



TEXAS SOUTHMOST COLLEGE DISTRICT

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Minutes of the Regular Meeting of the Board of Trustees

May 18, 2023

The Board of Trustees of the Texas Southmost College District convened in open session on May 18, 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; Mr. Ruben Herrera, Immediate Past Chair, Ms. Eva Alejandro, and Dr. Tony Zavaleta. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College. Absent was Mrs. Delia Saenz.

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 then called on President Rodríguez to present his report.

Rivera Early College High School Awards Ceremony

President Rodríguez attended an end-of-year awards ceremony at Rivera Early College High School (ECHS), along with TSC leaders Vanessa Vasquez and Jose Arambul, on April 19th. Rivera was the school with the most dual credit students earning an associate degrees from TSC this year, in all of the Brownsville Independent School District. This year at TSC's Spring Commencement Ceremony, 362 high school seniors graduated with an Associate Degree in General Studies at no cost to their families.

GBIC Select USA—Spin Off Event—Automotive, Energy, Aerospace & Defense in Brownville

President Rodríguez participated in a Greater Brownsville Incentive Corporation Select USA—Spin Off Event—targeting Automotive, Energy, Aerospace, and Defense on April 27th. Hosted in partnership with the

U.S. Department of Commerce, national and international companies gathered to learn more about Brownsville's available assets, incentives, and workforce. President Rodríguez served on the panel, Industry Partner Insights, during which he shared information on how TSC collaborates with GBIC and industry partners.

DHR Health Brownsville Grand Opening & Ribbon Cutting

Chair Garza and President Rodríguez attended the ribbon cutting ceremony for DHR Health Brownsville on April 26th. DHR Health is a strong industry partner supporting TSC Health Programs. President Rodríguez said the college looks forward to continued collaboration with DHR Health Brownsville as they build their local workforce.

Avelo Airlines Ribbon Cutting

Chair Garza represented TSC at the ribbon cutting for Avelo Airlines on May 17th. Avelo Airlines supported the TSC Foundation Sapphire Gala by donating a roundtrip flight for two for the silent auction. President Rodríguez wished Avelo Airlines a long and successful operation in Brownsville.

Mariachi Festival

Chair Garza, Secretary Aldrete, Trustee Alejandro, and Trustee Saenz attended the Mariachi Festival, held at the TSC Performing Arts Center and Jacob Brown Auditorium on April 21st and 22nd. President Rodríguez noted that the new audio and visual elements, authorized by the Board of Trustees, have given Jacob Brown Auditorium new life.

21st Century Showcase

The TSC 21st Century Theatre Club from Porter ECHS presented *Giselle* at the TSC Performing Arts Center on April 28th and April 29th. Family and friends were invited to enjoy the performances from the 21st Century Porter ECHS students. President Rodríguez thanked the Brownsville Independent School District and Dr. Prisci Roca Tipton and her staff for continuing to expand student learning experiences.

VIDA Graduation Celebration and Stole Ceremony

Chair Garza and President Rodríguez participated in the VIDA Graduation Celebration on April 25th to honor 26 TSC candidates for spring graduation, who were sponsored by VIDA. President Rodríguez provided congratulatory remarks to the students.

Workforce Solutions Child Care Directors Meeting

TSC hosted a meeting for more than 200 child care center directors and providers, sponsored by Workforce Solutions Cameron in early May. TSC Instructor Beatriz Castillo provided leadership training, and Dr. Angelica Fuentes conducted a training needs assessment, which will help TSC identify training courses that the college can deliver through a Texas Workforce Commission Skills for Small Business grant. President Rodríguez thanked Dr. Fuentes for coordinating the effort with Workforce Solutions Cameron.

Congressional Art Competition

Congressman Vicente Gonzalez held the annual Congressional Art Competition at the TSC Performing Arts Center on May 3rd. Guests enjoyed original art created by students from the congressional district. President Rodríguez thanked Congressman Gonzalez for selecting TSC as the host site, as well as Chair Garza, Vice Chair De Leon, and Secretary Aldrete for attending the event, supporting the students, and representing the college.

2nd Annual RGV All Valley Welding Competition

TSC hosted the second annual RGV All Valley Welding Competition on May 18th, with 35 students from Los Fresnos High School & San Benito High School participating. Student Services staff were on hand to provide registration, financial aid, and program information. President Rodríguez thanked Chair Garza for attending the event, as well as Imelda Martinez for helping coordinate the event.

TSC Auction

TSC will hold a live and online Public Auction on May 20th, which will be overseen by auctioneer Galindo Auction, LLC. The auction has been advertised on the TSC website, as well as in the local newspaper and social media.

