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TEXAS SOUTHMOST COLLEGE DISTRICT

Minutes of the Regular Meeting of the Board of Trustees

October 20, 2022

The Board of Trustees of the Texas Southmost College District convened in open session on October 20, 2022 at 5:30 p.m. Board Members present were Ms. Adela Garza, Chair; Mr. J.J. De Leon, Vice Chair; Ms. Alejandra Aldrete, Secretary; Ms. Eva Alejandro; Mrs. Delia Saenz; and Dr. Tony Zavaleta. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College. Mr. Ruben Herrera, Immediate Past Chair, 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

Before calling on President Rodríguez to give his report, Chair Garza reported out on the following item:

Chair Garza and President Rodríguez attended the Texas Association of Community College quarterly meeting and a reception in recognition of the work of the Texas Commission on Community College Finance on October 18. The reception honored the committee's invaluable time spent on the transformative work before them. Chair Garza was very proud of the recognition received by TSC; Educate Texas highlighted TSC's dual credit program as an exemplary practice and invited the college to submit a proposal to present at the next state-wide Pathways Institute and the Board of

Trustees' institute. She said other colleges and their presidents are looking to TSC as a leader for support and assistance.

Chair Garza said she will be convening a legislative committee in November, which will develop strategies for briefing legislators on the college's funding formula recommendations and other legislative priorities. She thanked President Rodríguez for his hard work and dedication to the college.

Chair Garza called on President Rodríguez to present his report.

16 de Septiembre

The Student Life department organized several events for students in celebration of 16 de septiembre at the Oliveira Student Services 2nd floor, with activities such as el grito contest and loteria. Several student clubs set up booths to sell snacks and recruit students to their clubs. President Rodríguez thanked Chair Garza for her participation in the event. He also thanked Ms. Kristin Garza and the Student Life team for organizing the festive event.

University of Houston College of Business

University of Houston representatives visited TSC at the invitation of President Rodríguez on September 21. Members of the TSC leadership team met with Ms. Joyce Williams, Program Director, Recruitment and Admissions for the C.T. Bauer College of Business and her members of her team. Representatives from the two colleges discussed an articulation agreement between the TSC Associate of Arts in Business degree and the U of H Bachelor of Business Administration degree, both of which are offered 100% online. U of H will return in late November to continue work on the agreement, which will later be presented to the TSC Board of Trustees for consideration.

Scorpions Soccer

The TSC Soccer Team remains undefeated and is ranked 9th in the NIRSA Regional Rankings--the only community college on the list. President Rodríguez thanked the Trustees, faculty, staff, and students who continue to support the team at the games, including Chair Garza, Secretary Aldrete, Immediate Past Chair Herrera, and Trustees Saenz. TSC has one more game this season on Saturday, October 22 against Texas A&M College Station, who is ranked 2nd in the regional rankings.

President Rodríguez also announced that TSC's membership application to the National Junior College Athletic Association was approved at the NJCAA board meeting earlier in the day, making the college a member of Region 14.

Breakfast and Pizza with the President

President Rodríguez participated in two traditional events held at the beginning of each semester: Breakfast with the President and Pizza with the President. Organized by the Student Life Department, 150 students participated in Breakfast with the President at ITECC on September 27th--almost double the number of expected participants. He thanked Chair Garza for participating in the event.

Student Life also organized the Pizza with the President event, held on September 29th, which was also well attended. President Rodríguez thanked the Student Life department, as well as faculty and staff who came out to support the event and engage with students.

Dual Credit Symposium

School District partners were invited to attend a dual credit symposium organized by TSC's College Transition Services and High School Programs and Services departments on September 28. Participants included 63 school personnel, who took part in reviewing changes within the college, designed to improve processes related to how students register for classes. President Rodríguez thanked Chair Garza for providing welcome remarks and Ms. Dulce Martinez and Mr. Jose Arambul for organizing the symposium.

Harlingen CISD Football Game Coin Toss

The Harlingen CISD invited President Rodríguez to perform the coin toss before the Harlingen South versus Brownsville Pace football game on September 30, accompanied by Mr. Rene Villarreal and Ms. Dulce Martinez. The TSC family cheered on all of TSC's dual enrollment students on both teams. President Rodríguez thanked Ms. Martinez and the College Transition Coaches for attending Friday night high school football games in the area to promote Texas Southmost College. He also thanked Harlingen CISD trustees and the superintendent for their continued partnership with TSC.

