



Board of Trustees

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TEXAS SOUTHMOST COLLEGE DISTRICT

Regular Meeting of the Board of Trustees

June 26, 2025

The Board of Trustees of the Texas Southmost College District convened in open session on June 26, 2025 at 5:49 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 5:49 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:

State of the Port event

Chair Garza, Vice Chair Saenz, Secretary Lopez Harris, Trustee Aldrete, and President Rodríguez attended the State of the Port event last month at the Brownsville Events Center. Brownsville Navigation District Chairman Esteban Guerra delivered the address and highlighted the Port's role in growing the local economy. During the event, Chair Garza met with Ana Garcia, who is the long-time Regional Director for Senator John Cornyn's office and has been a good friend to Texas Southmost College.

TSC Strategic Planning

Over the past several months, the Board and many stakeholder groups have been engaged in a strategic planning process.

- In April, the facilitator held focus groups with students, faculty, staff, and community members.
- Electronic surveys were emailed to gather input from as many stakeholders as possible.

- The Board of Trustees Strategic Planning Committee, consisting of Secretary Lopez Harris and Trustee Camarillo, held two meetings to review all of the data gathered, and moved forward recommendations for strategic goals and priorities.
- The full Board of Trustees held three workshops to review the data and the Strategic Planning Committee's recommendations for the 2026-2030 strategic plan.
- Tonight, the Board of Trustees will consider approval of the new strategic plan, which is on the agenda for consideration.

Chair Garza thanked the entire Scorpion Community for participating in the process. She noted that she is excited about Texas Southmost College's next chapter, as the college approaches its 100th year of service to its communities.

5. President's Report

Criminal Justice TCOLE results

President Rodríguez announced that the TSC Criminal Justice Institute Advisory Board was notified that all 31 spring graduates successfully passed their TCOLE licensing exam. He said this achievement is a testament to the dedication, professionalism, and unwavering support demonstrated by our Workforce Training and Continuing Education (WTCE) Leaders and instructors, led by Vice President Richard Mesquias and Associate Vice President (AVP) Angelica Fuentes. Their collective efforts have been incredible in cultivating successful cadets and contributing to a safer, stronger workforce for local communities. President Rodríguez thanked the Trustees for their investment in the program, which has produced an exceptional return on investment (ROI).

Graduation ceremonies

Since the Board's last meeting, TSC has held a number of ceremonies to honor its graduating students. During the Spring Commencement Ceremony, TSC honored a graduating class that was 988 students strong. Mrs. Theresa Ann Capistran, Superintendent of Point Isabel Independent School District, served as the commencement speaker, encouraging students to have confidence in all of the knowledge and skills they have gained, as they go out to conquer the world. In addition, over the past month TSC celebrated the graduations of ACE students, Health Professions students, and Criminal Justice Institute cadettes. President Rodríguez extend his thanks to Chair Garza, Secretary Lopez Harris, Trustee Aldrete, Trustee Camarillo, and Trustee Garcia for participating in the events, and to all of the trustees for supporting TSC students.

IT Conference Presentations

TSC's IT employees, including Vice President Luis Villarreal, Randy Wallace, Miriam Garza, and Conrad Perfett participated in the Ellucian Live Conference held during the spring semester in Orlando, Florida, during which they led three conference sessions. President Rodríguez congratulated the team and thanked them for sharing the good work that is taking place at Texas Southmost College on the national stage.

TASB Training

TSC was granted a Risk Management Education Grant from TASB (Texas Association of School Board) to fund tuition for Human Resources (HR) and Facilities staff to engage in training on a wide variety of topics, from managing FMLA to electrical safety in the workplace. President Rodríguez thanked Keila Tuttle, Director of Operations for Safety and Risk Management, for spearheading the opportunity.

Scorpion Youth Soccer Camp

TSC held its third annual Scorpion Youth Soccer Camp in early June. Approximately 50 young athletes participated, representing Brownsville, San Benito, and Los Fresnos. President Rodríguez thanked the Student Services team for facilitating the high level of community engagement, which was led by Vice President Plummer, Dr. Ponce, Coach Zamora, and volunteer soccer players. He also extended his thanks to Trustee Camarillo for participating in the camp awards ceremony.

