborative manner toward a common vision is designed to achieve the outcome goals of economic development and quality of life envisioned by the Imagine Brownsville Comprehensive Plan and improving the Brownsville Borderplex's competitiveness and viability.

*Whereas*, the creation of the Imagine Brownsville Comprehensive Plan Coordinating Board (CPCB) provides a structure for collaboration, guidance and recommendations for the planning, development, prioritization, financing, implementation and tracking of shared public sector projects and initiatives throughout the Brownsville Borderplex and the surrounding communities.

*Whereas*, the leadership of the (CPCB) shall be the Executive Committee that will consist of members from the City of Brownsville, BCIC, GBIC/BEDC, BPUB, Port of Brownsville (BND), BISD, and UTB/TSC, as well as representatives from the Brownsville Borderplex community, as stipulated in the terms of the Memorandum of Understanding (MOU) by the Executive Committee.

**NOW, THEREFORE, WE, THE MEMBERS OF THE EXECUTIVE COMMITTEE OF THE IMAGINE BROWNSVILLE COMPREHENSIVE PLAN COORDINATING BOARD** join together to move the community towards its vision for higher prosperity, and a vibrant and sustained quality of life.

DONE on the, \_\_\_\_\_ day of November 2009.

---

City of Brownsville  
Ricardo Longoria, Jr., Mayor Pro Tem

---

Greater Brownsville Incentives Corp  
Ruben Gallegos, President of the Board

---

Brownsville Independent School District  
Rolando Aguilar, President of the Board

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Port of Brownsville  
Carlos R. Masso, Chairman of the Board

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Brownsville Public Utility Board  
Robert Guerra, Chairman of the Board

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Brownsville Community Improvement Corp  
Charles Atkinson, Chairman of the Board

---

University of Texas Brownsville / TSC  
**Juliet V. García, President**

---

Imagine Brownsville Task Force  
Fred Rusteberg, Co-chairman

**EXHIBIT E**  
**Imagine Brownsville Comprehensive Plan Coordinating Board**  
**Draft Annual Budget**  
**Revised: NOV 5, 2009**

<b>EXPENSES</b>	<b>DESCRIPTION</b>	<b>Membership Direct Contribution</b>
Administration	Executive Director	\$ -
	Facilitator (Facilitation / Communications / Training)	\$ 42,000.00
	Grant Coordinator	\$ 38,000.00
	Legal Services	\$ -
	Administrative Assistance	\$ 12,000.00
Technical Support		\$ 25,000.00
	Research	
	Project Evaluation	
	Scorecard Compilation	
	Reporting	
	Data Compilation	
Communications		\$ 20,000.00
	Public Workshops & Events	
	Event Promotion	
	Design & Printing	
Publications	Board / Committee Reports	\$ 12,000.00
Travel		\$ 12,000.00
Office Rent		\$ -
Office Supplies		\$ 6,000.00
IB Website	Support / Maintenance	\$ 2,000.00
Meeting Logistics	Board and/or Committees	\$ 6,000.00
	<b>TOTAL</b>	<b>\$ 175,000.00</b>