Cocktail Reception with Ambassador Ken Salazar

Chair Garza, Immediate Past Chair Herrera, and President Rodríguez attended a reception for U.S. Ambassador Ken Salazar on October 4, at the invitation of U.S. Consul General in Matamoros Yolanda A. Parra. They met with several dignitaries, including the mayor of Matamoros Mario Alberto Lopez Hernandez, strengthening relationships with colleagues across the border.

Our Lady of the Lake University RGV Campus in La Feria

President Rodríguez and Dr. Stella Garcia visited the Our Lady of the Lake University RGV Campus in La Feria on October 5 to meet with the Campus Director Cindy Mata-Vasquez. They discussed possible articulation agreements for the following bachelor degree programs: Criminology/Criminal Justice, Psychology, Social Work and Multidisciplinary Studies. He said he anticipates bringing a Memorandum of Understanding and Articulation Agreement to the Board soon.

Harmony Superintendent Visit

Harmony Public Schools South Texas Area Superintendent Mr. Selcuk Bakir and Public Relations and Outreach Coordinator Georgette Betancourt visited TSC on October 6. In addition to the dual enrollment courses offered to their high school students, the Harmony leadership would like TSC to engage with their middle school students to provide motivational talks and program/career information. Dr. Rodríguez thanked Dr. Brian McCormack, Dr. Murad Abusalim, Dr. David Pearce, Dr. Stella Garcia, and Mr. Jose Arambul for participating in the meeting. He also thanked Secretary Aldrete for engaging with future Scorpions by participating in Harmony's Hispanic Heritage Month event on October 5.

Chief Gloria Chavez Breakfast Meeting

Madam Chair, President Rodríguez, and Mr. Jaime Salazar met with the newly appointed Chief Patrol Agent for the U.S. Border Patrol, RGV Sector, Gloria Chavez, who is an alumna of Texas Southmost College. The College will host a welcome reception for Chief Chavez on November 18th on campus. Chief Chavez has also accepted an invitation to serve as the 2022 Winter Commencement speaker. The college looks forward to continuing a strong partnership with the agency.

Living History Day

Living History Day came back strong after a two-year hiatus due to the COVID-19 pandemic. Several hundred community members attended the event, which was held on the grounds of the TSC Performing Arts Center on October 8. Participants were treated to presentations by faculty and community reenactors dressed in period garb, conjunto music performed by Porter High School students, history project exhibits by TSC's 21st Century Communities program students, and a cannon demonstration by Palo Alto Historical Commission. President Rodríguez thanked Secretary Aldrete and Trustee Saenz for participating in the event. She also thanked faculty member Dirk Yarker for leading the event planning, with assistance from Dr. Brian McCormack, faculty, and staff, as well as Ms. Virginia Sandoval for serving as emcee and organizing participation from student clubs.

Valley Baptist Legacy Foundation Onsite Visit

The Valley Baptist Legacy Foundation conducted a successful site visit on October 11 to review projects funded by a grant of more than \$100,000, which include the TSC Food Pantry and Community Garden. President Rodríguez thanked TSC team members who have supported this initiative, from Instruction/Grants: Dr. Brian McCormack, Dr. Murad Abusalim, Dr. Angelica Fuentes, and Ms. Monica Gonzalez and from Student Services: Mr. Rene Villarreal, Dr. Armando Ponce, and Ms. Anel Alonso. He also thanked the Valley Baptist Legacy Foundation for their support in funding this project and the Brownsville Wellness Coalition for their feedback and insight in developing the Community Garden.

Construction Job Fair

TSC hosted a job fair at the International Technology, Education, and Commerce Center, with a focus on Construction Jobs, on October 12. Almost a dozen participating employers were ready to hire TSC graduates. TSC Program Instructors were also available to talk to potential students about learning new skills for the construction industry. President Rodríguez thanked Secretary Aldrete for participating in the event, as well as Ms. Carol Sandoval and Dr. Joseph Fleishman for coordinating the event.

