



TEXAS SOUTHMOST COLLEGE DISTRICT

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Minutes of the Public Hearing and Regular Meeting of the Board of Trustees

February 16, 2023

The Board of Trustees of the Texas Southmost College District convened in open session on February 16, 2023 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; Mr. Ruben Herrera, Immediate Past Chair; Mrs. Delia Saenz; and Dr. Tony Zavaleta. 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 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 first briefed the board on the board member's participation in the Association of Community College National Legislative Summit held in Washington D.C., including herself, Vice Chair De Leon and Trustee Alejandro, as well as Dr. Stella Garcia, Vice President of Institutional Advancement/Chief of Staff. She had a one-on-one discussion with Senator John Cornyn, who understands the legislative priorities of the community colleges. During the ACCT's meeting with Senator Ted Cruz, Chair Garza spoke on behalf of the community college delegation, providing remarks on Pell Grant eligibility for short term programs. She explained how the TSC Board has provided support to establish programs that are in-demand by industry, and the TSC Foundation has provided scholarship support. She said Senator Cruz had a positive response to her remarks.

Chair Garza also reported that Vice Chair De Leon was reappointed to ACCT's Diversity, Equity and Inclusion Committee, noting that he is engaged in very important work. She concluded that the conference was very productive and that the board was able to strengthen their network with colleges across the country.

Chair Garza then called on President Rodríguez to present his report.

Representative Lopez Visit & Tour

President Rodríguez and Chair Garza hosted newly elected District 37 State Representative and TSC alumna Janie Lopez for a campus tour on January 16. They engaged in a discussion of the college's history and recent growth, as well as how future funding will impact service to TSC's communities. Representative Lopez was very impressed during her tour of the workforce training labs.

Education Session for Leadership Brownsville Class XXXVIII

More than 30 members of Leadership Brownsville, Inc. visited campus on January 19th. President Rodríguez shared videos and remarks portraying the college's rich history and TSC's continued growth. Participants represented industries, public and private, were in attendance. President Rodríguez said the session was very interactive and that the members were impressed with TSC's high-quality programs and affordability.

Charro Days Fiesta Poster Unveiling

On January 25th, Chair Garza attended the unveiling of the Charro Days Fiesta Poster where Texas Southmost College was recognized as a Charro Sponsor. President Rodríguez thanked Chair Garza for representing TSC at the event.

University of Houston

Associate Dean Frank Kelly of the C.T. Bauer College of Business of the University of Houston visited TSC on January 23rd to discuss a pathway for TSC's Business Students to transfer to U of H, online or in person, to complete a Bachelor of Business Administration. President Rodríguez expects to bring an MOU to the Board soon, as well as plans for a signing ceremony.

RGV Legislative Tour & Dinner

More than 50 state elected officers and their staff came to the TSC Performing Arts Center for an overview of Texas Southmost College on January 28th. Chair Garza welcomed the distinguished guests to Texas Southmost College, and President Rodríguez provided an overview of the college, which included several videos and shared data on the college's exponential growth. He also provided information on the proposed community college funding formula and the legislative ask of \$650 million. He thanked Chair Garza, Vice Chair De Leon, Secretary Aldrete, and Trustee Alejandro for attending the afternoon session and welcoming the legislative delegation to campus. He also thanked Brownsville Independent School District, specifically Mr. Sam Rodríguez, for working with the administration on the scheduling of this event. BISD was holding their All City Band concert that evening, and they put their rehearsal on pause so the auditorium could be used for the special event.

The RGV Legislators Tour returned to TSC for an evening dinner on the 2nd floor of the Oliveira Student Services Center. It was a festive night with folklorico dancers, delicious food and drinks, including a signature drink from Las Ramblas, a Scorpion's Sting. TSC and the city of Brownsville co-hosted the event, with Brownsville Mayor Trey Mendez and City Manager Helen Ramirez joining President Rodríguez in offering remarks. He thanked Chair Garza and Trustee Alejandro for participating in the evening event.

The events generated good media coverage, including positive tweets from Texas Association of Business CEO Glenn Hamer. President Rodríguez thanked the many TSC departments who worked hard to make the events successful including Facilities, Risk Management, Events, IT, Marketing, and Multimedia.

