



Board of Trustees

Francisco G. Rendon
Chair

Adela G. Garza
Vice Chair

Trey Mendez, J.D.
Secretary

Robert A. Lozano, M.D., Ph.D.

Reynaldo Garcia, DDS

René Torres

Ramon Champion Hinojosa

TSC President

Lily F. Tercero, Ph.D.

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

September 26, 2013

The Board of Trustees of the Texas Southmost College District convened in open session on September 26, 2013, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board members present were Francisco G. Rendon, Chair; Trey Mendez, Secretary; Dr. Reynaldo Garcia and Dr. Robert Lozano. Also present was Dr. Lily F. Tercero, President of Texas Southmost College. Absent were Adela Garza, Vice Chair, and René Torres.

1. Call to Order

The meeting was called to order by Chairman Rendon at 5:36 p.m.

2. Announcements

Chairman Rendon called on Dr. Tercero to make the announcements. Dr. Tercero announced the appointment of key positions within the College: Dr. Marti Flores, Vice President of Instruction; Mr. Mike Shannon, Vice President of Student Services; Dr. Angelica Fuentes, Dean of College Preparatory Studies/Science, Technology, Engineering & Mathematics; Ms. Kim Sanchez, Director of Benefits and Compensation; Ms. Patricia Sanchez, Coordinator of Purchasing and Mr. Eric Delgado, Director of Facilities and Physical Plant.

Dr. Tercero reported that TSC employs over 264.7 Full-Time Equivalent (FTE) that equates 127 full/part-time faculty, 134 staff, and 74 part-time students. She also stated that TSC's hiring process will continue.

Dr. Tercero announced that the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) application has been submitted. The application is now being reviewed by staff of SACSCOC, who will notify TSC with the results of their review. Based on the review and any follow-up action that may

be needed for TSC, Dr. Belle Wheelan, President of SACSCOC, may authorize TSC to complete a compliance certification and schedule a visit in March or April of 2014. The SACSCOC may review the report submitted by the visiting team in June of 2014.

3. Speakers to Agenda Items and Public Discussion

There were several students that addressed the Board on behalf of the Respiratory Care Program and expressed their concerns regarding the program.

Mr. Robert Uresti, TSC Student addressed the Board on behalf of his fellow students and expressed concerns regarding books.

Mr. Gene Fernandez, Brownsville Historical Association, addressed the Board regarding their concerns on the Hunter Room preservation.

4. Mission Statement

Chairman Rendon read the existing mission for Texas Southmost College District as follows:

“Transforming our communities through innovative learning opportunities”

5. Approval of Minutes of Previous Meetings

**Consideration and Approval of Minutes of the
Regular Meeting of the Public Hearing August 19, 2013; the
Special Meeting of August 19, 2013; Public Hearing of August
22, 2013; Regular Meeting of August 22, 2013; the Special
Meeting of August 29, 2013; and the Special
Meeting of September 5, 2013.**

A motion was made by Mr. Hinojosa to approve the Minutes of the Regular Meeting of the Public Hearing August 19, 2013; the Special Meeting of August 19, 2013; Public Hearing of August 22, 2013; Regular Meeting of August 22, 2013; the Special Meeting of August 29, 2013; and the Special Meeting of September 5, 2013 as presented. The motion was seconded by Dr. García and carried. Mr. Mendez abstained from the Special Meetings of August 29, 2013 and September 5, 2013.

6. Approval of Selection of an Optional Retirement Program and Tax Deferred Account Providers for TSC Personnel

Consideration and Approval of Selection of an Optional Retirement Program and Tax Deferred Account Providers for TSC Personnel

Chairman Rendon called on Mr. Chet Lewis, Vice President for Finance and Administration to present the item. Mr. Lewis stated that TSC, as an Optional Retirement Program (ORP) employer, is in the process of establishing its own list of ORP and Tax Deferred Account (TDA) companies that are authorized to provide ORP/TDA products to eligible employee participants.

