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TEXAS SOUTHMOST COLLEGE DISTRICT

Minutes of the Regular Meeting of the Board of Trustees

September 15, 2022

The Board of Trustees of the Texas Southmost College District convened in open session on September 15, 2022 at 5:30 p.m. Board Members present were Ms. Adela Garza, Chair; Mr. J.J. De Leon, Vice Chair; Ms. Eva Alejandro; Mr. Ruben Herrera; Mrs. Delia Saenz; and Dr. Tony Zavaleta. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College. Ms. Alejandra Aldrete, Secretary, was absent.

**REGULAR MEETING
AGENDA**

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. President's Report

Chair Garza called on President Rodríguez to give his report.

Fall 2022/Scorpion Success Student Orientation

The Fall 2022 semester kicked off on August 22. The Student Services Division hosted a Scorpion Success Orientation for new students prior to the first day of class, which was well attended. Students were treated to entertainment and received information regarding campus student resources. President Rodríguez thanked Chair Garza and Immediate Past Chair Herrera for participating in the orientation sessions. He also reported on fall enrollment, which increased approximately 2% over last fall, at 7,665 students.

Space Channel Press Conference

TSC hosted a press conference on August 24 to announce a new partnership with Space Channel. Space Channel will produce stories from the TSC media studio, located in South Hall, and they have been recruiting TSC students to assist with on-air and behind-the-scenes production. President Rodríguez said he looks forward to the many opportunities the partnership will bring to TSC students and the region, and he thanked Chair Garza and Secretary Aldrete for participating in the event.

Welcome Week Activities

TSC hosted a number of welcome week events during the first two weeks of classes. Events included:

- Life Saver Crew, which helped new students find their classroom
- Flamin' Hot Leaders--President Rodríguez thanked Secretary Aldrete for supporting students at this event.
- Welcome Week REC 101
- Scorpion Spirit Picnic
- Pan Dulce Pachanga
- Resource Fair
- Stomp at Rec Center
- Got Mental Health
- Shake It Like a Polaroid
- Resources and Refreshments

2nd Annual TSC Scorpion Classic Golf Tournament

TSC held the 2nd Annual TSC Scorpion Classic Golf Tournament August 27. President Rodríguez said Mr. Tumlinson will provide more information during his report, however, he wanted to thank Chair Garza, TSC Foundation Chair Roy De Los Santos, TSC Foundation Members Manny Casanova and Dr. Nellie Cantu for participating in the event. He also thanked TSC Foundation Secretary Norma Hinojosa for taking part in event preparations and providing table decorations.

TSC Scorpion Café Grand Opening

The TSC Scorpion Café is now open, with the ribbon cutting held on August 31. The Café has been a hit with students, and, as an added benefit has also positively impacted the TSC Swag Store, with sales increasing significantly since the opening. President Rodríguez thanked the Trustees for their vision in creating the space and for their support in the design and buildout. He thanked Chair Garza, Secretary Aldrete, Immediate Past Chair Herrera, and Trustee Saenz for attending opening day events.

Annual Vendor and Contractor Seminar

TSC's award-winning Procurement Department, held their annual vendor and contractor seminar, "A Guide to How to do Business with TSC", on September 1. Topics featured included Vendor Registration in Bonfire, eSourcing Procurement on bidding opportunities and contracting, and campus protocols regarding Safety and Security. President Rodríguez thanked Chair Garza for participating in the seminar. He also recognized Vice President of Finance and Administration Gisela Figueroa, Director of Procurement and Contracts Patricia Saldivar, and the entire Finance and Administration staff for organizing the event, as well as the important work they do throughout the year.

Respiratory Care Program

All nine graduates of the Respiratory Care Program successfully passed their licensure exam this summer. As per the Annual School Summary for August 2022, all nine students passed their Therapist Multiple Choice Exam, and are now certified as registered Respiratory Therapists. President Rodríguez congratulated Program Director Isidro Ramirez III, the faculty, and Dean Pearse for their work in supporting the students' success.