Soccer Regional All-Academic team

TSC's Scorpions are demonstrating what it truly means to be a successful student-athletes. Twelve soccer players were named to the Region 14 All-Academic Team. To earn this distinction, they had to compete in one season of a varsity sport and complete 24 credit hours, earning a minimum GPA of 3.2. President Rodríguez congratulated Alessandra Aldape, America Gonzalez, America Guerra, Anahi Banda, Camila Minez, Christian Casas, Romualdo Gonzalez, Claireddy Martinez, Isabel Rodríguez, Maritza Saenz, Elizabeth Torres, and Kevin Zamora for showing TSC's communities what it means to be Scorpion Strong!

Student Services events

President Rodríguez reported that, with the summer in full swing, the hard-working Student Services team, led by Vice President Plummer and Associate Vice President Vanessa Vasquez, continues to engage the campus community to foster student success. Their teams led the following activities:

- Sign Language Classes
- Career Services workshops and employer connections
- Blood drive
- Juneteenth Celebration
- Registration Roundup

New programs

During the fall semester, TSC will offer several new programs: Associate of Arts in Music, Associate of Science in Allied Health Education, Structural Welding CERT2, and Welding CERT1. President Rodríguez thanked the Board of Trustees for setting the course for the expansion of programs that are relevant to the community and connect students to high-wage/high-demand careers.

Video Presentation

President Rodríguez shared a video, which highlighted college activities that have occurred since the previous Board of Trustee Meeting.

President Rodríguez thanked the Board of Trustees for their continued commitment to the college and the communities it serves. He said the college community greatly appreciates their leadership in setting the strategic vision, which allows TSC to continue to move forward with purpose and direction.

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

a. Regular Meeting – May 15, 2025

Trustee Aldrete made a motion to approve the minutes of the Regular Meeting of May 15, 2025. Vice Chair Saenz seconded the motion, which passed unanimously.

7. Consideration and possible action on approval of the TSC Strategic Plan

Chair Garza called upon President Rodríguez to present the report. He reviewed the many stakeholder activities held over the Spring Semester and early Summer Session to gather input for the new 2026-2030 plan. Chair Garza noted how engaged the community was during the focus groups. The plan includes updated vision and mission statements, as well as five strategic goals, which are all supported by a number of strategies. The new strategic goals include:

1. Increase student enrollment, retention, completion and transfer
2. Align academic and continuing education pathways to the workforce
3. Enhance facilities and technology infrastructure
4. Expand employee development and organizational culture
5. Elevate community engagement and institutional visibility

Trustee Camarillo and Secretary Lopez Harris thanked the strategic planning facilitator and the TSC team, including Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, for leading the development of the plan. Chair Garza also thanked the BOT Strategic Planning committee for their work in moving the plan forward.

Trustee Camarillo made a motion to approve the strategic plan. Trustee Aldrete seconded the motion, which passed unanimously.

8. Finance Committee

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

a. Consideration and possible action to approve 2025-2026 tuition and fees schedule

Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, was called upon to present the item. He said the tuition and fee schedule will allow students to have the appropriate tools and materials needed to be successful on day one and will facilitate their acquisition of licenses and certifications upon graduation. Chair Garza thanked the administrators for their collaborative and creative work on the new schedule that will promote student success.

Vice Chair Saenz made a motion to approve the 2025-2026 tuition and fees schedule as presented. Secretary Lopez Harris seconded the motion, which passed unanimously.

b. Consideration and possible action on approval of Budget Amendment 25-003 to recognize excess revenue in the amount of \$2,000,000

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He said the proposed budget amendment is to recognize excess revenue in investment income, tuition and fees, and ad valorem taxes. The revenue will be used to fund a number of infrastructure and renovation projects throughout the campus. The Board engaged in a discussion of

the ongoing assessment of high-need projects.

Vice Chair Saenz made a motion to approve Budget Amendment 25-003 for Fiscal Year 2025 as presented. Secretary Lopez Harris seconded the motion, which passed unanimously.

c. Consideration and possible action to approve resolution for emergencies and disasters

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He said the proposed resolution was drafted as a result of a college table top exercise led by the Office of Risk Management, which was designed to identify resources needed during emergencies and disasters. The Board engaged in a discussion of the designation of college authority during emergency and disasters, to ensure proper checks and balances.