Harlingen Chamber of Commerce Gala

As member of the Harlingen Area Chamber of Commerce, Texas Southmost College representatives attended the organization's annual Gala on October 13. President Rodríguez thanked Chair Garza, Secretary Aldrete, Mr. David Tumlinson, and Mr. Rene Villarreal for participating in the event, as TSC continues to enhance services for the communities of northern Cameron County and Willacy County.

Autumn Mental Health Conference

The Student Life and Counseling and Student Accessibility Resources teams organized the Autumn Mental Health Conference, held October 13 at the SETB Lecture Hall. Students were encouraged to attend sessions on topics such as family conflict, depression, and anxiety provided by speakers from Clarity Center, Tropical Texas Behavioral Health, and New Leaf Counseling. President Rodríguez thanked Mario Garcia, TSC Counselor and Accessibility Manager, for helping to organize the event, as well as Chair Garza for supporting the students and staff at the event.

Mindful Mondays

The TSC Recreation Center staff have conducted Mindful Mondays on the third Monday of the month throughout the semester. All TSC students and employees are invited to participate in activities and resources for self-care to make mental health a priority. President Rodríguez thanked Dr. Armando Ponce, Mr. Raul Cano, and Ms. Agnelia Hernandez for continuing to provide robust programming and services for the Scorpion community, as well as Chair Garza for showing support through her participation.

TACC Quarterly Meeting

President Rodríguez followed up on Chair Garza's report regarding their attendance at the Texas Association of Community College quarterly meeting. He said the main topic of discussion is the newly recommended formula funding for community colleges that was approved by the Texas Commission on Community College Finance on October 18. The Commission will now submit the recommendations to the Texas Legislature in the upcoming session.

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 October 2022, which included community outreach--especially in the Harlingen area. Other events Mr. Tumlinson participated in included the ribbon cuttings for Pedro "Pete" Benavides Park and True Title Lower Valley, as well as events for the 1st Friday Hidalgo County Area the Cameron County Chamber of Commerce Networking Mixer. He noted the TSC Scholarship recipient reception is planned for November 30 at the TSC Performing Arts Center.

Video Presentation

President Rodríguez shared a video highlighting October 2022 college activities.

Chair Garza remarked how wonderful it was to see students from all programs at ITECC during the Breakfast with the President, and see how they are benefitting from the Board's investment at ITECC. She was also proud of the many compliments received from school district partners at the dual enrollment meeting.

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. Executive Session

The Board convened in Executive Session at 6:11 p.m.

The Board reconvened in Open Session at 7:21 p.m.

6. Action on Executive Session Matters

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

Trustee Saenz made a motion to allow TSC Counsel to move forward with resolution of litigation as discussed in executive session. Vice Chair De Leon seconded the motion, which carried 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

No action was taken.

7. Criminal Justice Institute Report

(This agenda item was reordered and the report was provided after agenda item 13 of the meeting.)

President Rodriguez reviewed a report of former student pass rates on the licensing exams for the Criminal Justice Institute program and current cadets' progress towards test readiness. He said the administration continues to meet monthly with the program's advisory board to seek their feedback.

The board engaged in a brief discussion of materials and practices used to prepare students for the exam.

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

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

a. Regular meeting--September 15, 2022

Trustee Saenz made a motion to approve the minutes of the Regular Meeting on September 15, 2022. Trustee Alejandro seconded the motion, which carried unanimously.

9. Finance Committee

Chair Garza called on Secretary Aldrete to present the report.

a. Consideration and possible action on approval of the rollover of FY22 purchase order commitments and pending projects with budget amendment 23-001

Dr. Gisela Figueroa, Vice President of Finance and Administration was called on to present the agenda item. She said the proposal would allow the college to fulfill contractual obligations made in the previous fiscal year.

A motion was made by Secretary Aldrete to approve rollover of the FY22 purchase order commitments and pending projects with budget amendment 23-001. Trustee Saenz seconded the motion, which carried unanimously.

b. 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.

c. 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.

d. Fourth Quarter Investment Report for Fiscal year 2022

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Carlos Pecero, Controller, were called on to present the agenda item. Mr. Pecero reviewed the Fourth Quarter Investment Report for Fiscal Year 2022.

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

e. Grants Report for September 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 present the item. Dr. Fuentes reported on the new grants received during the month of September 2022.

