



Board of Trustees

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Vice Chair

Norma Lopez Harris, PharmD
Secretary

Alejandra Aldrete, M.Ed.

Tony Zavaleta, Ph.D.

Edgar E. Garcia, MPAS PA-C

Edward Camarillo, M.P.P.M.

TSC President

Jesus Roberto Rodriguez, Ph.D.

TEXAS SOUTHMOST COLLEGE DISTRICT

Regular Meeting of the Board of Trustees

November 21, 2024

The Board of Trustees of the Texas Southmost College District convened in open session on November 21, 2024 at 5:30 p.m. Board Members present were Ms. Adela Garza, Chair; Ms. Delia Saenz, Vice Chair; Dr. Norma Lopez Harris, Secretary, Ms. Alejandra Aldrete, Dr. Tony Zavaleta, Mr. Edgar Garcia, and Mr. Edward Camarillo. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College.

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

Trustee Zavaleta 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. There were no public speakers.

4. Chairwoman's Report

Chair Garza presented the following items:

Acknowledgement of Annual Cybersecurity and other Board Member Training

Chair Garza reported that all TSC trustees have completed cybersecurity and other training required of them by TSC Board policy BBD LEGAL, Board Members: Orientation and Training.

ACCT Leadership Congress

Chair Garza reported that she, Vice Chair Saenz, Secretary Lopez Harris, and the President attended the Association of Community College Trustee's Leadership Conference on October 22-26 in Seattle. She said the conference provided good training and affirmed the good work TSC is doing. She said the Trustees learned a lot during the leadership conference and made important contacts.

Día de los Muertos Celebration

The campus community celebrated Día de los Muertos on the Fort Brown campus November 1. Chair Garza said the program was excellent, and she thanked Dr. Prisci Tipton for inviting the 21st Century Learning Center participants from BISD, who took part in the celebration.

TSC Legal Center Update

Chair Garza introduced retired Federal Magistrate Judge Felix Recio and Judge Juan A. Magallanes, State District Judge of the 357th Court. They provided an update on a pilot program proposal to hold a court case in the TSC Legal Center and said this event will help fulfill former Trustee Ruben Herrera's dream for using the Legal Center for real court proceedings. Judge Magallanes said the proposed proceeding has been vetted to ensure the campus community's safety. He also noted that the event will be a collaborative effort among the Board, faculty, students, and court system, and will provide a holistic learning experience for students, enhancing their preparation for the job market. The board engaged in a brief discussion of court staffing that would be present.

5. President's Report**TSC Legal Center**

The TSC Legal Center continues to host workshops, as part of the Law 101 series, most recently, in Family Law and Business Law. President Rodríguez thanked Judge Felix Recio and Dr. Kevin O'Malley for their dedicated work in providing the workshops.

MSC Mole Day Celebration

TSC's Math and Science department celebrated Mole Day, which honors a basic measuring unit in chemistry, similar to the concept of Pi in mathematics. Mole Day is celebrated by chemists, worldwide, on October 23rd because of its relationship to the measuring unit of 6.02×10^{23} . Faculty designed several activities to promote math and science, with 260 TSC students participating. President Rodríguez thanked faculty in math, science, and general studies, who produced the event to engage students.

Master Copy Fine Arts Student Exhibition

Students' artwork is being featured in the Master Copy, Fine Arts Student Exhibition. Opening night took place on November 13th, and the exhibit--which features replications of famous masterpieces--runs through the end of the semester at the ITECC Art Gallery.

TSC & Texas Woman's University MOU Signing Ceremony

TSC held an MOU signing with Texas Woman's University at the TSC Performing Arts Center on November 19th, hosting TWU's Vice Provost for Curriculum and Strategic Initiatives, and Dr. Jorge Figueroa Flores and his team for the event. The agreement will facilitate the seamless transition of TSC students into TWU's baccalaureate programs.

TSC Recruitment @ Boggus Stadium (Nov.7, TSC Coin Toss)

TSC participated in the coin toss at Boggus Stadium on November 7th, during which Harlingen High School South took on Weslaco East High School. President Rodríguez thanked Interim Harlingen CISD Superintendent Dr. Kortan for the invitation, as well as the Student Services team, who was out in full force in promoting Texas Southmost College to the community.

CTE Career Exploration Day

TSC hosted BISD high school seniors, who are currently enrolled in CTE programs at their high schools, for CTE Career Exploration Day on November 19th. They learned about the programs offered at TSC and toured the credit and CE program labs at ITECC. President Rodríguez thanked Ms. Judy Moreno and Ms. Vanessa Vasquez for their leadership in coordinating the event, as well as the faculty and staff in Instruction, WTCE, and Student Services Departments for their collaboration.

CTE Summit

TSC also provided outreach to CTE teachers, counselors, and administrators during a CTE Summit at the college, on Saturday, November 9th. Participants engaged in interactive breakout sessions led by college navigators and participated in a tour of ITECC. President Rodríguez thanked Ms. Judy Moreno and Ms. Vanessa Vasquez for their leadership in coordinating the event as well as the faculty and staff in the Student Services, Instruction, and WTCE departments for their continued collaboration; as well as Chair Garza for participating in the event.