Vice Chair Saenz made a motion to approve resolution for emergencies and disasters, as presented. Secretary Lopez Harris seconded the motion, which passed unanimously.

d. Consideration and possible action on adoption of the 2025 Historic Preservation Plan Resolution granting tax exemptions to eligible historic sites listed in the 2025 Historic Preservation Plan adopted by the City of Brownsville

Mr. Carlos Pecero, Interim Vice President of Finance and Administration, was called upon to present the item. He reviewed the City of Brownsville's 2025 Historic Preservation Plan, Schedules A and B. The Board engaged in a discussion of local taxing districts that grant the exemptions.

Vice Chair Saenz made a motion to adopt the 2025 Historic Preservation Plan Resolutions granting tax exemptions to eligible historic sites listed in the 2025 Historic Preservation Plan Schedule A, removing the properties listed on Schedule B (expired term), as presented. Secretary Lopez Harris seconded the motion, which passed unanimously.

e. Monthly Financial Statement Report for the month ended April 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 April 2025.

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

9. Academic Committee

Chair Garza called upon Trustee Aldrete to present the report.

a. Consideration and possible action to approve the Interlocal agreement between Texas Southmost College and the City of Brownsville Municipal Court for a Teen Court

Dr. Christopher Alves, Interim Dean of Arts & Sciences, was called upon to present the item. He said the Brownsville Municipal Court seeks to create a diversional program for juveniles for the adjudication of status (non-criminal) offenses. Through the proposed agreement, TSC's Criminal Justice and Paralegal students would have active roles in the program aligned with student learning outcomes.

The Board engaged in a discussion of how the program might provide prospective students with pathways into workforce programs.

Trustee Aldrete made a motion to approve the interlocal agreement between the City of Brownsville Municipal Court and Texas Southmost College for Brownsville Diversionary Program or Teen Court, as presented. Vice Chair Saenz seconded the motion, which passed unanimously.

b. Consideration and possible action to approve a Memorandum of Understanding between Texas Southmost College and the University of Texas Rio Grande Valley

Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, was called upon to present the item. He said the proposal would enhance TSC students' transfer of core courses to UTRGV and facilitate the reverse transfer of credits to TSC students who qualify to earn an associate's degree.

Trustee Aldrete made a motion to approve the Memorandum of Understanding between Texas Southmost College and the University of Texas Rio Grande Valley and authorize President Rodríguez to sign the Memorandum of Understanding, as presented. Trustee Zavaleta seconded the motion, which passed unanimously.

c. Consideration and possible action to approve a Memorandum of Understanding between Texas Southmost College and National University

Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, was called upon to present the item. He said the proposed MOU would provide TSC students with a seamless transfer process--as well as scholarship opportunities for students, employees, and alumni--for those seeking to pursue National University's bachelor's degree programs.

Trustee Aldrete made a motion to approve the Memorandum of Understanding between Texas Southmost College and National University and authorize President Rodríguez to sign MOU, as presented. Trustee Zavaleta seconded the motion, which passed unanimously.

d. Consideration and possible action to approve the Articulation Agreement between Texas Southmost College and Del Mar College

Dr. Herminio Guajardo, Dean of Health Professions, was called upon to present the item. He said the proposed agreement facilitates a seamless transfer of credits for TSC Associate Degree Nursing graduates into the Del Mar College Bachelor of Science in Nursing program.

Trustee Aldrete made a motion to approve the Articulation Agreement between Texas Southmost College and Del Mar College and authorize President Rodríguez to sign the agreement, as presented. Trustee Zavaleta seconded the motion, which passed unanimously.

- e. **Consideration and possible action to approve the Affiliation Agreement between Texas Southmost College and Doctors Hospital at Renaissance**

Dr. Herminio Guajardo, Dean of Health Professions, was called upon to present the item. He said the proposed agreement facilitates clinical learning experiences for TSC students in credit and non-credit Health Professions programs at Doctors Hospital at Renaissance.

Trustee Aldrete made a motion to approve the Affiliation Agreement between Texas Southmost College and Doctors Hospital at Renaissance and authorize President Rodríguez to sign the agreement, as presented. Trustee Zavaleta seconded the motion, which passed unanimously.