Events on Campus

Student Services held a number of events for students over the past month:

- Grad Fair for Dual Credit Students, April 18th
- Earth Day, April 20th
- Grad Fair for Traditional Students, April 20th
- Career Fair, April 26th
- Bougainvillea Ball, April 29th
- Student Leadership Academy—Graduation Ceremony, May 4th
- Spring Commencement, May 13th
- Scorpion Success Orientation, May 20th

Soccer Signing Ceremonies

TSC held several more soccer signing ceremonies since the last Board meeting, and the men's and women's teams are almost complete. The Scorpion coach and players will host a youth camp in June.

BISD High School Seniors Tour

TSC will host hundreds of high school seniors from BISD High Schools for a tour of ITECC in May, during which they will tour credit and non-credit programs. President Rodríguez thanked Imelda Martinez and Judy Moreno for coordinating the tours with BISD, and working to entice the students to register for summer and/or fall classes.

Patient Care Technician Graduation

Ten students, making up the second class of Patient Care Technicians graduates, participated in a graduation ceremony on April 26th. All ten passed the PCT program and are dual certified; they hold state nursing assistance and national patient care technician certifications. President Rodríguez thanked Chair Garza and Immediate Past Chair Herrera for attending the graduation and supporting the students.

Construction Graduation

Students from TSC's Construction Programs, including Welding, Pipefitting, Electrician, Plumbing, and other construction-related programs, graduated on May 10th. President Rodríguez thanked Chair Garza and Immediate Past Chair Herrera for attending the graduation and supporting the students.

Respiratory Care Science Program Graduation Ceremony

The graduates of the Respiratory Care Science program participated in their pinning ceremony May 11th. President Rodríguez extend a heartfelt thank you to the dedicated program faculty, as well Chair Garza and Immediate Past Chair Herrera for attending the graduation and supporting the students.

MLT Open House

The Medical Laboratory Technology (MLT) program held an open house on April 26th. Students and faculty shared program information and organized activities to promote enrollment. President Rodríguez thanked Dr. Consuelo Villalon and Dr. David Pearse for organizing the event, as well as Chair Garza for participating in the Open House.

Video Presentation

President Rodríguez shared a video highlighting college activities since the last regular board meeting. Following the video, President Rodríguez thanked the Board for their continued support and commitment on behalf of the communities TSC serves, as well as the TSC faculty and staff for finishing the semester Scorpion Strong.

5. Consideration and Possible Action on the Minutes of the following meetings:**a. Regular meeting - April 20, 2023**

Vice Chair De Leon made a motion to approve the minutes of the Regular Meeting on April 20, 2023. Secretary Aldrete seconded the motion, which carried unanimously.

6. Finance Committee

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

a. Consideration and possible action on approval for Adobe licenses annual purchases for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, was called on to present the item. He said the proposal is to renew Adobe licenses for faculty, staff, and students. He also noted that this is the only software that provides that particular functionality.

Immediate Past Chair Herrera made a motion to approve annual purchases for Adobe licenses from JourneyEd.com, Inc. through the Texas Department of Information Resources contract DIR-CPO-4451 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

b. Consideration and possible action on approval for computer equipment annual purchases for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, was called on to present the item. He said the proposal is to purchase Dell computers, based on the college replacement cycle.

Immediate Past Chair Herrera made a motion to approve annual purchases for computer equipment from Dell Marketing, LP through the Texas Department of Information Resources DIR-TSO-3763 for FY 2023-2024. Trustee Zavaleta seconded the motion, which carried unanimously.

c. Consideration and possible action on approval for Microsoft software annual fees for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, was called on to present the item. He said the proposal is to renew the annual contract and purchase of Microsoft Software, which is used campus-wide.

Immediate Past Chair Herrera made a motion to approve annual fees for Microsoft software with SHI Government Solutions through the Texas Department of Information Resources contract DIR-TSO-4092 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

d. Consideration and possible action on approval for computer/networking equipment and software annual purchases for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, was called on to present the item. He said the proposal supports the purchase of computer/networking equipment through the state cooperative purchasing program.

Immediate Past Chair Herrera made a motion to approve annual purchases for computer/networking equipment and software from CDW Government, Inc. through OMNIA contract R210401 for FY 2023-2024. Trustee Alejandro seconded the motion, which carried unanimously.

e. Consideration and possible action on approval for office supplies annual purchases for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. She said the proposal supports the purchase of office supplies in accordance with the state cooperative purchasing program method.

Immediate Past Chair Herrera made a motion to approve annual purchases for office supplies from Office Depot through OMNIA contract R190303 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

f. Consideration and possible action on approval for audiovisual annual services for college events for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Ricardo Vasquez, Executive Director of Marketing, were called on to present the item. Dr. Figueroa said the proposal supports the purchase of audiovisual services in accordance with the state cooperative purchasing program method.