Fall Community Events

TSC continued to strengthen community connections by hosting a number of well-loved fall events.

- Hundreds of community members came out for a spine-chilling evening along TSC's haunted trail during the Halloween Haunted Grounds Tour.
- The campus community hosted its Dia de los Muertos Celebration on November 1st, which included a parade, face painting, refreshments and entertainment.
- The annual HEB Feast of Sharing was held at Jacob Brown Auditorium, bringing the community to campus to celebrate the season of Thanksgiving.
- TSC's Veteran's Day ceremony drew great community support, including coverage on the front page of the Brownsville Herald. Judge Jaime Tijerina, Bronze Star Recipient, was the keynote speaker. He offered a heartfelt tribute to veterans and the families that support them. President Rodríguez thanked Dr. David Plummer, Vice President for Student Development, and Francisco Quezada Veteran's Success Coordinator, for coordinating the event. He also thanked Chair Garza and Trustee Camarillo for their participation.

Chair Garza recognized TSC student, Mr. Zapata, for attending the board meeting.

Video Presentation

President Rodríguez shared a video highlighting college activities since the last regular board meeting.

In the spirit of Thanksgiving, President Rodríguez extended a heartfelt thank you to the Board of Trustees for their commitment and support to the college, on behalf of the faculty, staff, and students. He also thanked the faculty and staff for their dedication to TSC's mission and students.

6. Consideration and possible action on approval of the minutes of the following meetings:

a. Regular Meeting – October 17, 2024

Trustee Aldrete made a motion to approve the minutes of the Regular Meeting of October 17, 2024. Trustee Camarillo seconded the motion, which passed unanimously.

7. Consideration and possible action on approval of resolution for Cameron Appraisal District Board election

Mr. Frank Perez, Legal Counsel, was called upon to present the item. He reviewed the process for allocating votes in the Cameron Appraisal District election and read the proposed resolution.

RESOLUTION

STATE OF TEXAS

COUNTY OF CAMERON

WHEREAS, the Chief Appraiser of Cameron Appraisal District has called the election of the Cameron Appraisal District Board of Directors; and

WHEREAS, the Texas Southmost College District is entitled to cast a total of 235 votes in said election; and

WHEREAS, ballots must be returned by **December 15, 2024**, which is the deadline for accepting votes.

NOW, THEREFORE BE IT RESOLVED BY THE TEXAS SOUTHMOST COLLEGE DISTRICT, that the Board of Trustees does hereby cast 235 of votes for Cameron Appraisal District Board of Directors for 2025–2026 as follows:

Alejandra Aldrete 235

READ, PASSED AND APPROVED at a regular meeting by the Board of Trustees of the TEXAS SOUTHMOST COLLEGE DISTRICT on this ____ day of _____, 2024.

BY:

Board Chair for Texas Southmost College

ATTEST:

Secretary

The board engaged in a brief discussion of how votes may be allocated among the delegates.

Chari Garza made a motion to approve the resolution for the election of the Cameron Appraisal District Board of Directors. Vice Chair Saenz seconded the motion, which passed unanimously.

8. Academic Committee

Chair Garza called upon Trustee Zavaleta to present the report.

a. Consideration and possible action on approval of Memorandum of Understanding (MOU) with United Way of Southern Cameron County Volunteer Income Tax Assistance (VITA) program for the TSC Accounting Technology Program

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, and Dr. Emma Miller, Dean of Business, Engineering, Architecture, and Technology, were called upon to present the item. Dr. Garcia said the collaboration is now in its 10th year. Dr. Miller said the program provides free tax assistance preparation to low-to-moderate income residents. She said students also benefit from the program by gaining experience in assisting the community.

Trustee Zavaleta made a motion to approve the MOU with the United Way of Southern Cameron County Volunteer Income Tax Assistance Program to support the TSC Accounting Technology Program. Trustee Aldrete seconded the motion, which carried unanimously.

b. Consideration and possible action to approve a renewal of the Articulation Agreement with Midwestern State University

Dr. Herminio Guajardo, Dean of Health Professions, was called upon to present the item. He said the agreement renewal provides for the seamless transfer of TSC Health Professions students' credits to Midwestern State University and its baccalaureate programs.

Trustee Zavaleta made a motion to approve the Articulation Agreement with Midwestern State University for Health Professions graduates and authorize President Rodríguez to sign the agreement. Trustee Aldrete seconded the motion, which carried unanimously.

c. Consideration and possible action on award RFP 25-02 for Online Learning Platform American Council on Education (ACE) Programs

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. Villarreal reviewed the RFP timeline, scope of work, and pricing tabulation. Mr. Hernandez said the platform facilitates TSC's offerings of certified third-party credentials, as allowed by House Bill 8. One vendor responded to the RFP.