EXHIBIT A

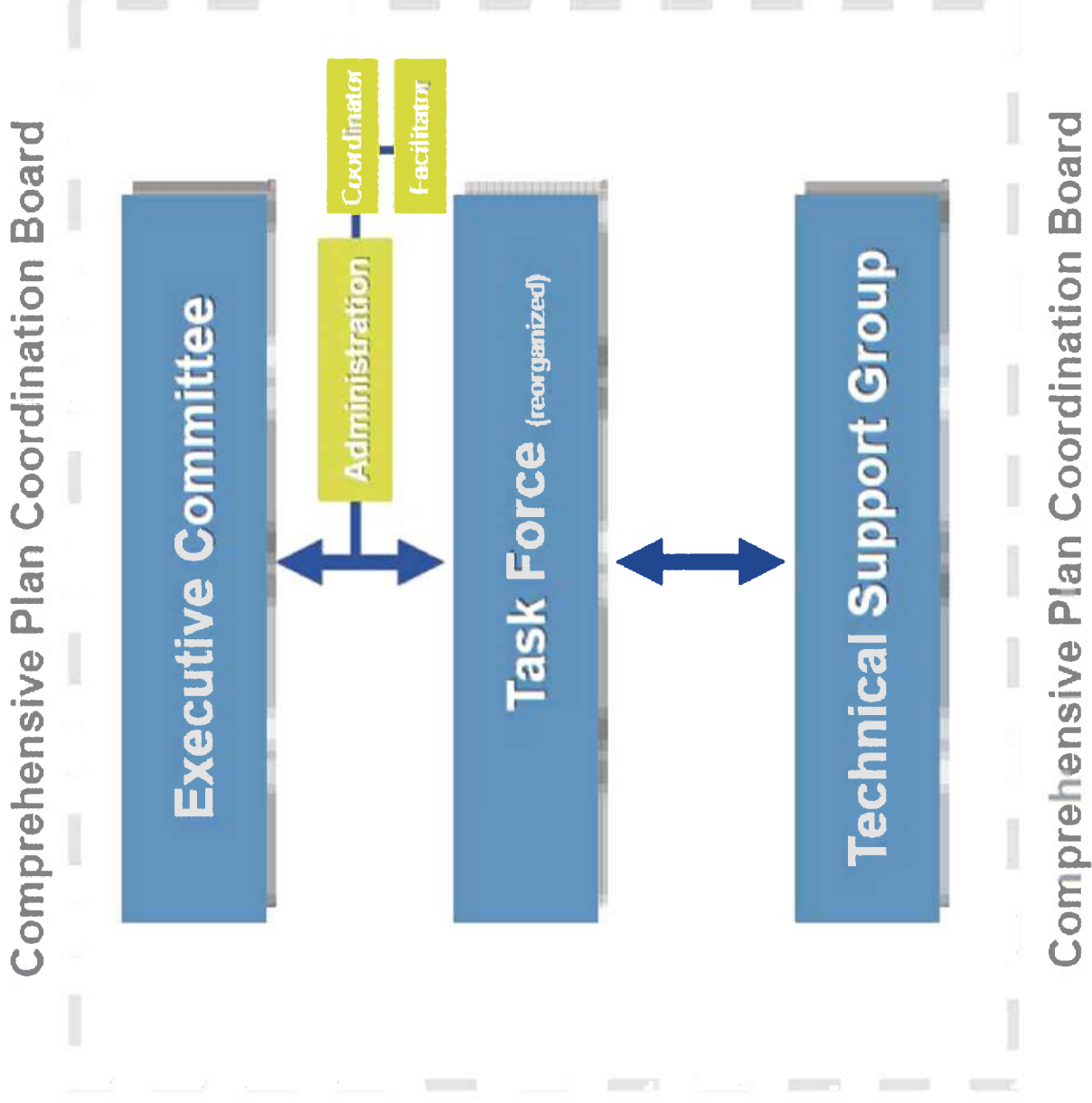




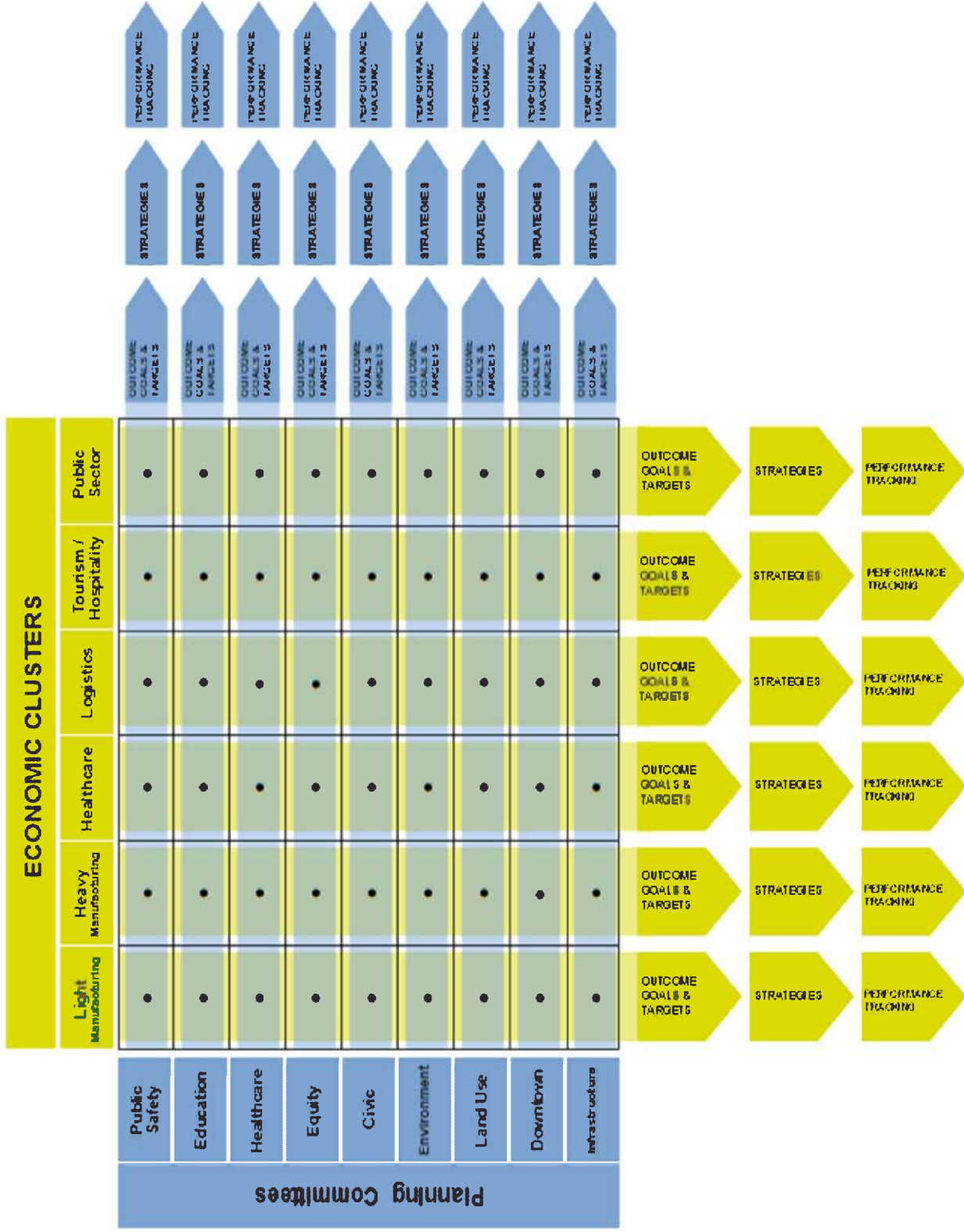
EXHIBIT B

COMPREHENSIVE PLAN COORDINATING BOARD  
REVISED TASK FORCE

Planning Committees		OUTCOME GOALS & TARGETS	STRATEGIES	PERFORMANCE TRACKING
Public Safety				
Education				
Healthcare				
Equity				
Civic				
Environment				
Land Use				
Downtown				
Infrastructure				



# COMPREHENSIVE PLAN COORDINATING BOARD REVISED TASK FORCE





# TEXAS SOUTHMOST COLLEGE DISTRICT

## BOARD AGENDA REQUEST FORM

<b>Department/Division:</b> Finance Office/Partnership Affairs	<b>Board Meeting Date:</b> December 17, 2009
<b>Agenda Item:</b> Consideration and possible action on Budget Amendments for Fiscal Year 2009	
<b>Rationale/Background:</b> Request for budget amendment #09-014 to adjust expenditures in the General Fund, budget amendment #09-015 to adjust expenditures in the Auxiliary Fund, budget amendment #09-016 to adjust expenditures in the Campus Facilities Fund and budget amendment #09-017 to adjust Restricted Scholarship Fund.  The budget amendments are necessary to cover expenditures through year end.	
<b>Recommended Action:</b> Motion to approve budget amendment #09-014, #09-015, #09-016 and #09-017 for Fiscal Year 2009 as presented.	
<b>Fiscal Implications:</b>	Budgeted Item: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A    If no, explain:
<b>Attachments (List):</b>  Budget Amendment: #09-014 General Fund #09-015 Auxiliary Fund #09-016 Campus Facilities Fund #09-017 Restricted Scholarship Fund	

<b>FOR OFFICE USE ONLY:</b>
<b>Board Action:</b> Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
<b>Certified by:</b> _____ <b>Title:</b> _____ <b>Date:</b> _____

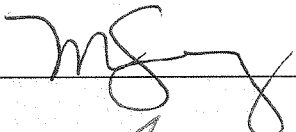
**TEXAS SOUTHMOST COLLEGE  
BUDGET AMENDMENT REQUEST  
2008-2009**

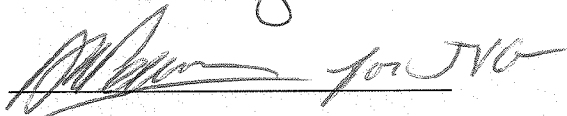
Department: General Fund  
Date: December 17, 2009