Immediate Past Chair Herrera made a motion to approve annual audiovisual services for college events from 421 Productions through BuyBoard contract 655-21 for FY 2023-2024. Trustee Alejandro seconded the motion, which carried unanimously.

g. Consideration and possible action on approval for auditing annual services through RFQ 19-06 for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Carlos Pecero, Controller, were called on to present the item. Dr. Figueroa said the proposal is for the fourth and last renewal for auditing services with Cascos & Associates, PC. She noted that each year a different lead auditor is assigned to conduct the auditing services at TSC.

Immediate Past Chair Herrera made a motion to approve auditing annual services with Cascos & Associates, PC through RFQ 19-06 for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

h. Consideration and possible action on approval for telecommunication annual services through RFP 19-21 for FY 2023-2024for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, was called on to present the item. He said the proposal is for the last renewal option for telecommunication services with TeleSpace, LCC.

Immediate Past Chair Herrera made a motion to approve telecommunications annual services with TeleSpace, LLC through RFP 19-21 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

i. Consideration and possible action on approval for campus data cabling annual services through RFP 22-23 for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, was called on to present the item. He said the proposal is for the first available renewal option for data cabling services.

Immediate Past Chair Herrera made a motion to approve campus data cabling annual services with BridgeNet Communications, LLC, CS Global Consortium, LLC, International Global Solution, Corp., Network Cabling Services, Inc., and Tele-Pro Communications through RFP 22-23 for FY 2023-2024. Trustee Alejandro seconded the motion, which carried unanimously.

j. Consideration and possible action on approval for investment advisory services triennial contract through RFP 22-29 for FY 2023-2024 and two subsequent years

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Carlos Pecero, Controller, were called on to present the item. Dr. Figueroa said proposal is for the first and last renewal for the triennial contract.

Immediate Past Chair Herrera made a motion to approve investment advisory services triennial contract with Meeder Investment Management through RFP 22-29 for FY 2023-2024 and two subsequent years. Trustee Alejandro seconded the motion, which carried unanimously.

k. Consideration and possible action on approval for temporary staffing annual services through RFP 22-38 for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. She said the proposal is for the first renewal for temporary staffing with three organizations.

Immediate Past Chair Herrera made a motion to approve temporary staffing annual services with Laine Federal Solutions, BuzzClan, LLC, and Region Staffing through RFP 22-38 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

l. Consideration and possible action on approval for food products for Child Care Center annual purchases for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. She said proposal is for the first renewal for food products for the child care center. The board engaged in a brief discussion of TSC's assurances of compliance with state guidelines regarding meals served in the child care center.

Immediate Past Chair Herrera made a motion to approve food products for Child Care Center annual purchases with Labatt Food Services and Sysco Central Texas through RFP 22-31 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

m. Consideration and possible action on approval for worker's compensation insurance annual services through RFP20-19 for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. She said proposal is for the third and last renewal for workers' compensation insurance with TASB Risk Management Fund.

Immediate Past Chair Herrera made a motion to approve workers' compensation insurance annual services with TASB Risk Management Fund through RFP 20-19 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

n. Consideration and possible action on approval for billboard advertising annual services for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Ricardo Vasquez, Executive Director of Marketing, were called on to present the item. Dr. Figueroa said proposal to purchase billboard advertising services through the sole source purchasing method. The board engaged in a discussion of the management of billboard advertising.

Immediate Past Chair Herrera made a motion to approve billboard advertising annual services from Lamar Texas Limited Partnership through sole source purchasing method for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

o. Consideration and possible action on approval of compliance assist and course evaluation software annual fees for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called on to present the item. Mr. Villarreal said the proposal is to continue with compliance assist and course evaluation software through the sole source purchasing method.

Immediate Past Chair Herrera made a motion to approve annual fees for compliance assist and course evaluation software with Anthology, Inc. of NY through sole source purchasing method for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

p. Consideration and possible action on approval for fiber optic network and internet annual services for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, was called on to present the item. He said the proposal is to renew internet services agreement through the sole source purchasing method.

Immediate Past Chair Herrera made a motion to approve fiber optic network and internet annual services from VTX Communications, LLC through Sole Source for FY 2023-2024. Trustee Alejandro seconded the motion, which carried unanimously.

q. Consideration and possible action on approval for printed and digital advertising annual services for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. Dr. Figueroa said proposal to purchase printed and digital advertising services through the sole source purchasing method.