In order to support this initiative, TSC has requested proposals for ORP/TDA products for TSC personnel according to TSC purchasing policies and procedures through two solicitation processes. The Request for Proposals called for a list of general requirements and qualifications including ability to provide services to TSC, project team and management expertise. Proposals were received from TIAA-CREF, Waddell & Reed, Inc., AXA Equitable, North American Co. for Life and Health Insurance, Great American Financial Resources, ING Life Insurance, TCG Consulting, VALIC, ISC Group, and Life Insurance Co. of the Southwest.

The evaluation result identified the following companies as qualified respondents: TIAA-CREF, Waddell & Reed, Inc., AXA Equitable, ING Life Insurance, VALIC, ISC Group, and Life Insurance Co. of the Southwest. The basis of the selection are companies with the products that best meet the needs of the College and its employees in accordance with requirements established by THECB and other applicable State and Federal laws and regulations. The contract term is anticipated to be a multi-year contract.

A motion was made by Mr. Mendez to select all qualified respondents as the authorized providers for Optional Retirement Program and Tax Deferred Account Products for TSC personnel and authorize the President to negotiate and execute contracts with the companies as presented. The motion was seconded by Dr. Lozano and carried unanimously. Exhibit "A"

7. Approval of Proposal for Installation of Utility Meters for TSC Buildings

Consideration and Approval of Proposal for Installation of Utility Meters for TSC Buildings

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis stated that in the Letter of Intent with UT System (LOI), TSC has agreed to lease some of the buildings it owns. As part of the LOI, individual metering is needed to properly

allocate utility costs for individual buildings as well as the utility costs related to the Thermal Plant. In addition, energy monitoring for TSC buildings has been identified as one of the cost control strategies to be implemented for conserving electrical power while saving resources. The installation of individual electrical meters will improve the existing management of energy resources and will provide knowledge of how it is being used by identifying areas of waste or opportunities for conservation and cost savings.

TSC requested a proposal for installation of electrical meters for several buildings from Entegral Solutions through a Buy Board Contract. The proposal received from Entegral Solutions is to provide and install up to twelve electrical meters throughout TSC campus buildings and to coordinate the rerouting and reconnection of power with TSC and Brownsville Public Utilities Board representatives in the amount of \$85,564. The meters are planned to be installed in the following locations: Tandy Hall, Lightner Center, Campus Police, Music building, Eidman Hall, Thermal Plant, Garza Gym, North & South buildings, Cortez Hall, Rusteberg Hall, Cavalry Hall and Science, Engineering and Technology Building.

The proposal also includes alternate prices for the installation of one 2400 volt meter to provide power for two (2) 750 ton chillers in the amount of \$15,883 and \$5,325 as unit cost for the installation of additional meters. TSC staff is reviewing different alternatives and evaluating the need for these additional costs with the purpose of saving costs and maximizing resources.

Buy Board is a purchasing cooperative program that serves state and local government institutions by conducting bidding processes according to the requirements established by the State of Texas. Staff has verified that Entegral Solutions is an awarded vendor for Buy Board and that it is authorized to sell under this contract.

A motion was made by Dr. García to approve the proposal from Entegral Solutions for the installation of utility meters for TSC buildings in the amount of \$85,564 and authorize the President to execute the contract.

And, to approve alternate proposals from Entegral Solutions for the installation of one 2400 volt meter and additional meters in the amount of \$15,883 and \$5,325 respectively if needed and authorize the President to execute the contract as presented. The motion was seconded by Mr. Hinojosa and carried unanimously. *Exhibit "B"*

8. Approval of Selection of a Company to Provide Security Services for TSC Campus

Consideration and Approval of Selection of a Company to Provide Security Services for TSC Campus

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis reported that as part of TSC's transition process to become functionally independent from The University of Texas at Brownsville (UTB), TSC will need to operate its own security personnel.