Trustee Zavaleta made a motion to award RFP 25-02 for Online Learning Platform American Council on Education (ACE) Programs to Coursera, Inc. and authorize President Rodríguez to negotiate and execute the contract, as presented. Trustee Aldrete seconded the motion, which carried unanimously.

d. Consideration and possible action on approval of learning management system annual contract for FY 2024-2025 and subsequent three years

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. Villarreal said the proposed renewal would provide services for an additional four years, and that the vast majority of faculty are satisfied or very satisfied with the platform. The board engaged in a brief discussion of pricing, which as increased slightly, based on student enrollment.

Trustee Zavaleta made a motion to approve the annual contract for learning management system with Instructure Canvas through OMNIA contract R201402 for FY 2024-2025 and subsequent three years. Vice Chair Saenz seconded the motion, which carried unanimously.

9. Finance Committee

Chair Garza called upon Vice Chair Saenz to present the report.

a. Consideration and possible action on approval of matching grant support for the 2025-26 AmeriCorps Texas Operational grant

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, and Dr. Angela McCauley, Chief Institutional Editor and Special Projects were called upon to present the item. Dr. McCauley said the grant renewal would provide funding for 32 student workers, who enhance college persistence initiatives. The proposed match would be met with in-kind services, and most of the total grant funding is designated for student employee wages.

Vice Chair Saenz made a motion to approve the allocation of matching grant in-kind support of up to \$135,284.21 for the 2025-26 AmeriCorps Texas Operational Grant, contingent on the Notice of Grant Award from the OneStar Foundation. Secretary Lopez Harris seconded the motion, which passed unanimously.

b. Consideration and possible action on approval for E-Commerce Payment Center Module annual contract for FY 24-25 and the subsequent four years

Mr. Luis Villarreal, Vice President of Information Technology, and Dr. Gisela Figueroa, Vice President of Finance and Administration, were called upon to present the item. Dr. Figueroa said the proposed renewal supports cashiering-related activities and gives students the ability to make payments 24/7.

Vice Chair Saenz made a motion to approve the annual contract for E-Commerce Payment Center Module with TouchNet Information Systems, Inc. through the exempted purchase method for FY

2024-2025 and the subsequent four years. Secretary Lopez Harris seconded the motion, which passed unanimously.

c. Monthly Financial Statement Report for the month ended September 30, 2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Carlos Pecero, Controller, were called upon to present the item. Mr. Pecero presented the Monthly Financial Statement Report for the month ending September 30, 2024.

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

d. Report on the grants awarded to Texas Southmost College for the month of September 2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Carlos Pecero, Controller, were called upon to present the item. Mr. Pecero presented the Monthly Financial Statement Report for the month ending September 30, 2024.

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

10. Facilities Committee

Chair Garza called upon Trustee Camarillo to present the report.

a. Facilities Update

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff; Mr. Ronald Robles, Director of Operations- Facilities; Mr. George Hinojosa, Coordinator of Administrative Services; and Mr. Gerardo Mascorro, HVAC Supervisor, were called upon to present the item. The projects reviewed included the REK Center and Child Care Center Unit 2 chillers, thermal plant cooling tower installation, and two ITECC projects: LED parking lot lights and the pipefitting lab. Mr. Mascorro provided the board with highlights from the year-long chiller project.

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

11. Policy Committee

Chair Garza called on Trustee Aldrete to present the report.

a. Legal Update 48

Mr. Frank Perez, Legal Counsel was called upon to present the item. Mr. Perez provided an overview of how TASB complies the information for LEGAL Update 48 and the board's obligation to acknowledge receipt of the update through the agenda item.

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

12. Executive Session

The Board convened in Executive Session at 6:35 p.m.

The Board reconvened in Open Session at 7:44 p.m.

13. Action on Executive Session Matters**a. Consultation with Attorney on Pending or Contemplated Litigation, Section 551.071 Texas Government Code**

Vice Chair Saenz made a motion that the Board of Trustees authorize Board Counsel and TSC Legal Counsel to finalize resolution of pending legal issues, as discussed in Executive Session. Trustee Aldrete seconded the motion, which passed unanimously.

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

No action was taken.

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

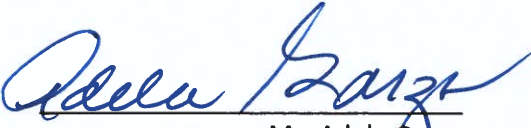
Trustee Garcia made a motion that the Board of Trustees adopt the revisions to the FY2024-2025 salary schedule, as discussed in Executive Session. Trustee Camarillo seconded the motion, which passed unanimously.

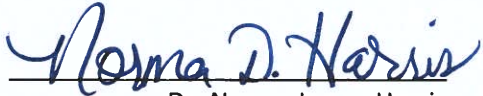
14. Announcement of Proposed Meeting Dates

- a. Regular Board Meeting – Thursday, January 23, 2025, 5:30 p.m.
- b. Regular Board Meeting – Thursday, February 20, 2025, 5:30 p.m.

15. Adjournment

Vice Chair Saenz made a motion adjourn. Trustee Camarillo seconded the motion, which carried unanimously. The meeting was adjourned at 7:45 p.m.


Ms. Adela Garza
Chair, Board of Trustees


Dr. Norma Lopez Harris
Secretary, Board of Trustees

The video recording of the Regular Board of Trustees meeting held on November 21, 2024 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.