Immediate Past Chair Herrera made a motion approve printed and digital advertising annual services with AIM Media Texas Operating, LLC through sole source purchasing method for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

r. Consideration and possible action on approval for television and digital advertising annual services for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Ricardo Vasquez, Executive Director of Marketing, were called on to present the item. Dr. Figueroa said proposal to purchase television and digital advertising services through the sole source purchasing method.

Immediate Past Chair Herrera made a motion to approve television and digital advertising annual services with Charter Communications Holdings, LLC., DBA Spectrum Reach, Entravision Communications Corp., Mobile Video Tapes, Inc., NexStar Broadcasting Group, and NBC Universal through sole source purchasing method for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

s. Consideration and possible action on award RFP 23-20 for “Promotional Items and Printing Solutions”

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Ricardo Vasquez, Executive Director of Marketing, were called on to present the item. Dr. Figueroa reviewed the RFP timeline, scope of work, samples of promotional items, review criteria, pricing and scoring tabulation, and budget and financial impact.

Immediate Past Chair Herrera made a motion to award RFP 23-20 for “Promotional Items and Printing Solutions” to 4Imprint, Inc, Big Hit Creative Group, Elite Promotions, Gateway Printing & Office Supply, Inc., Huntington Sky Production LTD (Fast Signs), Lugra Incorporated, Printed Promotionals and Slate Group and authorize President Rodriguez to execute the purchase orders, as presented. Vice Chair De Leon seconded the motion, which carried unanimously.

t. Consideration and possible action on award of RFP 23-19 for “Campus Vending Machine Services” or approval of current contract renewal

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. Dr. Figueroa reviewed the RFP timeline, scope of work, evaluation committee, pricing and scoring tabulation, review criteria, and budget and financial impact. There were four respondents to the RFP.

Immediate Past Chair Herrera made a motion to approve campus vending machine annual services with CVS Central Vending Services through RFP 21-03 for FY 2023-2024. Trustee Zavaleta seconded the motion, which carried unanimously.

u. Monthly Financial Statement Report for the month ended March 31, 2023

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 March 31, 2023.

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

v. Fund Balance Operation Report

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Carlos Pecero, Controller, were called upon to present the agenda item. Dr. Figueroa 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.

w. 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.

7. Academic Committee

Chair Garza called on Trustee Zavaleta to present the report.

a. Consideration and possible action on approval for instructional electrical supplies annual purchases for FY 2023-2024

Dr. Joanna Kile, Vice President of Workforce Training and Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the proposed annual contract and purchases would be made in accordance with the state cooperative purchasing program method.

A motion was made by Trustee Zavaleta to approve annual purchases for electrical supplies from Elliot Electric Supply through BuyBoard contract 690-23 for FY 2023-2024. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

b. Consideration and possible action on approval for instructional laboratory supplies annual purchases for FY 2023-2024

Dr. Brian McCormack, Interim Vice President of Instruction, and Dr. Murad Abusalim, Dean of Science, Technology, Engineering, and Mathematics, were called upon to present the item. Dr. McCormack said the proposal is to continue with the purchase of laboratory supplies in accordance with the state cooperative purchasing program.

A motion was made by Trustee Zavaleta to approve annual purchases for laboratory supplies from Carolina Biological Supply and VWR International DBA Ward's Science through BuyBoard 653-21 for FY 2023-2024. Trustee Alejandro seconded the motion, which carried unanimously.

c. Consideration and possible action on approval for instructional plumbing supplies annual purchases for FY 2023-2024

Dr. Joanna Kile, Vice President of Workforce Training and Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the proposed annual contract and purchases would be made in accordance with the state cooperative purchasing program method.

A motion was made by Trustee Zavaleta to approve annual purchases for plumbing supplies from Morrison Supply through BuyBoard 657-21 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

d. Consideration and possible action approval for instructional police equipment annual purchases for FY 2023-2024

Dr. Joanna Kile, Vice President of Workforce Training and Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the proposed annual contract and purchases would be made in accordance

with the state cooperative purchasing program method. The board engaged in a brief discussion of oversight for the program's weapons and ammunition.

A motion was made by Trustee Zavaleta to approve the annual purchases for police equipment from GT Distributors, Gunfighter Supply, Galls, LLC, and Precision Delta through BuyBoard contract 698-23 and 670-22 for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

e. Consideration and possible action on approval for instructional welding and pipefitting supplies annual purchases for FY 2023-2024

Dr. Joanna Kile, Vice President of Workforce Training and Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the proposed annual contract and purchases would be made in accordance with the state cooperative purchasing program method.