Diagnostic Medical Sonography

Diagnostic Medical Sonography program students have passed their board exams and are now Registered Sonographers by the American Registry for Diagnostic Medical Sonography (ARDMS): four students passed the Sonography Principles and Instrumentation-Physics (SPI) exam, three students passed the OB/GYN specialty exam, and one student passed the ABD specialty exam.

In addition, five of nine Spring 2022 graduates have taken an ARDMS specialty exam. The program has met the 60% credential success rate required by Commission on Accreditation of Allied Health Education Programs (CAAHEP) Joint Review Committee in Diagnostic Medical Sonography (JRC-DMS) to maintain program accreditation. In August, two more students took the SPI exam, the OB/GYN exam, and have passed their board exams and are now certified by the ARDMS. President Rodríguez congratulated Dr. Ariel Villanueva, Program Director, of the Diagnostic Medical Sonography Program, faculty, and Dean Pearse for their work in supporting the students' success.

Criminal Justice Institute Update

The 2021-22 annual report for the Criminal Justice institute has been completed. During the first testing period, 70% of the students passed their certification exam. During the June testing period, 13 of the 14 students passed the exam on the first try (92.86%), and the remaining student passed upon retesting, resulting in a 100% pass rate. The new cohort began their studies in July and will graduate in December.

BISD ECHS/P-TECH Leadership Cabinet Meeting

TSC hosted the Brownsville Independent School District Early College High School/P-TECH Leadership Cabinet on September 8. Participants included BISD administrators and principals, as well as TSC and UTRGV representatives working with ECHS campuses (all BISD High Schools and Middle School feeder schools). Texas Success Initiative data was reviewed, as well as strategies to improve testing outcomes, and enrollment data each high school with students enrolled at TSC this semester. Graduation data was also reviewed, including projected graduates for Spring 2023. President Rodríguez said he looks forward to continuing to grow the college's dual credit, ECHS, and P-TECH student enrollment and appreciates the partnership with BISD.

National Day of Service and Remembrance Day

Student Life held a Remembrance Day ceremony on September 9 at the Oliveira Student Services Center. Students from La Feria High School Honor Guard and Brownsville Chief of Police, and TSC Alumna Felix Saucedo 2022 were special guests. President Rodríguez thanked Chair Garza for attending the ceremony, and Student Life staff for organizing the event.

212 Aniversario de la Independencia de Mexico

El Consul de Mexico en Brownsville Juan Carlos Cue Vega hosted the “212 Aniversario de la Independencia de Mexico” on September 9 in the SETB Lecture Hall and courtyard. Participants enjoyed the “Grito de Independencia” and the music of El Mariachi 7 Leguas. President Rodríguez thanked the Mexican Consul for extending the invitation, as well as Chair Garza and Secretary Aldrete for attending the event.

Student Pantry Food Drive

Student Life hosted a Student Pantry Food Drive September 14 at the North/South Courtyard. TSC will continue to collect non-perishable food to add to the Food Pantry which is scheduled to open in October in the Lightner Building. The Food Pantry is made possible by a grant from the Valley Baptist Legacy Foundation. President Rodríguez thanked the Valley Baptist Legacy Foundation for making this resource possible, as well as the Grants and Student Life staff for developing the project.

TSC Men’s Soccer Club vs STC

TSC Club Soccer season is underway. The team traveled to McAllen September 10, where the Scorpions beat South Texas College 10 to 0 in the season opener. President Rodríguez thanked Chair Garza and Immediate Past Chair Herrera for attending the game. The next game is versus Trinity University on Saturday, September 17 at TSC.

University Week

The Office of Enrollment Management Services held the first University Week on September 12-15. For students who plan to continue their education after TSC and pursue a bachelor’s degree, Texas universities were invited to share information on their admission process, requirements, and acceptance rate. Participating universities included Texas A&M College Station, Texas A&M Kingsville, Texas Women’s University, University of Houston Victoria, University of Houston College of Pharmacy, UTRGV, UTSA, Western Governors University, Texas A&M International (Laredo), and Texas A&M Corpus Christi. President Rodríguez thanked AVP of Student Services Rene Villarreal, Executive Director of Enrollment and Academic Support Services Vanessa Vasquez, and Director of Enrollment Management Services Carolina Reyna for organizing the event.

