



# Texas Southmost College

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## TEXAS SOUTHMOST COLLEGE DISTRICT

### Public Hearing and Regular Meeting of the Board of Trustees

**September 18, 2025**

The Board of Trustees of the Texas Southmost College District convened in open session on September 18, 2025 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; Mr. Edward Camarillo; and Mr. Edgar Garcia. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College. Absent was 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

Trustee Aldrete 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:

#### CCATT Conference

TSC participated in the Community College Association of Texas Trustees Conference in Austin on September 11-13. Chair Garza said the conferences are important to attend because trustees across the state have the opportunity to learn from each other and expert speakers, with sessions affirming how well TSC is doing. She thanked Secretary Lopez Harris, Trustee Garcia, President Rodríguez, and Board Liaison Claudia Hernandez for their participation.

#### Infinity Medal Awards

Texas Southmost College was well-represented at the Infinity Medal Awards held earlier this week at the Brownsville Events Center, during which Chair Garza was honored with an award for her selfless dedication to improving the well-being of others. Chair Garza said she was very honored by the recognition and appreciated the many community leaders and friends from both sides of the border who participated. In

addition to President Rodríguez and a number of TSC staff members present, the Brownsville Mayor, Port of Brownsville Commissioner Steve Guerra, and many others came out to celebrate the honorees.

#### **Centennial Celebration Events Planned**

The TSC Foundation Board of Directors approved the 2026 calendar of events for TSC's Centennial celebration during their September board meeting. Chair Garza noted that it will be a spectacular celebration, all year long, and called upon Dr. Stella Garcia, Vice President of Institutional Advancement and Chief of Staff, to report out on centennial events. Dr. Garcia presented the centennial celebration logo, and highlighted the following events: Conjunto Festival, Charro Fest and Loteria, TSC Historic Run and Half Marathon, Diamond Gala, Bougainvillea Ball, Play Day at the Zoo, Flags on the Lawn, Scorpion Salsa Social, Summer Movie on the Lawn, July Drone Spectacular, Sting Day, Generations/Alumni Day, Halloween Haunted Tour, Dia de los Muertos, and the December Centennial Celebration Finale.

Chair Garza and Trustee Aldrete thanked the TSC Foundation Centennial Committee for their good work.

### **5. President's Report**

#### **Bechtel Check Presentation**

The Texas Southmost College Scholarship Fund received a significant boost when industry partner, Bechtel, presented the TSC Foundation with a check for \$50,000. The gift will support students in the TSC Pipefitting Level II program. In addition, Bechtel is seeking to hire 40 qualifying graduates from this program by the end of the year. President Rodríguez thanked Jamie McMillan, Bechtel Project Manager and the entire Bechtel team for making the investment. He also thanked Vice President Richard Mesquias, for his work in facilitating this ongoing collaboration with Bechtel, as well as Chair Garza for participating in the event.

#### **Security First Check Presentation**

Security First Credit Union presented TSC with a check for \$7,500 as part of the college's new Pre-Apprenticeship Banking Program. The innovative, 11-week program will prepare BISD students for apprenticeships and entry-level positions in the credit union and banking industry. President Rodríguez thanked President and CEO of Security First Credit Union Andy Reed, Texas Regional Bank, and Vice President Richard Mesquias and his team for developing the new opportunity.

#### **SACSCOC Onsite Visit: Off Campus Instructional Sites**

TSC is pursuing SACSCOC approval to grow the number of off-campus instructional sites. The SACSCOC site visit team visited the college and its dual enrollment partner campuses. President Rodríguez called on Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technology (IEET), to provide an update. Mr. Hernandez said the site visit team visited five different school partners and did not have any findings or recommendations to make. He said they were extremely impressed with the work TSC is engaged in with the school partners. Chair Garza complemented TSC staff on the remarkable collaboration taking place. President Rodríguez thanked the teams from IEET and Student Services—especially Mr. Hernandez, Ms. Vanessa Vasquez, Ms. Ruth Torres, and Dr. Prisci Tipton—who worked with education partners to prepare data needed in advance, prep for the in-person visit, and host the site visit team.