A motion was made by Trustee Zavaleta to approve annual purchases for welding and pipefitting supplies from Alamo Iron Works through BuyBoard contract 657-21 for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

f. Consideration and possible action on approval for instructional laboratory equipment and consumables annual purchases for FY 2023-2024

Dr. Brian McCormack, Interim Vice President of Instruction, and Dr. Murad Abusalim, Dean of Science, Technology, Engineering, and Mathematics, were called upon to present the item. Dr. McCormack said the proposal is to continue with the purchase of laboratory equipment and consumables in accordance with the state cooperative purchasing program.

A motion was made by Trustee Zavaleta to approve annual purchases for laboratory equipment and consumables from ThermoFisher Scientific through BuyBoard 653-21 for FY 2023-2024. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

g. Consideration and possible action on approval for learning management system annual services through RFP 17-03 for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Villarreal said the proposal is for the final renewal for the annual contract and purchase for learning management system services.

A motion was made by Trustee Zavaleta to approve learning management system annual services with Canvas Instructure through RFP 17-03 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

h. Consideration and possible action on approval for library databases for digital resources annual purchases through RFP 21-12 for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Villarreal said the proposal is for the second renewal for the annual purchases of library databases for digital resources.

A motion was made by Trustee Zavaleta to approve library databases for digital resources annual purchases with EBSCO Industries, Inc. dba EBSCO Information Systems through RFP 21-12 for "Library Services Platform" FY 2023-2024. Trustee Alejandro seconded the motion, which carried unanimously.

i. Consideration and possible action on approval for cadet equipment annual purchases through RFP 20-15 for FY 2023-2024

Dr. Joanna Kile, Vice President of Workforce Training and Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the proposal is for the third and last available renewal for cadet equipment purchases.

A motion was made by Trustee Zavaleta to approve cadet equipment annual purchases with Manny's Uniforms through RFP 20-15 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

j. Consideration and possible action on approval for welding gas and other consumables annual purchases through RFP 20-16 for FY 2023-2024

Dr. Joanna Kile, Vice President of Workforce Training and Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the proposal is for the third and last available renewal for welding gas and other consumable purchases for the welding program.

A motion was made by Trustee Zavaleta to approve welding gas and other consumables annual purchases with Matheson Trigas through RFP 20-16 for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

k. Consideration and possible action on approval for industrial weld testing services and certification annual services through RFP 22-01 for FY 2023-2024

Dr. Joanna Kile, Vice President of Workforce Training and Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the proposal is for the second renewal for industrial weld testing services and certification purchases.

A motion was made by Trustee Zavaleta to approve industrial weld testing services and certification annual services with Spark Consulting, LLC through RFP 22-01 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

i. Consideration and possible action on approval for small business skills annual training services through RFP 22-24 for FY 2023-2024

Dr. Joanna Kile, Vice President of Workforce Training and Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the proposal is for the first renewal for small business skills training services with Leadership Empowerment Group.

A motion was made by Trustee Zavaleta to approve small business skills annual training services with Leadership Empowerment Group through RFP 22-24 for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

m. Consideration and possible action on approval of Learning Tool Interoperability platform for video engagement software annual fees for FY 2023-2024

Mr. Luis Villarreal, Vice President of Information Technology, was called upon to present the item. He said the proposal is for the continuance of the PlayPosit subscription renewal in accordance with the sole source method.

A motion was made by Trustee Zavaleta to approve learning tool interoperability platform for video engagement software annual fees from PlayPosit through sole source purchasing method for FY2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

n. Consideration and possible action on approval for nursing curriculum testing software annual fees for FY 2023-2024

Dr. Brian McCormack, Interim Vice President of Instruction, and Dr. David Pearse, Dean of Health Professions, were called upon to present the item. Dr. McCormack said the proposal is to continue with nursing curriculum testing services through the sole source method.

A motion was made by Trustee Zavaleta to approve annual fees for nursing curriculum testing software from Assessment Technologies Institute through sole source purchasing method for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

o. Consideration and possible action on approval for testing study software annual fees for FY 2023-2024

Dr. Brian McCormack, Interim Vice President of Instruction, and Dr. David Pearse, Dean of Health Professions, were called upon to present the item. Dr. McCormack said the proposal is to continue with nursing testing study software, through the sole source method.

A motion was made by Trustee Zavaleta to approve annual fees for testing study software with Elsevier, Inc. through sole source purchasing method for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

p. Consideration and possible action on award RFP 23-08 for "Online Tutoring Services"

Mr. Luis Villarreal, Vice President of Information Technology, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Hernandez reviewed the RFP timeline, scope of work, review committee, pricing and scoring tabulation, review committee, and budget and financial implications. Mr. Hernandez also shared data on student success metrics with the Board. Seven vendors responded to the RFP with Brainfuse, Inc. receiving the highest score from the committee.