Item No.	Account Number	Account Title	Current Budget	Revenues	Expenses	Amended Budget
1	766.119	Attorney's Fees	\$ 130,000		\$ 10,048	\$ 140,048
2	991.119	Cameron Appraisal District	\$ 191,178		\$ (12,464)	\$ 178,714
3	762.119	Promotional/Advertising	\$ 40,000		\$ 2,416	\$ 42,416
4	806.119	TSC Trustee Scholarship	\$ 3,200,000		\$ (693,143)	\$ 2,506,857
5	984.119	Transfer to Restricted Scholarship	\$ -		\$ 693,143	\$ 693,143
		General Fund Balance	\$ 4,900,953	\$ -	\$ -	\$ 4,900,953

Reasons for Amendments:

- 1 To adjust for Attorney's Fees Expenses for FY09
- 2 To transfer funds to Attorney's Fees and Promotional/Advertising
- 3 To adjust for Promotional/Advertising Expenses for FY09
- 4 To transfer funds TSC Trustee Scholarship to Restricted Scholarship
- 5 To transfer funds TSC Trustee Scholarship to Restricted Scholarship

Asst VP for Finance 

President: 

This amendment has been accepted \_\_\_\_\_, rejected \_\_\_\_\_, by the Texas Southmost College Board of Trustees  
on \_\_\_\_\_.

\_\_\_\_\_  
Roberto Robles, M.D., Secretary

#09-014

**TEXAS SOUTHMOST COLLEGE  
BUDGET AMENDMENT REQUEST  
2008-2009**

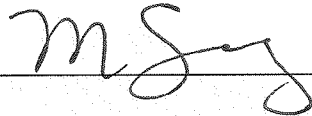
Department: Auxiliary Fund  
Date: December 17, 2009

Item No.	Account Number	Account Title	Current Budget	Revenues	Expenses	Amended Budget
1	811.6912	Rancho del Cielo	\$ 200,000		\$ 13,346	\$ 213,346
2	604.6914	Port Mansfield	\$ 10,000		\$ 20,277	\$ 30,277
3	721.6921	Condominiums	\$ 443,362		\$ 21,954	\$ 465,316
4	604.6927	Golf Course	\$ 105,000		\$ 20,447	\$ 125,447
5	604.119	General Institution	\$ 2,500		\$ (2,500)	\$ -
6	604.215	Raymondville Facility	\$ 80,000		\$ (9,294)	\$ 70,706
7	815.6913	Canon del Novillo	\$ 30,000		\$ (6,300)	\$ 23,700
8	996.6925	Fort Brown Memorial Center	\$ 340,945		\$ (17,231)	\$ 323,714
		Auxiliary Fund Balance	\$ 128,474	\$ -	\$ 40,699	\$ 87,775

Reasons for Amendments:

- 1 To adjust for Rancho del Cielo expenses for FY09.
- 2 To adjust for Port Mansfield expenses for FY09.
- 3 To adjust for Condominiums expenses for FY09.
- 4 To adjust for Golf Course expenses for FY09.
- 5 To transfer funds to other Auxiliary items.
- 6 To transfer funds to other Auxiliary items.
- 7 To transfer funds to other Auxiliary items.
- 8 To transfer funds to other Auxiliary items.

Asst VP for Finance



President:



This amendment has been accepted \_\_\_\_\_, rejected \_\_\_\_\_, by the Texas Southmost College Board of Trustees

on \_\_\_\_\_.

\_\_\_\_\_  
Roberto Robles, M.D., Secretary

#09-015

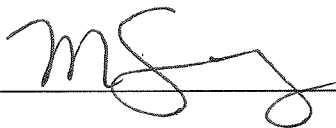
**TEXAS SOUTHMOST COLLEGE  
BUDGET AMENDMENT REQUEST  
2008-2009**

Department: Campus Facilities Fund  
Date: December 17, 2009

Item No.	Account Number	Account Title	Current Budget	Revenues	Expenses	Amended Budget
1	9198.116	Property Acquisitions	\$ 1,540,567		\$ 5,195	\$ 1,545,762
2	931.119	Property Site Work	\$ 30,000		\$ (2,004)	\$ 27,996
3	9510.112	Campus Infrastructure	\$ 202,000		\$ (3,191)	\$ 198,809
		Campus Facilities Operations Fund Balance	\$ 380,792	\$ -	\$ -	\$ 380,792

Reasons for Amendments:

- 1 To adjust for Property Acquisitions Expenses.
- 2 To transfer funds for Campus Facilities Expenses.
- 3 To transfer funds for Campus Facilities Expenses.