Our Lady of the Lake (OLLU)

Representatives from Our Lady of the Lake University visited TSC on February 9th. They learned about TSC's 96-year history and discussed pathways for TSC students who want to continue their higher education at OLLU. President Rodríguez thanked Chair Garza for meeting with the OLLU team.

BFCC & BISD Financial Educational Summit

The Building Financial Capacity Coalition (BFCC) and Brownsville ISD Money Smart Ambassadors hosted Brownsville ISD students for a financial literacy conference at the TSC Performing Arts Center on February 9th. President Rodríguez thanked Chair Garza for giving the students and guests a warm Scorpion welcome.

Change of Command Ceremony

Texas Southmost College alumna Gloria Chavez was transferred authority as Chief Patrol Agent of the RGV Sector of the U.S. Border Patrol on February 10th. TSC was honored to host her change of command ceremony at the Performing Arts Center. President Rodríguez extended his congratulations to Chief Chavez and thanked Chair Garza, Vice Chair De Leon, Secretary Aldrete, and Trustee Saenz for representing TSC at the event. He also thanked the many TSC staff who coordinated with the CBP team to help make this another successful event.

Community College Day at the Texas Capitol

Student Services leaders Ms. Vanessa Vasquez and Ms. Virginia Sandoval chaperoned four TSC Student Government Association members to Austin to attend Community College Day at the Capitol on January 26th. The students met with State Representative Erin Gamez and State Senator Morgan LaMantia, as well as their peers from across the state. President Rodríguez thanked Ms. Vasquez and Ms. Sandoval for preparing the students for the visits.

Athletics

TSC's new coach for the NJCAA Men's and Women's soccer teams started this week. Coach Mario Zamora will oversee tryouts today for the men's and women's teams at the Scorpion Soccer Field. Players have already begun to sign Letters of Intent, and a pep rally is scheduled for March 30th to introduce the players.

XXI Binational Literary Conference

Prominent authors in the Spanish-speaking world convened at Texas Southmost College February 10th for the 21st Binational Literary conference, which exposes students to the process for and publication of creative writing. President Rodríguez thanked Dr. Brian McCormack and his team for organizing the conference.

Harlingen Classes

TSC classes are scheduled to begin in Harlingen March 20th as 8-week classes in a mini-mester hybrid format. Students will meet one night per week at Harlingen High School South and the remaining instructional time is online. Students may select from 11 courses being offered. Registration events will be held in Harlingen in the coming weeks.

20th Annual Education and Career Expo

Local high school students toured the ITEC Center on February 2nd to visit the training labs and interactive information booths during an event organized by RGV LEAD. The students expressed their excitement at possible career choices. TSC received good feedback from the community regarding their interest in coming to college, and the social media posts showed the exceptional participation. Dr. Rodríguez thanked Dr. Murad Abusalim for facilitating the event and recommending TSC's ITECC facility for the expo.

Dr. Kile selected for NCCET Board

Dr. Joanna Kile was recently selected to serve on the National Council for Continuing Education and Training (NCCET) board. The NCCET provides best practices that help with the implementation and execution of effective and profitable programs and advocates for prioritizing continuing education and training issues among policymakers and community college leadership. President Rodríguez congratulated Dr. Kile for the appointment.

TSC Foundation Report

President Rodríguez provided an update on the TSC Foundation Board meeting, held February 15th. Mr. Roy De Los Santos, was reappointed for another 3-year term, and Mr. Jose A. Camacho was appointed as a new board member. The new slate of officers is as follows: Mr. Roy Del Los Santos, Chair; Ms. Adela Garza, Vice Chair; Mr. J.J. De Leon, Jr., Treasurer, and Ms. Norma Hinojosa, Secretary.

Upcoming Foundation events include the Sapphire Gala, which will be held on Saturday, April 15 on the 2nd floor of the Oliveira Student Services Center. The 3rd Annual Scorpion Classic Golf Tournament will be held Saturday, October 14 at the Rancho Viejo Country Club. President Rodríguez and the board also discussed the vacancy for the next staff member assigned to the Foundation.