A motion was made by Trustee Zavaleta to award RFP 23-08 for "Online Tutoring Services" to Brainfuse, Inc. and authorize President Rodríguez to execute the contract, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

q. Consideration and possible action on approval of nursing equipment purchase

Dr. Brian McCormack, Interim Vice President of Instruction, and Ms. Mary Kasprisin, Director of Nursing, were called upon to present the item. Dr. McCormack reviewed the proposed equipment, which would be purchased through the GEER II grant.

A motion was made by Trustee Zavaleta to approve purchase of nursing equipment from DiaMedical USA through The Interlocal Purchasing Systems (TIPS) contract purchasing cooperative in the amount of \$32,100 and authorize President Rodríguez to execute the purchase order, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

r. Consideration and possible action on Agreement for Federal (Adult Education and Family Literacy Act) Program Instructional Services between Brownsville Independent School District and Texas Southmost College

Dr. Joanna Kile, Vice President of Workforce Training and Continuing Education, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, were called upon to present the item. Dr. Fleishman said the proposed agreement, which is in its sixth year, provides a sub-award to TSC to fund 22 adult education students' certification and job skills training.

A motion was made by Trustee Zavaleta to approve the Agreement for Federal (Adult Education and Family Literacy Act) Program Instructional Services between Brownsville Independent School District and Texas Southmost College and authorize President Rodríguez to execute the Agreement, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

s. Consideration and possible action to approve a Memorandum of Understanding with The University of Houston (UH) C.T. Bauer College of Business

Dr. Brian McCormack, Interim Vice President of Instruction, and Dr. Christopher Alves, Interim Dean of Humanities, were called upon to present the item. Dr. McCormack said the proposed agreement will facilitate seamless TSC students who complete their Associate of Arts in Business to transfer into the University of Houston's Bachelor of Business of Administration program for students who apply and are accepted into the program.

A motion was made by Trustee Zavaleta to approve an MOU with The University of Houston C.T. Bauer College of Business and authorize President Rodríguez to sign the agreement. Vice Chair De Leon seconded the motion, which carried unanimously.

t. Consideration and possible action to approve an Articulation Agreement, Memorandum of Understanding and Data Sharing Agreement with Concordia University--Texas (CTX)

Dr. Brian McCormack, Interim Vice President of Instruction, was called upon to present the item. Dr. McCormack said the proposed agreement will facilitate the transfer of TSC graduates with an associate degree to CTX. Qualifying TSC students will be entitled to receive from CTX institutional aid of no less than \$9,250 for each fall and spring semester the student is enrolled at CTX.

A motion was made by Trustee Zavaleta to approve an Articulation Agreement, MOU, and Data Sharing Agreement with Concordia University--Texas and authorize President Rodríguez to sign the agreement. Secretary Aldrete seconded the motion, which carried unanimously.

u. Update on bachelor's degree development

Dr. Brian McCormack, Interim Vice President of Instruction, and Mr. Oscar Hernandez, Associate Vice President of Institutional Effectiveness and Educational Technologies, were called upon to present the item. Mr. Hernandez said the TSC Curriculum and Instruction Committee has voted to move the proposal forward; the next step is to bring the proposal to the TSC Board of Trustees at a later meeting.

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

8. Facilities Committee

Chair Garza called on Secretary Aldrete to present the report.

a. Consideration and possible action on approval for HVAC maintenance supplies annual purchases for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is to continue with the purchase of HVAC maintenance supplies in accordance with the state cooperative purchasing program.

A motion was made by Secretary Aldrete to approve annual purchases for HVAC maintenance supplies from Carrier Enterprise, LLC, Trane US, Inc, Perry Mechanical Systems, and Inscos Distributing, Inc. through Buyboard contracts 631-20 and 657-21 for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

b. Consideration and possible action on approval for lighting/electrical supplies annual purchases for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is to continue with the purchase of lighting/electrical supplies in accordance with the state cooperative purchasing program.

A motion was made by Secretary Aldrete to approve annual purchases for lighting/electrical supplies from C.E.D. dba Bush Supply Company and Dealers Electrical Supply through BuyBoard contract 657-21 for FY 2023-2024. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

c. Consideration and possible action on approval for maintenance supplies annual purchases for FY 2023-2024 (through BuyBoard)

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is to continue with the purchase of maintenance supplies in accordance with the state cooperative purchasing program.

A motion was made by Secretary Aldrete to approve annual purchases for maintenance supplies from Burton Companies, Grainger, Inc. and MSC Industrial Supply through BuyBoard 657-21 for FY 2023-2024. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

d. Consideration and possible action on approval for maintenance supplies annual purchases for FY 2023-2024 (through OMNIA)

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is to continue with the purchase of maintenance supplies in accordance with the state cooperative purchasing program.