Asst VP for Finance 

President: \_\_\_\_\_

This amendment has been accepted \_\_\_\_\_, rejected \_\_\_\_\_, by the Texas Southmost College Board of Trustees  
on \_\_\_\_\_.

\_\_\_\_\_  
Roberto Robles, M.D., Secretary

#09-016

**TEXAS SOUTHMOST COLLEGE  
BUDGET AMENDMENT REQUEST  
2008-2009**

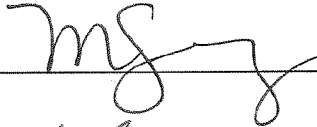
Department: Restricted Scholarship Fund  
Date: December 17, 2009

Item No.	Account Number	Account Title	Current Budget	Revenues	Expenses	Amended Budget
1	5801.99999	Transfer from General	\$ -	\$ 693,143	\$ -	\$ 693,143
		Restricted Scholarship Balance	\$ 682,590	\$ 693,143	\$ -	\$ 1,375,733

Reasons for Amendments:

- 1 Transfer from General Fund

Asst VP for Finance



President:



This amendment has been accepted \_\_\_\_\_, rejected \_\_\_\_\_, by the Texas Southmost College Board of Trustees

on \_\_\_\_\_.

\_\_\_\_\_  
Roberto Robles, M.D., Secretary

#09-017



## **Academic Affairs Partnership Committee Meeting**

Report for Meeting of December 8, 2009

The Academic Affairs Partnership Committee met on December 8, 2009. Members present were myself, Ms. Rosemary Breedlove, Dr. Charles Dameron, co-Chair, Ms. Sylvia Perez, Community Member, Dr. Ruben Torres, Community Member, Mr. Roberto Cortinas, Staff Senate President, Dr. Bobbette Morgan, Academic Senate President, and Mr. Jorge Munoz, student representative. Informational items discussed included:

- Reports on new and proposed undergraduate and graduate programs undergoing review by the Coordinating Board and UT System as well as those seeking final approval. New programs include the Associate of Arts in Architecture, the Bachelor of Arts in Spanish Translation and Interpreting, and the Master of Science in Computer Sciences. The proposed programs include the Bachelor of Multidisciplinary Studies, the Master of Arts in Psychology, and two doctoral collaborative in Biology with UT San Antonio – one with a specialization in Neurobiology and one with a specialization in Cell and Molecular Biology.
- A report on recent ABET accreditation site visits for the Computer Sciences program and the Engineering Technology program. Final approval is expected by August 2010.
- A report on a U.T. System initiative calling for recommendations for implementation of new programs for the next 10 years and the possible phasing out of low-producing programs currently offered.
- A report on recent grant activities showing that the university has been awarded 14 new grants totaling more than \$13 million since September 1.
- A report on dual enrollment initiatives implemented since the office was established and provided with dedicated staff.
- A report on the Foundations of Excellence self study of first-year practices which the university is currently undertaking. Results will be used to create an action plan by next spring to help ensure that first-year students are academically successful.

The AAPC approved a motion to integrate the Division of Research into the structure of the Academic Affairs Partnership Committee. The members recommend that the committee now be named the Academic Affairs & Research Partnership Committee.



# TEXAS SOUTHMOST COLLEGE DISTRICT

## BOARD AGENDA REQUEST FORM

<b>Department/Division:</b> TSC District Office	<b>Board Meeting Date:</b> December 17, 2009
<b>Agenda Item:</b> Consideration and possible action on adoption of a resolution to appoint an Agent for District Elections	
<b>Rationale/Background:</b> Trustees are elected to the Board on even numbered years. Positions 3, 4 and 5 of the TSC Board of Trustees are up for election in May 2010.  According to the Election Code, Chapter 31.123, the Board must appoint a member of the staff to perform the duties of the Secretary of the Board in matters related to an election if the Secretary does not keep office hours at the District. The duties of the Agent include: receiving applications for place on the ballot, campaign finance reports, and election results.  Staff recommends appointing Mrs. Kim Sanchez, Operations and Services Manager, as the District's Agent for the May 2010 election.	
<b>Recommended Action:</b> Motion to adopt resolution appointing Mrs. Kim Sanchez as the District's agent for the May 8, 2010 Trustee election.	
<b>Fiscal Implications:</b>	Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If no, explain:
<b>Attachments (list):</b> <ul style="list-style-type: none"><li>- Resolution</li><li>- Chapter 31.123 of the Texas Election Code</li></ul>	