- f. **Consideration and possible action to approve the Affiliation Agreement between Texas Southmost College and HCA Gulf Coast Division, Inc.**

Dr. Herminio Guajardo, Dean of Health Professions, was called upon to present the item. He said the proposed agreement facilitates clinical learning experiences for TSC students in the Health Professions programs at facilities within the HCA Gulf Coast Division, Inc.

Trustee Aldrete made a motion to approve the Affiliation Agreement with HCA Gulf Coast Division, Inc. and authorize President Rodríguez to sign the agreement, as presented. Trustee Zavaleta seconded the motion, which passed unanimously.

- g. **Consideration and possible action to approve the Articulation Agreement between Texas Southmost College and Texas State University's Department of Organization Workforce Leadership Studies**

Dr. Herminio Guajardo, Dean of Health Professions, was called upon to present the item. He said the proposed agreement facilitates the seamless transfer of TSC Health Professions students' credits into Texas State University's Department of Organization, Workforce and Leadership Studies.

Trustee Aldrete made a motion to approve the Articulation Agreement with Texas State University's Department of Organization, Workforce, and Leadership Studies and authorize President Rodríguez to sign the agreement, as presented. Trustee Zavaleta seconded the motion, which passed unanimously.

- h. **Consideration and possible action to approve the Renewal of the Affiliation Agreement between Texas Southmost College and South Texas Emergency Care Foundation, Inc.**

Dr. Herminio Guajardo, Dean of Health Professions, was called upon to present the item. He said the proposed agreement is a renewal, which provides TSC's Emergency Medical Sciences students with clinical experiences through the South Texas Emergency Care Foundation, Inc.

Trustee Aldrete made a motion to approve the renewal of the affiliation Agreement with South Texas Emergency Care Foundation, Inc. and authorize President Rodríguez to sign the agreement, as presented. Trustee Zavaleta seconded the motion, which passed unanimously.

10. Facilities Committee

Chair Garza called upon Trustee Camarillo to present the report.

a. Consideration and possible action on approval of matching grant support for the Texas Historical Commission's Texas Preservation Trust Fund grant program

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She reported that the Texas Historical Commission invited TSC to submit a grant proposal to restore TSC historic buildings as part of the proposed Fort Brown Heritage Walk. The competitive grants are awarded on a one-to-one match basis. The Board engaged in a discussion of the type of windows that would be used in the restoration.

Trustee Camarillo made a motion to approve the allocation of matching grant support in the amount of \$50,000 contingent on the Notice of Grant Award for \$50,000 from the Texas Historical Commission (\$100,000 project total) and to authorize President Rodríguez to execute related documents, as presented. Trustee Garcia seconded the motion, which passed unanimously.

b. Consideration and possible action on award RFP 25-10 for Campus Directional Signage Design

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She reviewed the following RFP items: timeline, scope of work, evaluation committee, scoring tabulation, evaluation criteria, and budget and financial impact. Three vendors responded to the RFP, with Fd2s receiving the highest score from the committee.

Trustee Camarillo made a motion to award RFP 25-10 for Campus Directional Signage Design to Fd2s, Inc. and authorize President Rodríguez to execute the contract, as presented. Trustee Garcia seconded the motion, which passed unanimously.

c. Consideration and possible action on approval of ITECC pipe fitting lab power upgrades proposal

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, and Mr. Ronald Robles, Executive Director of Facilities and Physical Plant, were called upon to present the item. Mr. Robles reviewed the scope of work for the next phase of the project, purchasing cooperatives rationale, and budget and financial impact. Four vendors responded to the RFP, with Signs and More, LLC receiving the highest score from the committee. The Board engaged in a brief discussion of the vendors' experience.

Trustee Camarillo made a motion to approve the ITEC Center pipe fitting lab power upgrades project with Signs and More, LLC through Choice Partners contract in the amount of \$242,697 plus five percent contingency to cover unforeseen events and authorize President Rodríguez to execute the purchase order contract, as presented. Trustee Garcia seconded the motion, which passed unanimously.

d. Consideration and possible action on award for Engineering Design Services for the replacement of Centrifugal Chillers 3 & 4 of Main Campus Thermal Plant

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She reviewed the project timeline and history, board-approved vendors for engineering services, selection process, scope of work, and budget and financial impact.