A motion was made by Secretary Aldrete to approve annual purchases for maintenance supplies from Home Depot through OMNIA contract 16154, Lowe's Companies through OMNIA contract R192006, and Grainger, Inc. through OMNIA contract 2018-000207 for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

e. Consideration and possible action on approval for Jackson Street lots tree and lawn maintenance annual services through RFP 20-13 for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is for the first and last renewal for lawn maintenance tree services.

A motion was made by Secretary Aldrete to approve Jackson Street lots tree and lawn maintenance annual services with Grand River Landscaping through RFP 20-13 for FY 2023-2024. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

f. Consideration and possible action on approval for campus security annual services through RFP 20-17 for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is for the third and last renewal for campus security services. The board engaged in a discussion of the hybrid model TSC uses for campus security.

A motion was made by Secretary Aldrete to approve campus security annual services with Allied Universal Security Services through RFP 20-17 with hybrid model with Brownsville Police Department for FY 2023-2024. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

g. Consideration and possible action on approval for campus heating ventilation and air condition annual maintenance services through RFP 21-02 for FY 23-24

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is for the second renewal for preventative maintenance services.

A motion was made by Secretary Aldrete to approve campus heating ventilation and air condition annual maintenance services with Gulf Mechanical Solutions, LLC and Pro Tech Mechanical, Inc. through RFP 21-02 for FY 2023- 2024. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

h. Consideration and possible action on approval for campus lawn and tree annual maintenance services through RFP 22-12 for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is for the first renewal for lawn and tree maintenance services.

A motion was made by Secretary Aldrete to approve campus lawn and tree annual maintenance services with American Cuts, LLC through RFP 22-12 for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

i. Consideration and possible action on approval for fixed asset inventory annual services through RFP 22-36 for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is for the first renewal for fixed asset inventory services.

A motion was made by Secretary Aldrete to approve fixed asset inventory annual services with Records Consultants, Inc. through RFP 22-36 for FY 2023-2024. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

j. Consideration and possible action on approval for elevator preventive maintenance and repair services biennial contract through RFP 21-11 for FY 2023-2024 and subsequent year

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is for the first and last renewal available for elevator preventative maintenance and repair services.

A motion was made by Secretary Aldrete to approve elevator preventive maintenance and repair services biennial contract with Rio Elevator Company through RFP 21-11 for FY 2023-2024 and subsequent year. Trustee Alejandro seconded the motion, which carried unanimously.

k. Consideration and possible action on award RFP 23-09 for "Mail Services"

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reviewed the RFP timeline, scope of work, review committee, pricing tabulation, review committee, and budget and financial impact. There was one respondent to the RFP. There was a brief discussion by the board regarding the advertisement of RFPs.

A motion was made by Secretary Aldrete to award RFP 23-09 for "Mail Services" to Upper Valley Mail Services, LLC and authorize President Rodríguez to execute the purchase order, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

l. Consideration and possible action on award RFP 23-10 for "Pest Control Services"

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reviewed the RFP timeline, scope of work, evaluation committee, pricing tabulation, review committee, and budget and financial impact. There were five respondents to the RFP, with Paredes Pest Control receiving the highest score from the committee.

A motion was made by Secretary Aldrete to award RFP 23-10 for "Pest Control Services" to Paredes Pest Control and authorize President Rodríguez to execute the purchase order, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

m. Consideration and possible action on award RFP 23-11 for "Preventive Maintenance Services for Campus Thermal Plants"

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reviewed the RFP timeline, scope of work, evaluation committee, pricing tabulation, review criteria, review committee, and budget and financial impact. There were four respondents to the RFP, with Fox Mechanical, LLC receiving the highest score from the committee.

A motion was made by Secretary Aldrete to award RFP 23-11 for "Preventive Maintenance Services for Campus Thermal Plants" to Fox Mechanical, LLC and authorize President Rodríguez to execute the contract, as presented. Vice Chair De Leon seconded the motion, which carried unanimously.

n. Consideration and possible action on award RFP 23-13 for "General Building Renovations and Minor Repair Services"

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She reviewed the RFP timeline, scope of work, evaluation committee, pricing tabulation, evaluation criteria, and budget and financial impact. There were six respondents to the RFP, and the committee recommended five of the respondents to the Board.