**RGV Partnership Leadership Panelist**

Texas Southmost College was in the spotlight during the September session for the RGV Leadership Partnership program. Each year, up-and-coming leaders across our communities apply to become a part of the RGV Partnership's program. Higher education was their featured topic for September, and President Rodríguez served on the panel with other institutions of higher education (IHE) leaders during the agenda. He noted that it was a good opportunity to cultivate more ambassadors to advance the work at TSC.

**National Day of Service & Remembrance**

The Scorpion Community observed the 9/11 Day of Remembrance last week. It was a true community collaboration with the Rivera High School ROTC Color Guard participating, and Brownsville Fire Department Deputy Chief Gabriel Garza serving as the keynote speaker. There was a good community turn-out to honor the victims of that day, as well as to support first responders. President Rodríguez thanked the Student Life team for hosting the community event.

**Student Services Events**

As TSC launched the fall semester, the hard-working Student Services team—led by Dr. David Plummer, Ms. Vanessa Vasquez, and Dr. Prisci Tipton—held a number of events to enhance the Scorpion community and foster student success. These included:

- Constitutional Day
- Coffee Day
- Mindful Mondays
- Waffle Wednesday
- Club Fair

**Video Presentation**

President Rodríguez shared a video, which highlighted college activities that have occurred since the board last met.

President Rodríguez thanked the Board of Trustees for their continued commitment to the college and the communities it serves and he thanked them for their leadership in setting the course to move forward with purpose and direction.

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

**a. Public Hearing and Regular Meeting – August 28, 2025**

**Trustee Aldrete made a motion to approve the minutes of the Public Hearing and Regular Meeting of August 28, 2025. Trustee Camarillo seconded the motion, which passed unanimously.**

Following executive session, Mr. Carlos Pecero, Interim Vice President for Finance and Administration, provided information regarding suggested corrections to the minutes. In the minutes for the Public Hearing and Regular Meeting, language noted that the tax rates were applied to each \$100,000 of valuation, when, instead, they are applied per \$100 of valuation.

**Trustee Camarillo made a motion to correct the minutes of the Public Hearing and Regular Meeting of August 28, 2025. Trustee Aldrete seconded the motion, which passed unanimously.**

**7. Student Services Committee**

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

**a. Update and information on Texas Southmost College's NJCAA intercollegiate teams**

Dr. David Plummer, Vice President of Student Development, and Dr. Prisci Roca Tipton, Associate Vice President of Educational Partnership and Outreach, were called upon to present the item. Dr. Tipton reported out on the soccer team rosters, student-athletes' NJCAA recognitions, student-athlete university transfers, upcoming games, cross country team rosters, and the cross country team schedule.

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

**8. 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, and Mr. Ronald Robles, Executive Director Facilities and Physical Plant, were called upon to present the item. Mr. Robles provided an update on the following items: thermal plant cooling tower installation, hydronic line replacement, ITECC pipe fitting lab, rehab of the American Legion Building, and the PUB water tower demolition.

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

**9. Finance Committee**

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

**a. Consideration and possible action on award RFP 25-15 Book Publishing**

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. Dr. Garcia reviewed the RFP timeline, scope of work, evaluation committee, scoring tabulation, evaluation criteria, and budget and financial impact. Two vendors responded to the RFP, with Ideal Publishers, LLC earning the highest score from the committee.

The board engaged in brief discussion of content for the book and a potential digital book format.

**Vice Chair Saenz made a motion to award RFP 25-15 for Book Publishing to Ideal Publisher, LLC 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 of optical character recognition software with Shamrock Solutions, LLC**

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said the proposed software will streamline processes in Student Services by turning manual transcripts into digital documents. The board engaged in a brief discussion of the use of the scanned documents.