Connecting Non-Traditional Students to the Workforce

Workforce Training and Continuing Education hosted a breakfast meeting, “Connecting Non-Traditional Students to the Workforce”, on September 14. Representatives from schools in the TSC service area attended the meeting, where they were provided with information on short term, industry credential training programs aimed at students who stopped out without completing their high school diploma or are at risk of stopping out. President Rodríguez thanked Vice President of Workforce Training and Continuing Education Joanna Kile, Associate Vice President of Instruction-Workforce Development Joseph Fleishman, and the entire WTCE staff for organizing the event.

TSC Foundation

Mr. David Tumlinson, Director of Foundation and Community Outreach, was called upon to provide the update. He reported out activities during the month of August 2022, including the TSC Foundation Board of Directors meeting, which include a check presentation from RGV Lead, the induction of new board member Dr. Nereida “Nellie” Cantu, and approval of \$275,000 for academic credit scholarships.

He also reported out on the 2nd annual Scorpion Classic, held August 27, which raised almost \$64,000 for student scholarships. He thanked the donors and members of the TSC community who made the event a great success. Chair Garza thanked Mr. Tumlinson and all of the volunteers again for their dedicated work in making the Scorpion Classic a successful event.

He also thanked the Ruben Garcia and Steven de la Garza for their generous donations.

Video Presentation

President Rodríguez shared a video highlighting August 2022 college activities.

President Rodríguez thanked the Board of Trustees for their continued support, as well as the continued dedication of college employees to launch a strong fall semester.

5. Review of Texas Southmost College's Mission Statement: "Transforming our communities through innovative learning opportunities"

Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, was called on to present the agenda item. He said TSC's accrediting agency, the Southern Association of College and Schools Commission on Colleges, requires that the college's mission statement be periodically reviewed and approved by the governing board.

Immediate Past Chair Herrera made a motion to review and reaffirm Texas Southmost College's mission statement as written. Trustee Alejandro seconded the motion, which carried unanimously.

6. Consideration and Possible Action on the Minutes of the following meetings:

a. Regular meeting--May 19, 2022 (corrected)

Immediate Past Chair Herrera made a motion to approve the corrected minutes of the Regular Meeting on May 19, 2022. Vice Chair De Leon seconded the motion, which carried unanimously.

b. Regular meeting--August 18, 2022

Trustee Alejandro made a motion to approve the minutes of the Regular Meeting on August 18, 2022. Trustee Saenz seconded the motion, which carried unanimously.

7. Finance Committee

Chair Garza called on Immediate Past Chair Herrera to present the report.

a. Consideration and possible action on approval to increase the college work-study and student worker hourly wage to \$11 (eleven dollars)

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Rene Villarreal, Associate Vice President of Student Services, were called on to present the agenda item. Dr. Figueroa said the proposal would raise the minimum hourly wage for students from \$8/hour to \$11/hour.

A motion was made by Immediate Past Chair Herrera to approve the increase of the hourly wage for college work-study and student worker hourly wage to \$11 (eleven dollars). Vice Chair De Leon seconded the motion, which carried unanimously.

b. Monthly Financial Statement Report for the month ended July 31, 2022

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Carlos Pecero, Controller, were called upon to present the agenda item. Mr. Pecero presented the monthly financial statement report for the month ended July 31, 2021.

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

c. Fund Balance Operation Report

Dr. Gisela Figueroa, Vice President of Finance and Administration was called upon to present the agenda item. She reported out on funding for the current number of days of operation for the college.

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

d. Institutional CARES expenditures report

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. She reported on new institutional CARES grant fund expenditures.

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

e. Grants Report for May 2022

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Dr. Angelica Fuentes, Associate Vice President of Instruction for Academic Success, were called on to present the item. Dr. Fuentes reported on the new grants received during the month of August 2022.