A motion was made by Secretary Aldrete to award RFP 23-13 for "General Building Renovations and Minor Repair Services" to CAMCO Industrial Sales and Services, Grand River Maintenance and Services, LLC, Signs and More, LLC, WingCo Construction, LLC, and ZIWA Corporation and authorize President Rodríguez to execute the purchase orders, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

o. Consideration and possible action on approval of air handling unit purchase

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called upon to present the item. She said the proposal is to purchase an air handling unit in accordance with the state cooperative purchasing program. Immediate Past Chair Herrera stated that the board has never denied any purchases requested, within reason, for the Oliveira student services building.

A motion was made by Secretary Aldrete to approve purchase of air handling units from Perry Mechanical Systems, LLC through BuyBoard contract number 631-20 in the amount of \$34,867 and authorize President Rodríguez to execute the purchase order contract, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

p. 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, audio-visual upgrades for auditorium conference rooms, and the fence replacement for the child care center unit #2, and the baseball field.

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

9. Student Services Committee

Chair Garza called on Trustee Alejandro to present the report.

a. Consideration and possible action on approval for athletic supplies and equipment annual purchases for FY 2023-2024

Ms. Vanessa Vasquez, Interim Associate Vice President of Student Services, and Dr. Armando Ponce, Executive Director of Athletics and Civility, were called upon to present the item. Dr. Ponce said the proposed athletic supplies and equipment would be purchased through the state cooperative purchasing program. The Board engaged in a brief discussion about expenses for the TSC soccer program.

A motion was made by Trustee Alejandro to approve annual purchases for athletic supplies and equipment from BSN Sports through BuyBoard contract 665-22 for FY 2023-2024. Vice Chair De Leon seconded the motion, which carried unanimously.

b. Consideration and possible action on approval for streaming video & digital advertising annual services for FY 2023-2024

Dr. Gisela Figueroa, Vice President of Finance and Administration, and Mr. Ricardo Vasquez, Executive Director of Marketing, were called upon to present the item. Dr. Figueroa said the proposed streaming video and digital advertising services would be purchased through the sole source method.

A motion was made by Trustee Alejandro to approve streaming video and digital advertising annual services from Dalia Casarez Bowling, dba Rio Sports Live LLC through sole source purchasing method for FY 2023-2024. Secretary Aldrete seconded the motion, which carried unanimously.

c. Consideration and possible action on approval of Ellucian OneCard software license fees

Mr. Luis Villarreal, Vice President of Information Technology, and Dr. Gisela Figueroa, Vice President of Finance and Administration, were called upon to present the item. Mr. Villarreal said the proposed software license purchase would be made using CARES Act funding.

A motion was made by Trustee Alejandro to approve upgrades for OneCard software module from Ellucian and TouchNet Information Systems, Inc. through sole source purchasing method in the amount of \$56,061 for the first year, for second year \$35,708, third year \$37,494, fourth year \$ 39,369 and fifth year \$41,337 for a total contract amount of \$209,969 and authorize President Rodríguez to execute the purchase orders, as presented. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

10. Policy Committee

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

a. TASB LEGAL policies Update 45

Mr. Frank Perez, legal counsel, was called upon to present the item. Mr. Perez said TASB update 45 is a lengthy legal update, which included LEGAL policies: AFA, BI, CDC, CF, CH, CI, CKD, D, DAA DBA, DEA, DEAB, DG, EFB, EFBA, EFBB, EGC, EI, FD, FEA, FEB, FFAA, FG, FI, FJ, FK, FLD, GCA, GCC, GE, and GL.

Mr. Perez provided highlights for policies BI LEGAL and EFBB Legal, both of which include deadlines the board will want to be aware of.

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

11. Executive Session

The Board convened in Executive Session at 7:31 p.m.

The Board reconvened in Open Session at 8:35 p.m.

12. 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 accept the salary schedule for FY 2022-2023, as discussed in executive session. Immediate Past Chair Herrera seconded the motion, which carried unanimously.

13. Announcement of Proposed Meeting Dates

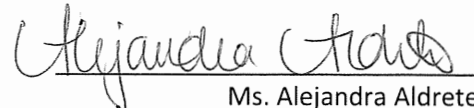
- a. Regular Board Meeting – Thursday, June, 15, 2023, 5:30 p.m.
- b. Board Retreat – Friday, June, 16, 2023
- c. Regular Board Meeting – Thursday, July 20, 2023, 5:30 p.m. (Attentively)

14. Adjournment

Vice Chair De Leon made a motion adjourn. Secretary Aldrete seconded the motion, which carried unanimously. The meeting was adjourned at 8:37 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 May 18, 2023 is available on the TSC.EDU website. These minutes were taken and transcribed by Dr. Angela K. McCauley, Director of Special Projects. Videotaping of the Board of Trustees' meetings began on April 11, 1996.