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

10. Student Services Committee

Chair Garza called on Trustee Saenz to present the report.

a. Athletics NJCAA update

Mr. 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. Mr. Villarreal thanked the Board and the President for their support throughout the application process for membership. The NJCAA board approved TSC's membership on October 20, after participation in a virtual site visit by the NJCAA on September 13 and in-person site visit on September 28. Dr. Ponce said the NJCAA team was very impressed by the backing by the TSC Board of Trustees and administration and the facilities on campus for the program. He said TSC may begin recruiting student-athletes on November 1, by reaching

out to local players, both men and women, through the TSC soccer club and local high school teams. Chair Garza noted the program will benefit the entire community as they come together at the games.

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

11. Academic Committee

Chair Garza called on Trustee Zavaleta to present the report.

a. Consideration and possible action on the amendment to the material transfer agreement between Texas Southmost College and the University of Pittsburgh

Dr. Brian McCormack, Interim Vice President of Instruction, and Dr. Murad Abusalim, Dean of STEM were called upon to present the item. Dr. McCormack said the proposed amendment will update a 2020 MOU with the University of Pittsburgh to include additional scientific specimens as part of TSC's BUENO grant project, funded by the National Science Foundation.

A motion was made by Trustee Zavaleta to approve the proposed amendment of the material transfer agreement between Texas Southmost College and the University of Pittsburgh. Trustee Alejandro seconded the motion, which carried unanimously.

b. Consideration and possible action on approval of matching grant support for the 21st annual Binational Literary conference Letras en el Estuario

Dr. Brian McCormack, Interim Vice President of Instruction, and Dr. Angelica M. Fuentes, Associate Vice President of Instruction- Academic Success, were called upon to present the item. Dr. McCormack provided an overview of the proposed conference, which is in its 21st year. He said Humanities Texas has traditionally supported TSC's long running Binational Literary conference by funding travel and an honorarium for the keynote speaker, and TSC has provided facilities, marketing, and AV support.

A motion was made by Trustee Zavaleta to approve the allocation of matching grant support in the amount of \$1,457 in-kind cost sharing for facilities and AV support, and \$479 cash from the Humanities Department operating budget for a total match of \$1,936 contingent on the Notice of Grant Award from Humanities Texas for \$1,456 and to authorize President Rodríguez to execute the related documents, as presented. Secretary Aldrete seconded the motion, which carried unanimously.

c. Consideration and possible action on approval of digital classroom software license for FY 2022-2023

Dr. Brian McCormack, Interim Vice President of Instruction; Dr. David Pearce, Dean of Health Professions, were called upon to present the item. Dr. McCormack said the proposal would fund continuation of software that supports a multi-touch simulation table. The purchase will be supported with Carl Perkins funding.

A motion was made by Trustee Zavaleta to approve annual license purchase for digital classroom software in the amount of \$25,850 with Body Interact, Inc. through sole source purchasing method and authorize President Rodríguez to execute the purchase order, as presented. Trustee Alejandro seconded the motion, which carried unanimously.

d. Consideration and possible action on a Memorandum of Understanding for Skills Development Fund proposals between TSC and companies

Dr. Joanna Kile, Vice President of WTCE, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the Texas Workforce Commission requires a Memorandum of Understanding to be submitted with each Skills Development Fund proposal. The proposed MOU would serve as a template and would be customized with company information for each grant.

Chair Garza said she knows of many companies coming to TSC for training, and she is in favor of the standardized MOU.

A motion was made by Trustee Zavaleta to approve the MOU and authorize President Rodríguez to enter into the agreement with private partners. Vice Chair De Leon seconded the motion, which carried unanimously.

e. Consideration and possible action on award of RFP 22-45 for "Laser Welding System"

Dr. Joanna Kile, Vice President of WTCE, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman reviewed the Request for Proposal process, including the timeline, proposed equipment, pricing tabulation, review criteria, and budget and financial impact. One vendor submitted a response to the RFP.

Dr. Fleishman said this is all new equipment for the college, and TSC will be the only college offering laser welding training, which supports the aerospace industry.

A motion was made by Trustee Zavaleta to award RFP 22-45 for "Laser Welding System" to G&C Optimization in the amount of \$412,495 and authorize President Rodríguez to execute the purchase order, as presented. Trustee Alejandro seconded the motion, which carried unanimously.