Video Presentation

President Rodríguez shared a video highlighting college activity since the last regular board meeting.

5. Executive Session

The Board reordered the agenda and convened in Executive Session at 5:54 p.m.

The Board reconvened in Open Session at 6:44 p.m.

6. 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

Secretary Aldrete made a motion to approve the salary schedule as described in Executive Session. Trustee Saenz seconded the motion, which carried unanimously.

7. Consideration and Possible Action on the Minutes of the following meetings:**a. Regular meeting - January 19, 2023**

Vice Chair De Leon made a motion to approve the minutes of the Regular Meeting on January 19, 2023. Secretary Aldrete seconded the motion, which carried unanimously.

8. Finance Committee

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

a. Monthly Financial Statement Report for the month ended December 30, 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 December 30, 2022.

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

b. First Quarter Investment Report for Fiscal Year 2023

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the agenda item. She introduced Mr. Carlos Pecero, Controller, who presented the report.

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 for the month of January 2023.

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

e. Grants Report

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Dr. Angelica Fuentes, Associate Vice President of Institutional Projects, were called on to present the item. Dr. Fuentes reported on the new grants received during the month of January 2023.

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 approval of matching grant support for the AmeriCorps Texas Operational grant

Dr. Angelica Fuentes, Associate Vice President of Institutional Projects, and Dr. Angela McCauley, Director of Special Projects, were called upon to present the item. Dr. Fuentes said the proposed grant for the AmeriCorps Texas program would fund 32 AmeriCorps Members to serve on campus, providing direct service to students to enhance persistence initiatives. The grant request of \$644,210.53 requires a match of up to \$154,610.53, which she said is proposed to be matched in-kind with time and effort from the project director and supervisors of AmeriCorps Members, cost of office space, and the value of laptops and other equipment used for grant activities.

A motion was made by Trustee Zavaleta to approve the allocation of matching grant in-kind support of up to \$154,610.53 for the 2023-24 AmeriCorps Texas Operational Grant, contingent on the Notice of Grant Award from the OneStar Foundation. Vice Chair De Leon seconded the motion, which carried unanimously.

b. Consideration and possible action on approval of matching grant support for the AmeriCorps VISTA continuance grant

Dr. Angelica Fuentes, Associate Vice President of Institutional Projects, and Dr. Angela McCauley, Director of Special Projects, were called upon to present the item. Dr. Fuentes said the proposed grant for the AmeriCorps VISTA grant is for the third grant continuance. The grant would support 8 VISTA members and 12 Summer Associates to build capacity in TSC's anti-poverty initiatives. AmeriCorps would fund \$135,620 for 7 of the positions and requires TSC to match the living allowance for one of the VISTA Members, at a cost of \$17,600. In addition, AmeriCorps provides TSC with a \$40,000 grant to partially fund the time and effort

of TSC employees serving as VISTA supervisors, freeing up funding from TSC's operating budget to offset the cost share for the grant.

A motion was made by Trustee Zavaleta to approve the allocation of matching grant support in the amount of \$17,600 for March 27, 2023 - March 26, 2024, contingent on the Notice of Grant Award from AmeriCorps. Trustee Alejandro seconded the motion, which carried unanimously.

c. Consideration and possible action on approval of matching grant support for the Texas Workforce Commission Jobs and Education for Texans (JET) grant program

Dr. Angelica Fuentes, Associate Vice President of Institutional Projects, was called upon to present the item. She said the grant proposal would support the purchase of equipment for TSC's electrical program. The Division of Instruction proposes to request the maximum amount of funding, \$350,000. A five percent match is required, totaling \$17,500.

A motion was made by Trustee Zavaleta to approve the required matching grant support up to \$17,500 for the Texas Workforce Commission Jobs and Education for Texans grant program. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

10. Facilities Committee

Chair Garza called on Secretary Aldrete to present the report.

a. Consideration and possible action on approval of RFP 23-06 "Commercial Printing and Mail Services"

Dr. Joanna Kile, Vice President of Workforce Training & Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Workforce Development, were called upon to present the item. The proposed scope of work called for qualified vendors for printing and mail-out of tabloids for Workforce Training and Continuing Education (WTCE) department newsletters. Dr. Kile reviewed the RFP Timeline, evaluation committee, pricing and scoring, evaluation criteria, and budget and financial impact. Six vendors responded to the RFP with CME Printing, Inc. receiving the highest score from the committee. The board engaged in a brief discussion of the price difference between vendors.