TSC is requesting security services for the main campus, including ITECC, from American Investigations & Security International through a TIPS/TAPS contract. American Investigations is a company that specializes in providing security services for different type of industries such as for commercial, governmental and other institutions. The proposed services are tailored to be for higher education campus security needs that include 24/7 coverage of on-site security personnel, uniforms, and equipment. The company will provide employee selection and training for all security personnel. The proposed rates are \$17.23 for lead officers, \$14.64 for un-armed officers and dispatchers. TSC plans to initiate services with the following security force: 1 Chief, 1 dispatcher, 1 lead officer, 3 officers for main campus and from 1 to 2 officers at ITECC campus.

The estimated contract length is to be from September to December 2013. However, TSC will have the option to extend the contract with American Investigations & Security International based on performance of services provided and other contract aspects.

TIPS/TAPS is a program that serves state and local government institutions by conducting bidding processes according to the requirements established by the State of Texas. Staff has verified that American Investigations & Security International is an awarded vendor for TIPS/TAPS and that is authorized to sell under this contract.

A motion was made by Mr. Mendez to select American Investigations & Security International to provide security services for TSC campus and authorize the President to negotiate and execute a contract as presented. The motion failed for the lack of second. Exhibit "C"

Dr. Tercero asked the Board to reconsider the agenda item.

A motion was made by Dr. García to reconsider negotiations of a contract for security for the College as presented. The motion was seconded by Dr. Lozano and carried unanimously.

A motion was made by Dr. Lozano to select American Investigations & Security International to provide security services for TSC campus with armed commission personnel and authorize the President to negotiate and execute a contract as presented. The motion was seconded by Mr. Mendez and carried. Mr. Rendon abstained from voting.

9. Approval of Proposal for Maintenance Services of TSC Campus Cooling Towers

Consideration and Approval of Proposal for Maintenance Services of TSC Campus Cooling Towers

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis recommended that the Board table the item for the next Board meeting.

A motion was made by Dr. Lozano to table the proposal from Johnson Controls to provide maintenance services of TSC Campus Cooling Towers in the amount of \$99,982 and authorize the President to execute the contract as presented. The motion was seconded by Mr. Hinojosa and carried unanimously. *Exhibit "D"*

10. Report on the College's Organizational Structure and Other Activities.

Chairman Rendon called on Dr. Tercero to give the report. Dr. Tercero stated that positions continue to be added to the College's organizational structure and that hiring of staff will continue through the coming months.

11. Executive Session as provided by Government Code, Chapter 551.071, and 551.072.

The Board convened in Executive Session at 6:27 p.m.

The Board reconvened in Regular Session at 8:05 p.m.

12. Consideration and possible action on matters discussed in Executive Session

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

No action was taken.

**Consultation with Attorney on Pending Real
Estate Issues, Section 551.072, Texas Government Code.
Consideration and approval regarding the possible leasing, sale,
exchange, transfer, and/or acquisition of real and personal property
interests in various tracts of land and buildings in connection with
the negotiations and contemplated agreements between the City
of Brownsville and Texas Southmost College.**

A motion was made by Dr. García to authorize the President to negotiate and execute the possible leasing, sale, exchange, transfer, and/or acquisition of real and personal property interests in various tracts of land and buildings in connection with the negotiations and contemplated agreements between the City of Brownsville and Texas Southmost College to include 10.02 acre tracts land, Kraiger House, Young House, and Neale House and other real estate covenants as presented. The motion was seconded by Mr. Hinojosa and carried. Mr. Mendez voted nay.

13. Proposed Meeting Dates

Thursday, October 17, 2013

Adjournment

The meeting was adjourned by Chairman Rendon at 8:11 p.m.



Mr. Francisco G. Rendon
Chairman, Board of Trustees



Trey Mendez, J. D.
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on September 26, 2013, 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 Max E. Roca, Administrative Assistant. 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.