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TEXAS SOUTHMOST COLLEGE DISTRICT

Minutes of the Regular Meeting of the Board of Trustees

October 21, 2021

The Board of Trustees of the Texas Southmost College District convened in open session on October 21, 2021 at 5:35 p.m. Board Members present were Mr. Ruben Herrera, Chair; Ms. Eva Alejandro, Secretary; Mrs. Adela Garza; Ms. Alejandra Aldrete; and Mr. J.J. De Leon. Absent were Dr. Tony Zavaleta, Vice Chair; and Mrs. Delia Saenz. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College.

**REGULAR MEETING
AGENDA**

1. Call to Order

The meeting was called to order by Chair Herrera at 5:35 p.m. He called role and confirmed a quorum.

2. Pledges of Allegiance

Trustee De Leon led the United States Pledge of Allegiance and the Texas Pledge of Allegiance during the meeting.

3. Public Comment

Chair Herrera asked if there were any speakers signed up for public comment. There were no public speakers.

4. President's Report

Chair Herrera called on President Rodríguez to give his report. President Rodríguez deferred to Chair Herrera to first make a special recognition.

Chair Herrera congratulated Trustee De Leon for his recognition by the Association of Community College Trustees for his service and participation on the organization's 2021 Diversity, Equity, and Inclusion Committee. Chair Herrera thanked Trustee De Leon for his dedicated service and for representing TSC and on the committee.

Spring 2022 Registration

Registration for the Spring 2022 semester began Friday, on October 15th and is off to a good start. The Student Services division is engaged in outreach to current students through email and the TSC mobile app.

Self Sufficiency Fund Grant Presentation

The Texas Workforce Commission awarded TSC a \$351,794 grant from the Self Sufficiency Fund grant program. The grant will provide funding to train 188 adults experiencing financial hardship, and qualified participants will be able to enroll in one of six fast-track training programs in the construction field.

President Rodríguez congratulated the workforce training division and grants team for their continued work on behalf of TSC's communities.

K-12 Community Engagement**High School Counselor event**

TSC hosted high school counselors from across the Rio Grande Valley last week for the annual Counselor Update event. The counselors were provided with information about TSC's programs, services, and resources.

Veterans Memorial Early College High School College Success Gold Award

President Rodríguez joined TSC's Brownsville Independent School District partners in celebrating Veterans Memorial Early College High School's College Success Gold Award, a distinction awarded by greatschools.org. The school was recognized as one of the best in the country at preparing students to enroll and succeed in college. President Rodríguez said TSC is pleased to continue to partner with BISD to help students achieve their dream of earning a college education.

CCLC Performance Premiere at Porter ECHS

President Rodríguez attend the premiere of the Performing Arts Showcase and the Dance Theatre *Greek Mythology* performances on September 30th at Porter Early College High School. The performances were organized by TSC's 21st Century Community Learning Centers. Students and their sponsors met virtually during the 2020-21 school year to prepare the performances, which were recorded at TSC's Performing Arts Center. President Rodríguez congratulated Dr. Prisci Tipton and her team for their dedication to the students and K-12 partners in the 21st Century program.

TSC Student Life**Soccer Club**

TSC hosted Baylor University on October 2nd, playing to a 3-3 tie. President Rodríguez thanked Trustee Aldrete for participating in the opening ceremonies, coin flip, and ceremonial kick off. The following weekend, the Scorpions defeated Texas A&M-Galveston 3 to 2 on the road and later lost to the conference-leading UT Longhorns. The Soccer Club will play its final game of the season at home against Texas State at 3 p.m. on October 23rd at Scorpion Field. President Rodríguez wished the student-athletes good luck in their final game.

Hispanic Heritage Month

TSC celebrated Hispanic Heritage Month on October 11th. The festive atmosphere in the Endowment Courtyard was highlighted by mariachi and ballet folklórico performances. Attendees were also treated to games and refreshments.

Pizza with the President

The annual Pizza with the President event was held on October 18th. President Rodríguez said he enjoyed interacting with the students and affirmed that the Scorpion Spirit has never been stronger.

Armando Ponce earns doctoral degree

President Rodríguez congratulated Dr. Armando Ponce, Executive Director of Student Life and Civility, for the successful defense of his doctoral dissertation on October 20th.

TSC Foundation invests \$1 million in workforce scholarships

President Rodríguez applauded the TSC Foundation for their investment of \$1 million in workforce training scholarships at their board meeting on October 20th. The gift will provide scholarships for hundreds of students participating in short-term training programs.