A motion was made by Secretary Aldrete to award RFP 23-06 for "Commercial Printing and Mail Services" to CME Printing, Inc. from Houston, Texas and authorize President Rodriguez to execute the change order, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

b. Consideration and possible action on approval of RFP 23-07 "Business Strategy and Security Consulting Services"

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. The scope of work in the RFP called for qualified vendors to encompass professional planning, advising, consulting and continuity of operations. Dr. Figueroa reviewed the RFP

Timeline, evaluation committee, pricing and scoring, evaluation criteria, and budget and financial impact. Three vendors responded to the RFP with Security Insights, LLC receiving the highest score from the committee.

A motion was made by Secretary Aldrete to award RFP 23-07 for "Business Strategy and Security Consulting Services" to Security Insights, LLC from Rancho Viejo, Texas and authorize President Rodríguez to execute the contract, as presented. Trustee Saenz seconded the motion, which carried unanimously.

c. Status update on policy renewal for Windstorm and Hail Insurance FY 2022-2023

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She briefed the board on the current status of possible renewal options from Shepard Walton King, a HUB International Company. Renewal is scheduled for March 2023.

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

d. 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 following projects: TSC Courtroom and Criminal Justice Project, Oliveira Student Services building second floor restroom additions project, interior and exterior painting of the Raul J. Guerra Early Childhood Center, audio visual upgrades for auditorium conference rooms, and SETB roof spot repairs.

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 policies: CHA, BBE, BBF, FLBE, and GDA

Mr. Frank Perez, TSC Counsel, was called on present the item. He briefed the Board on each policy up for review and possible action.

CHA (LOCAL) SITE MANAGEMENT: SECURITY

A motion was made by Vice Chair De Leon to delete CHA (LOCAL) and request Board and College legal counsel to draft a new LOCAL policy on the college's hybrid security model. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

BBE (LOCAL) - BOARD MEMBERS: AUTHORITY

A motion was made by Vice Chair De Leon to amend policy BBE (LOCAL) as recommended by the Policy Committee. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

BBF (LOCAL) - BOARD MEMBERS: ETHICS

A motion was made by Vice Chair De Leon to retain the current policy BBF (LOCAL) and not adopt the TASB recommended changes. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

FLBE (LOCAL) STUDENT CONDUCT: ALCOHOL AND DRUG USE

A motion was made by Vice Chair De Leon to amend policy FLBE (LOCAL), as per the TASBE recommendation. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

GDA (LOCAL) COMMUNITY EXPRESSION AND USE OF COLLEGE FACILITIES: CONDUCT ON COLLEGE DISTRICT PREMISES

A motion was made by Vice Chair De Leon to amend policy GDA (LOCAL), as per TASB recommendations. Trustee Alejandro seconded the motion, which carried unanimously.

Chair Garza thanked Vice Chair De Leon and Immediate Past Chair Herrera for their good work on reviewing college policies and proposing updates.

Chair Garza thanked all of the Scorpions who watch the board meetings and express their great care for TSC. She noted one such Scorpion is Ambrosio Villarreal, who often sends her messages to compliment the work of the Board of Trustees.

15. Announcement of Proposed Meeting Dates

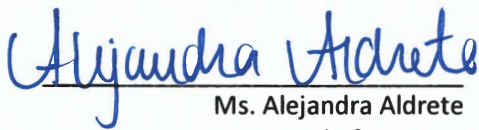
- a. Regular Board Meeting – Thursday, March 23, 2023, 5:30 p.m.
- b. Regular Board Meeting – Thursday, April 20, 2023, 5:30 p.m.

16. Adjournment

A motion to adjourn the meeting was made by Immediate Past Chair Herrera. The motion was seconded by Trustee Zavaleta. The meeting was adjourned at 7:25 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 February 16, 2023 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.