12. Facilities Committee

Chair Garza called on Secretary Aldrete to present the report.

a. Consideration and possible action on agreement approval for "TCEQ Air Monitoring Site Agreement" with the Texas Commission on Environmental Quality

Dr. Gisela Figueroa, Vice President of Finance and Administration was called upon to present the item. Dr. Figueroa said the proposed agreement would relocate the current Texas Commission on Environmental Quality equipment from its current location on the Fort Brown campus to the ITEC Center.

A motion was made by Secretary Aldrete to approve TCEQ Air Monitoring Site Agreement with the Texas Commission on Environmental Quality and authorize President Rodríguez to sign the agreement. Trustee Alejandro seconded the motion, which carried unanimously.

b. Consideration and possible action on award of RFP 22-35 "Jury and Gallery Seating"

Dr. Gisela Figueroa, Vice President of Finance and Administration was called upon to present the item. She reviewed the Request for Proposal process, including the timeline, proposed seating options and alternative options, pricing tabulation, review criteria, and budget and financial impact. One vendor submitted a response to the RFP.

A motion was made by Secretary Aldrete to award RFP 22-35 for "Jury and Gallery Seating" to Custom Fixtures, Inc. DBA Ratigan Schottler Manufacturing in the amount of \$16,540 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 award of RFP 22-41 "Interior and Exterior Painting of Raul J. Guerra Childhood Studies Center"

Dr. Gisela Figueroa, Vice President of Finance and Administration was called upon to present the item. She reviewed the Request for Proposal process, including the timeline, scope of work, evaluation committee, pricing and scoring, evaluation criteria, and budget and financial impact. Two vendors submitted responses to the RFP, with C&M Contractors, LLC receiving the highest score from the committee. Dr. Figueroa said both vendors were qualified to provide the services, while the price points varied. Funding will be provided by the Child Care Relief Fund grant.

A motion was made by Secretary Aldrete to award RFP 22-41 for "Interior and Exterior Painting of Raul J. Guerra Childhood Studies Center" to C&M Contractors, LLC in the amount of \$96,821 plus ten percent contingency for unexpected events and authorize President Rodríguez to execute the purchase order contract, as presented. Trustee Alejandro seconded the motion. Board members voting in favor of the motion included Vice Chair De Leon, Secretary Aldrete, Trustee Alejandro and Trustee Saenz. Trustee Zavaleta voted against the motion. The motion passed.

d. Consideration and possible action on award of RFP 22-46 "Audio Visual Upgrades for Auditorium and Conference Rooms"

Mr. Luis Villarreal, Vice President of Information Technology was called upon to present the item. Mr. Villarreal reviewed the Request for Proposal process, including the timeline, scope of work, evaluation committee, pricing and scoring, review criteria, and budget and financial impact. Five vendors submitted responses to the RFP, with Mankin Media Systems, Inc. receiving the highest score from the committee. He said purchase would be made with CARES act funding.

A motion was made by Secretary Aldrete to award RFP 22-46 for "Audio Visual Upgrades for Auditorium and Conference Rooms" to Mankin Media Systems in the amount of \$718,000 plus twenty-five percent contingency to cover unforeseen events and authorize President Rodríguez to execute the purchase order, as presented. Vice Chair De Leon seconded the motion, which carried unanimously.

e. Facilities update

Dr. Gisela Figueroa, Vice President of Finance and Administration was called on to present the item. She 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 restroom additions project, and the Jacob Brown rigging/lighting project.

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

13. 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: DHB and DHC

Mr. Frank Perez, Board 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:

- DHB (LOCAL) EMPLOYEE STANDARDS OF CONDUCT: CHILD ABUSE AND NEGLECT REPORTING
- DHC (LOCAL) EMPLOYEE STANDARDS OF CONDUCT: EMPLOYEE SOLICITATIONS

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

14. Announcement of Proposed Meeting Dates


- a. Regular Board Meeting – Thursday, November 17, 2022, 5:30 p.m.
- b. Regular Board Meeting – Thursday, December 15, 2022, 5:30 p.m.

15. Adjournment

A motion to adjourn the meeting was made by Vice Chair De Leon. The motion was seconded by Trustee Saenz. The meeting was adjourned at 8:22 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 October 20, 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.