**Vice Chair Saenz made a motion to approve the contract for optical character recognition software from Shamrock Solutions, LLC through exempted purchasing method with a total four-year contract amount of \$91,870.80 and authorize President Rodríguez to execute the contract, as presented. Secretary Lopez Harris seconded the motion, which passed unanimously.**

**c. Monthly Financial Statement Report for the month ended July 31, 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 July 31, 2025.

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

**d. Report on grants awarded to Texas Southmost College for the month of July**

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the report on grants awarded to Texas Southmost College for the month of July.

The item was for information only. No action was taken

**10. Academic Committee**

Chair Garza called upon Trustee Aldrete to present the report.

**a. Consideration and possible action on the memorandum of understanding between Texas Southmost College and Region One Education Service Center**

Dr. Christopher Alves, Interim Dean of Arts & Sciences, was called upon to present the item. Dr. Alves said the MOU ensures sustained collaboration and implementation of the HB5 College Preparatory Course Program to enhance college readiness among high school graduates.

**Trustee Aldrete made a motion to approve the MOU between Texas Southmost College and Region One Education Service Center, and authorize President Rodríguez to execute the agreement, as presented. Vice Chair Saenz seconded the motion, which passed unanimously.**

**11. Policies Committee**

Chair Garza called on Trustee Aldrete to present the report.

**a. Consideration and possible action to approve the TASB Update 49 LOCAL policies:**

- **CHA (LOCAL) Site Management: Inspections (delete policy)**
- **DIAB (LOCAL) Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics (revise policy)**
- **FFDB (LOCAL) Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics (revise policy)**
- **FLBC (LOCAL) Student Conduct: Prohibited Organizations and Hazing (add policy)**

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

- **CHA (LOCAL) Site Management: Inspections (delete policy)** – the language has been moved to another policy that the board previously approved
- **DIAB (LOCAL) Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics (revise policy)** – the language has been reorganized and updated regarding the prohibition of retaliation
- **FFDB (LOCAL) Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics (revise policy)** – the language has been reorganized and updated to clarify the prohibition of retaliation
- **FLBC (LOCAL) Student Conduct: Prohibited Organizations and Hazing (add policy)** – this is a new recommended local policy to address campus hazing in response to the federal Stop Campus Hazing Act

**Trustee Aldrete made a motion to approve the following TASB Update 49 Local policies: CHA, DIAB, FFDB, and FLBC. Vice Chair Saenz seconded the motion, which passed unanimously.**

**12. Executive Session**

The Board convened in Executive Session at 6:32 p.m.

The Board reconvened in Open Session at 7:58 p.m.

**13. Action on Executive Session Matters****a. Consideration and possible action on FY 25-26 Salary Schedule (Section 551.074)**

**Trustee Aldrete made a motion to authorize and approve the Fiscal Year 2025-2026 Salary Schedule, as discussed in executive session. Trustee Camarillo seconded the motion, which passed unanimously.**

**b. Consideration and possible action on award RFP 25-13 (Section 55.0761)**

Trustee Garcia made a motion to award RFP 2025-13, and authorize President Rodríguez to execute the contract as discussed in executive session. Vice Chair Saenz seconded the motion, which passed unanimously.

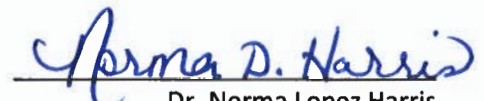
**14. Announcement of Proposed Meeting Dates**

- a. Regular Board Meeting – Thursday, October 16, 2025, 5:30 p.m.
- b. Regular Board Meeting – Thursday, November 20, 2025, 5:30 p.m.

**15. Adjournment**

Trustee Aldrete made a motion to adjourn. Trustee Camarillo seconded the motion, which passed unanimously. The meeting was adjourned at 8:00 p.m.

  
Ms. Adela Garza  
Chair, Board of Trustees

  
Dr. Norma Lopez Harris  
Secretary, Board of Trustees

*The video recording of the Public Hearing and Regular Board of Trustees meeting held on September 18, 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.*