<b>FOR OFFICE USE ONLY:</b>
<b>Board Action:</b> Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
<b>Certified by:</b> _____ <b>Title:</b> _____ <b>Date:</b> _____

THE STATE OF TEXAS       §

COUNTY OF CAMERON       §

**TEXAS SOUTHMOST COLLEGE DISTRICT**  
**Resolution**

**WHEREAS**, the Board of Trustees of the Texas Southmost College District will conduct an election on May 8, 2010 to elect trustees for positions 3, 4, and 5; and

**WHEREAS**, the Secretary of the Board of Trustees does not maintain an office on the Texas Southmost College campus; and

**WHEREAS**, the Board of Trustees wish to appoint an Agent in accordance to section 31.123 of the Texas Election Code to perform the duties provided by this section;

**NOW THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Texas Southmost College District appoint Mrs. Kim Sanchez, Operations and Services Manager, to serve as the District's Agent to perform the duties in accordance with section 31.123 of the Texas Election Code.

**PASSED AND ADOPTED THIS 17<sup>th</sup> DAY OF DECEMBER 2009.**

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Mr. David G. Oliveira  
Chairman, Board of Trustees

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

## ELECTION CODE

### TITLE 3. ELECTION OFFICERS AND OBSERVERS

#### CHAPTER 31. OFFICERS TO ADMINISTER ELECTIONS

##### SUBCHAPTER A. SECRETARY OF STATE

#### § 31.123. APPOINTMENT OF AGENT DURING ELECTION PERIOD.

(a) If the secretary of the governing body of a political subdivision other than a county or city or the authority performing the duties of a secretary under this code does not maintain an office during the hours and days required by Section 31.122, the secretary or other authority shall appoint another officer or employee of the political subdivision as the secretary's or authority's agent to perform the duties provided by this section. The appointment is subject to the approval of the political subdivision's governing body.

(b) The agent shall maintain office hours, as directed by the appointing authority, for at least the hours and days required by Section 31.122, in the agent's regular office, the office of the appointing authority, or an office designated by the governing body of the political subdivision served by the authority.

(c) The agent shall maintain in the agent's office the documents, records, and other papers relating to the election that:

- (1) by law are placed in the custody of the authority appointing the agent; and
- (2) are public information.

(d) The agent shall:

- (1) receive any personally delivered document relating to the election that the appointing authority is authorized or required to receive; and
- (2) make available for inspection and copying, in accordance with applicable regulations, the documents, records, and other papers that are required to be maintained in the agent's office under Subsection (c).

(e) The appointing authority may authorize the agent to perform any other ministerial duties in connection with the election that may lawfully be performed by an employee of the appointing authority.

(f) The appointing authority shall post, on the bulletin board used for posting notice of meetings of the political subdivision's governing body, a notice containing the agent's name, the location of the agent's office, the agent's office hours, and duration of the agent's appointment. The notice shall remain continuously posted during the minimum period for maintaining the agent's office.

Acts 1985, 69th Leg., ch. 211, § 1, eff. Jan. 1, 1986. Amended by Acts 1997, 75th Leg., ch. 864, § 21, eff. Sept. 1, 1997.



# TEXAS SOUTHMOST COLLEGE DISTRICT

## BOARD AGENDA REQUEST FORM

<b>Department/Division:</b> Finance Office/ Partnership Affairs	<b>Board Meeting Date:</b> December 17, 2009
<b>Agenda Item:</b> 4 <sup>th</sup> Quarter Financial Statements and Investment Report for FY2009	
<b>Rationale/Background:</b> Presentation of the Fiscal Year 2009 4 <sup>th</sup> Quarter Financial Statements and Investment Report.	
<b>Recommended Action:</b> For the Board's review. No action necessary.	
<b>Fiscal Implications:</b> Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If no, explain:	
<b>Attachments (List):</b> 4 <sup>th</sup> Quarter Financial Statements and Investment Report for FY2009	

<b>FOR OFFICE USE ONLY:</b>
<b>Board Action:</b> Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
<b>Certified by:</b> _____ <b>Title:</b> _____ <b>Date:</b> _____