New Chief of Staff Introduced

President Rodríguez introduced TSC's new Chief of Staff, Dr. Stella Garcia, who joined the President's Office on October 11th. She has extensive SACSCOC and workforce development experience, having served in several top leadership positions at a technical college.

Department of Education update

President Rodríguez called on Mr. Luis Villarreal, Vice President for Information Technology and Interim Vice President for Student Services to provide an update on the Department of Education Desk Review.

Mr. Villarreal reported on the U.S. Department of Education's program review of financial aid systems and processes, as well as the college's distribution of approximately \$14 million in financial aid each year. The site visit took place in March 2019, and the initial report was received in September 2020. TSC provided a response to the initial report by the February and March deadlines, and Mr. Villarreal reviewed the final determination received from the Department of Education. TSC's new Director of Financial Aid, Pamela Jones, was introduced to the Board of Trustees.

5. Consideration and possible action on the minutes of the following meetings:**a. Regular Meeting – September 29, 2021**

Past Chair Garza made a motion to approve the minutes of the Regular Meeting on September 29, 2021. Trustee Alejandro seconded the motion, which carried unanimously.

6. Academic Committee

Chair Herrera called on Trustee De Leon to present the report.

a. Consideration and possible action on approval of Memorandum of Understanding between Texas Southmost College and Certiport

Dr. Joanna Kile, Vice President of Instruction, and Dr. Murad Abusalim, Dean of STEM, were called upon to present the item. Dr. Kile said, under the proposal, TSC would become a Certiport Authorized Testing Center. This would permit TSC to proctor certification exams for industry licenses such as Adobe Certified Professional, App Development with Swift Certification, Autodesk Certified User (Drafting), IT Specialist Certification and Microsoft Office Specialist. Becoming a testing center would benefit both TSC students and employees at local businesses.

A motion was made by Trustee De Leon to approve Memorandum of Understanding with Certiport and authorize President Rodriguez to sign the agreement. Past Chair Garza seconded the motion, which carried unanimously.

b. Consideration and possible action on award RFP 22-01 for "Industrial Weld Testing Services and Certification"

Dr. Joanna Kile, Vice President of Instruction, and Dr. Joseph Fleishman, Associate Vice President of Instruction – Workforce Development, were called upon to present the item. Dr. Kile said the proposed request for proposal is for industrial weld testing services and certification from a certified welding inspector. Dr. Fleishman said industry has requested TSC test employees' welding skills. He reviewed the RFP timeline, certification requirements, pricing tabulation, review criteria, and financial impact.

A motion was made by Trustee De Leon to award RFP 22-01 for "Industrial Weld Testing Services and Certification" to Spark Consulting, LLC for the period of October 25, 2021 to August 31, 2022 with the option to renew for three additional one-year terms and authorize President Rodríguez to execute the contract, as presented. The motion was seconded by Past Chair Garza and carried unanimously.

c. Consideration and possible action on approval of Memorandum of Understanding between Texas Southmost College and Brownsville Wellness Coalition

Dr. Joanna Kile, Vice President of Instruction; Dr. Angelica Fuentes, Associate Vice President of Instruction; and Dr. Murad Abusalim, Dean of STEM, were called upon to present the item. Dr. Fuentes said the proposal would create a partnership with the Brownsville Wellness Coalition to set up the greenhouse and community garden. Through the community garden, TSC would provide produce for the future campus food pantry.

A motion was made by Trustee De Leon to approve the Memorandum of Understanding between Texas Southmost College and Brownsville Wellness Coalition and authorize President Rodriguez to sign the MOU. The motion was seconded by Past Chair Garza and carried unanimously.

d. Consideration and possible action on approval of Memorandum of Understanding between Texas Southmost College and Tipton Motors, Inc

Dr. Joanna Kile, Vice President of Instruction, and Dr. Murad Abusalim, Dean of STEM, were called upon to present the item. Dr. Kile said under the proposed agreement between TSC Automotive Technology program and Tipton Motors, Inc., TSC would implement the Ford Automotive Career Exploration program to raise awareness and increase interest in career opportunities with the automotive industry and, ultimately, create a pipeline for automotive service technicians.

Mrs. Garza thanked the team for their work in partnering with a local automotive dealer.

A motion was made by Trustee De Leon to approve the Memorandum of Understanding between Texas Southmost College and Tipton Motors, Inc. and authorize President Rodríguez to sign the MOU. The motion was seconded by Past Chair Garza and carried unanimously.

7. Finance Committee

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

a. Fourth Quarter Investment Report for Fiscal year 2021

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 2021.