Trustee Camarillo made a motion to negotiate the contract award for engineering design services for the replacement of centrifugal chillers 3 and 4 project with Ethos Holistique Holdings, LLC dba Ethos Engineering and authorize President Rodriguez to execute the contract, as presented. Trustee Garcia seconded the motion, which passed unanimously.

e. Consideration and possible action on approval of furniture purchase

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, was called upon to present the item. She reviewed the schedule of events and described the proposed furniture to be purchased for classrooms, science labs, common areas, and offices located in M-1 Building, Cortez Hall and ITECC. The Board engaged in a discussion of the classroom chair specifications.

Trustee Camarillo made a motion to approve the furniture purchase directly from the manufacturer Krueger International (KI) through OMNIA Partners contract in the amount of \$368,000 and authorize President Rodríguez to execute the purchase order contract, as presented. Trustee Garcia seconded the motion, which passed unanimously.

f. Facilities Update

Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff, and Mr. Ronald Robles, Executive Director of Facilities and Physical Plant, were called upon to present the item. Dr. Garcia provided an update on the demolition of the PUB water tower. Mr. Robles provided an update on the thermal plant cooling tower installation, ITECC fire line replacement project, and the hydronic line replacement.

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

11. Policy Committee

Chair Garza called on Trustee Aldrete to present the report.

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

BCA (LOCAL) - Board Internal Organization: Board Officers and Officials

BCB (LOCAL) - Board Internal Organization: Board Committees

BCE (LOCAL) - Board Internal Organization: Advisory Committees

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

- **BCA (LOCAL) - Board Internal Organization: Board Officers and Officials**, which defines how the Board's officers are elected

- BCB (LOCAL) - Board Internal Organization: Board Committees, which defines the appointment of Board of Trustee committees
- BCE (LOCAL) - Board Internal Organization: Advisory Committees, which defines the appointment of advisory committees

Trustee Aldrete made a motion to approve the following TASB Update 49 Local policies: BCA, BCB, and BCE. Vice Chair Saenz seconded the motion, which passed unanimously.

b. Consideration and possible action to approve the following revisions to Local policies:

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

EA (LOCAL) - Academic Year and Calendar

ECC (LOCAL) - Instructional Arrangements Course Load and Schedules

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

- DJ (LOCAL) - Assignment, Work Load, and Schedules, which defines teaching modalities and experiential learning
- EA (LOCAL) - Academic Year and Calendar, which adds orientation
- ECC (LOCAL) - Instructional Arrangements Course Load and Schedules, which is revised to align with Coordinating Board rules

The Board engaged in a brief discussion of faculty workloads specified in policy DJ (LOCAL).

Trustee Aldrete made a motion to approve the following LOCAL policies: DJ, EA, and ECC. Secretary Lopez Harris seconded the motion, which passed unanimously.

12. Executive Session

The Board convened in Executive Session at 7:16 p.m.

The Board reconvened in Open Session at 9:11 p.m.

13. Action on Executive Session Matters

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

No action was taken.

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

No action was taken.

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

Discussion of the FY 24-25 Salary Schedule

Trustee Camarillo made a motion to authorize and approve the 2024-2025 Salary Schedule for FY 24-25, as discussed in executive session. Trustee Aldrete seconded the motion, which passed unanimously.

d. Deliberation regarding security devices or security audits; Section 551.089 Texas Government Code

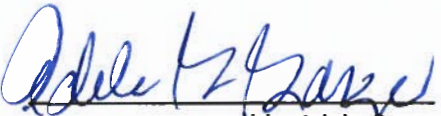
No action was taken.

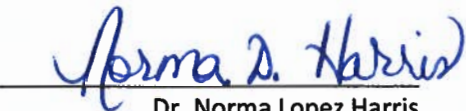
14. Announcement of Proposed Meeting Dates

- a. First Reading of Budget – Thursday, August 14, 2025
- b. Public Hearing and Regular Board Meeting – Thursday, August 28, 2025, 5:30 p.m.
- c. Regular Board Meeting – Thursday, September 18, 2025, 5:30 p.m.

15. Adjournment

Trustee Camarillo made a motion to adjourn. Trustee Aldrete seconded the motion, which passed unanimously. The meeting was adjourned at 9:12 p.m.


Ms. Adela Garza
Chair, Board of Trustees


Dr. Norma Lopez Harris
Secretary, Board of Trustees

The video recording of the Special Board of Trustees meeting held on June 26, 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.