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

8. Student Services Committee

Chair Garza called on Trustee Saenz to present the report.

a. Texas Student Leadership Summit in Austin Texas

Rene Villarreal, Associate Vice President of Student Services, and Dr. Armando Ponce, Executive Director of Student Life and Civility, were called on to present the agenda item. Dr. Ponce reported out on the TSC Student Life department's presentation at the Texas Student Leadership Summit in Austin Texas on August 11-12. The team presented their student leadership initiative, Evolve: The

LatinX Leadership Experience Summit which was held last spring. Designed for high school students, TSC students and the area community, TSC Staff presented best practices in hosting a highly successful conference on a continuous basis.

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

9. Academic Committee

Chair Garza called on Trustee Zavaleta to present the report.

a. Consideration and possible action on award of RFP 22-42 for "Diesel Tractor"

Dr. Joanna Kile, Vice President of WTCE, and Dr. Joseph H. Fleishman, Associate Vice President of Instruction–WTCE, were called upon to present the item. Dr. Kile reviewed the RFP timeline, proposed equipment, evaluation committee, pricing and scoring tabulation, evaluation criteria, and budget and financial impact. She noted that the expense will be funded through the Texas Reskilling and Upskilling for Education (TRUE) grant.

A motion was made by Trustee Zavaleta to award RFP 22-42 for "Diesel Tractor" to Elliff Motors/Kubota Tractor Corporation in the amount of \$56,996 and authorize President Rodríguez to execute the purchase order contract, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

b. Consideration and possible action on approval of purchase of compact track loader

Dr. Joanna Kile, Vice President of WTCE, and Dr. Joseph H. Fleishman, Associate Vice President of Instruction–WTCE, were called upon to present the item. Dr. Kile reviewed the proposed equipment and the budget and financial impact. She noted that the expense will be funded through the Texas Reskilling and Upskilling for Education (TRUE) grant.

A motion was made by Trustee Zavaleta to approve compact track loader purchase for the Diesel program from Elliff Motors/Kubota Tractor Corporation in the amount of \$59,078 through Buyboard contract number 597-19 and authorize President Rodríguez to execute the purchase order contract, as presented. Vice Chair De Leon seconded the motion, which carried unanimously.

c. Consideration and possible action on a Memorandum of Understanding for Skills Development Fund proposals between TSC and companies within TSC's service area

Dr. Joanna Kile, Vice President of WTCE, and Dr. Joseph H. Fleishman, Associate Vice President of Instruction–WTCE, were called upon to present the item. Dr. Kile said the proposed MOU would serve as a template for each Skills Development Fund proposal submitted to the Texas Workforce Commission, with each project using a customized MOU, to include the respective company name and approval authority.

A motion was made by Trustee Zavaleta to table the item pending review by the board attorney. Trustee Saenz seconded the motion. Chair Garza, Immediate Past Chair Herrera, and Trustees

Zavaleta, Alejandro, and Saenz voted in favor of the motion. Vice Chair De Leon opposed the motion. The motion carried.

d. Consideration and possible action on a Clinical Affiliation Agreement with Texas Health Care Imaging in Brownsville for Texas Southmost College to add Radiology Technology Program to our current agreement

Dr. Brian McCormack, Interim Vice President of Instruction and Dean of Humanities, and Dr. David Pearse, Dean of Health Professions, were called upon to present the item. Dr. McCormack said the proposed agreement would add the Radiology Technology program to the college's current affiliation agreement with Teas Health Care Imaging.

Immediate Past Chair Herrera asked that all future binding agreements be approved by both the college and board legal counsels.

A motion was made by Trustee Zavaleta to approve a Clinical Affiliation Agreement with Texas Health Care Imaging in Brownsville for the addition of Radiology Technology program and authorize the President to sign the agreement. Trustee Saenz seconded the motion, which carried unanimously.

e. Consideration and possible action to approve a Memorandum of Understanding with Chamberlain University for the Master of Science in Nursing students to obtain practicum experience in teaching

Dr. Brian McCormack, Interim Vice President of Instruction and Dean of Humanities, and Dr. David Pearse, Dean of Health Professions, were called upon to present the item. Dr. McCormack said the proposed MOU would allow students in the Master of Science in Nursing Program at Chamberlain University to teach TSC students in the Associate Degree Nursing program. He noted the practicum has been effective in recruiting future nursing faculty.