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

b. Update on grants awarded to Texas Southmost College for the month of September 2021

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Dr. Angelica Fuentes, Associate Vice President of Instruction-Academic Success, were called upon to present the item. Dr. Fuentes reported on the grants awarded to Texas Southmost College for the month of September 2021, as well as an analysis of the grants awarded through Fiscal Year 2021-22.

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

c. All Institutional CARES expenditures report

Past Chair Garza reported the committee thoroughly reviewed the information during the committee meeting and that a copy of the report was in their packet for review. She suggested moving forward, only new expenditures and the running balance be presented in the packet.

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

d. Consideration and possible action on approval of the rollover of FY21 purchase order commitments and pending projects

Dr. Gisela Figueroa, Vice President for Finance and Administration, was called on to present the item. Dr. Figueroa said the proposal would allow for the fulfillment of purchase orders or approved projects from the previous fiscal year that were not complete, but for which the College already has a contractual obligation.

A motion was made by Past Chair Garza to approve the rollover of the FY21 purchase order commitments and pending projects. The motion was seconded by Trustee De Leon and carried unanimously.

e. Consideration and possible action on approval of Budget Amendment 22-002 to rollover FY21 purchase order commitments and pending projects funds

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. The proposal is to increase the General Fund revenue to fund rollover purchases and projects approved in the previous agenda item.

A motion was made by Past Chair Garza to approve Budget Amendment 22-002 for Fiscal Year 2022 as presented. The motion was seconded by Secretary Alejandro and carried unanimously.

f. Consideration and possible action on passing resolution to nominate position eight (8) of the Cameron Appraisal District Board of Directors

Chair Herrera said the Trustees have the opportunity to nominate a member of to serve on the Cameron Appraisal District Board of Directors. He believes as a large taxing entity, TSC should be represented. The Board engaged in a discussion of the election process for the appraisal district.

A motion was made by Chair Herrera to approve a resolution to nominate Past Chair Garza for position eight of the Cameron Appraisal District Board of Directors. The motion was seconded by Trustee De Leon and carried unanimously.

8. Student Services Committee

Chair Herrera called on Trustee Aldrete to present the report.

a. Consideration and possible action on approval of fitness equipment purchase for the Recreation Center

Mr. Luis Villarreal, Vice President of Information Technology and Interim Vice President of Student Services, was called on to present the item. The proposed purchase would upgrade fitness equipment for the Recreation Center to improve safety. Mr. Villarreal presented a summary of the purchase purpose, existing equipment condition, proposed equipment purchases, and the budget and financial impact. The purchase would be made from Advanced Exercise through the BuyBoard purchasing cooperative. Raul Cano, Coordinator of Recreation Center, provided the Board with information on the current condition of the Recreation Center's fitness equipment.

A motion was made by Trustee Aldrete to approve the purchase of fitness equipment for the Recreation Center in the total amount of \$58,900 from Advanced Exercise through BuyBoard purchasing cooperative contract 583-19 and authorize President Rodríguez to execute the purchase order contract, as presented. The motion was seconded by Trustee De Leon and carried unanimously.

9. Facilities Committee

Chair Herrera called on Secretary Alejandro 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 JC Penny's roof repair, Dillard's roof, TSC Courtroom and Criminal Justice Program project, and ITECC lighting upgrades.

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

10. Executive Session

The Board convened in Executive Session at 6:42 p.m.

The Board reconvened in Open Session at 7:32 p.m.

11. Action on Executive Session Matters

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

No action was taken in open session.

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

No action was taken in open session.

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

No action was taken in open session.

12. Announcement of Proposed Meeting Dates

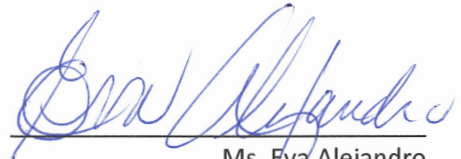
- a. Special Board Meeting—Wednesday, October 27, 2021 at 5:30 p.m.**
- b. Regular Board Meeting – Thursday, November 18, 2021 at 5:30 p.m.**
- c. Regular Board Meeting – Thursday, December 16, 2021 at 5:30 p.m.**

13. Adjournment

A motion to adjourn the meeting was made by Secretary Alejandro. The motion was seconded by Trustee Aldrete and carried unanimously. The meeting was adjourned at 7:33 p.m.



Mr. Ruben Herrera
Chair, Board of Trustees



Ms. Eva Alejandro
Secretary, Board of Trustees

The video recording of the Regular Board of Trustees meeting held on October 21, 2021, is 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.