A motion was made by Trustee Zavaleta to approve Memorandum of Understanding with Chamberlain University for the Nursing Practicum and authorize President Rodríguez to sign the agreement. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

f. Presentation on Service Learning Projects by the Architecture Program at Texas Southmost College

Dr. Brian McCormack, Interim Vice President of Instruction and Dean of Humanities, and Dr. Murad Abusalim, Dean of STEM, were called upon to present the item. Dr. Abusalim shared the Architecture Program's long history in embedding service learning projects into the curriculum with the goal of enhancing students' learning experiences. He noted students tackle a variety of local urban issues--such as the revitalization of downtown areas, master hiking and biking trails, community gardens, and affordable housing--conducted in collaboration with the City of Brownsville planning departments and local nonprofit organizations.

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

10. Facilities Committee

Chair Garza called on Trustee Zavaleta to present the report.

a. Facilities update

Dr. Gisela Figueroa, Vice President of Finance and Administration and Mr. Jaime Salazar, Associate Vice President of Operations, were called on to present the item. Mr. Salazar reported out on the status of the Dillard's roof, campus parking lot improvement, TSC Courtroom and Criminal Justice Program project, Oliveira Student Services building second floor cafeteria and restroom additions project, Rusteberg roof repair, and the Jacob Brown rigging project.

Immediate Past Chair Herrera requested that Chair Garza reconvene the subcommittee, consisting of himself and Trustee Saenz, to oversee the creation of the courtroom in the Courtroom and Criminal Justice Program project. Chair Garza approved the request.

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

11. Policy Committee

Chair Garza called on Vice Chair De Leon to present the report.

a. Consideration and possible action on approval of the following LOCAL policies: ECC and EDA

Mr. Ruben Pena, College Legal Counsel, was called on to present the item. He reviewed recommended changes by the Texas Association of School Boards (TASB) and included in LEGAL Update 43:

LOCAL:

Section E - Instruction

- ECC (LOCAL) INSTRUCTIONAL ARRANGEMENTS: COURSE LOAD AND SCHEDULES
- EDA (LOCAL) INSTRUCTIONAL RESOURCES: INSTRUCTIONAL MATERIALS

Immediate Past Chair Herrera made a motion to approve the LOCAL policies as presented. Vice Chair De Leon seconded the motion, which carried unanimously.

12. Executive Session

The Board convened in Executive Session at 7:02 p.m.

The Board reconvened in Open Session at 8:01 p.m.

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**• Consideration and possible action on salary schedule**

Trustee Saenz made a motion to approve the FY 2022-23 salary schedule as discussed in executive session. Vice Chair De Leon seconded the motion, which passed unanimously.

• Consideration and possible action on approval of the TSC Strategic Priorities for FY2023

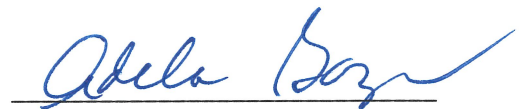
Vice Chair De Leon made a motion to approve the TSC Strategic Priorities for FY2023, as discussed in executive session. Immediate Past Chair Herrera seconded the motion, which passed unanimously.

13. Announcement of Proposed Meeting Dates

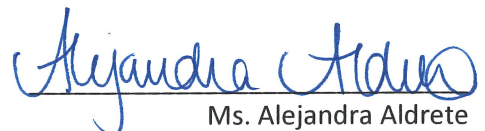
- a. Regular Board Meeting – Thursday, October 20, 2022, 5:30 p.m.
- b. Regular Board Meeting – Thursday, November 17, 2022, 5:30 p.m.

14. Adjournment

A motion to adjourn the meeting was made by Immediate Past Chair Herrera. The motion was seconded by Trustee Saenz. The meeting was adjourned at 8:02 p.m.



Ms. Adela Garza
Chair, Board of Trustees



Ms. Alejandra Aldrete
Secretary, Board of Trustees

The video recording of the Regular Board of Trustees meeting held on September 15, 2022 available on the TSC.EDU website. These minutes were taken and transcribed by Dr. Angela K. McCauley, Director of Special Instructional Projects. Videotaping of the Board of Trustees' meetings began on April 11, 1996.