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**TEXAS SOUTHMOST COLLEGE DISTRICT**

Minutes of the Regular Meeting of the Board of Trustees

**February 25, 2021**

The Board of Trustees of the Texas Southmost College District convened in open session via videoconference and in person on February 25, 2021 at 5:30 p.m. Board Members present were Mr. Ruben Herrera, Chair; Dr. Tony Zavaleta, Vice Chair; Ms. Eva Alejandro, Secretary; Ms. Alejandra Aldrete; Mr. J.J. De Leon; Mrs. Adela Garza; 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 5:30 p.m.

**2. Pledges of Allegiance**

Secretary Zavaleta led the United States Pledge of Allegiance and the Texas Pledge of Allegiance.

**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 reported on the following items:

**Spring 2021 Enrollment**

The preliminary total student enrollment for spring 2021 is 8,822 students. This represents a 5.42% decrease (506 fewer students) from last spring.

- On-campus enrollment is 3,706 students, an 8.99% decrease (366 fewer students) from last spring
- Dual and Early College High School enrollment is 5,116 students, a 2.6% decrease (140 fewer students) from last spring

TSC continues to run countertrend to the rest of the nation. While TSC experienced a 5.42% decrease, this compares to an average enrollment decrease of 10.1% nationwide and 17.7% regionally among community colleges.

President Rodríguez said the Board of Trustees' actions have made a great impact in supporting student enrollment by keeping college affordable as many families experience economic hardship due to the COVID-19 pandemic. The trustees approved the Take 6 On Us initiative, which waived 6 hours of tuition and fees last summer and a 20% tuition discount for the Fall 2020 and Spring 2021 semesters. Taken together, those enrollment periods comprised a 35.24% increase during this counting year as compared to the previous counting year, which determines TSC's state appropriations every biennial. TSC is well positioned for the next round of state appropriations.

President Rodríguez thanked the campus community and community partners for their hard work and support during the health crisis. Their efforts have resulted in keeping TSC students in class and on track to graduate.

#### **EMS Program and Respiratory Care Science Program Update**

President Rodríguez called on Dr. Kile, Vice President of Instruction, to present the item. Dr. Kile introduced Dr. David Pearse, Dean of Health Professions, who provided a briefing for the board on the Emergency Medical Science program.

Dr. Pearse said much work has been accomplished in contacting and working with students in an effort to raise the national certification pass rates for paramedic program graduates. The EMS Program Director has personally contacted 13 of the 15 graduates who have not yet passed the exam. Review sessions have been scheduled via Zoom at times convenient for each graduate. The sessions were recorded and made available for review by all students. The goal is to have both the 2019 and 2020 graduates test by May 1.

President Rodríguez called on Dr. Kile to present an update on the Respiratory Care Science Program. Dr. Kile said TSC has been searching for 18 months for a permanent program director, after the previous director resigned. Unfortunately, many rounds of interviews have proved unsuccessful thus far.

Dr. Kile explained the Respiratory Care Science program accrediting agency has an accreditation category called administrative probation. One reason a program may be put on administration is if the program does not have a full-time program director for an extended period of time. If TSC's full-time position is not filled soon, the program may be put on administrative probation. Dr. Kile said she believes the college will be able to successfully fill the position before this occurs.

#### **Revalidation of program competencies for workforce programs**

President Rodríguez called on Dr. Kile, Vice President of Instruction, to present the item. She explained that a couple of years ago, the Texas Higher Education Coordinating Board (THECB) decided colleges would identify and transcript marketable skills. TSC successfully completed this work with the help of their partners. Every one of TSC's degree programs now has marketable skills transcribed for the program.

TSC faculty have been working diligently on an extension project over the past year and has completed a revalidation of program competencies for workforce programs. THECB guidelines for

instructional programs in workforce education states that all programs must identify all academic skills and workforce skills so graduates are well prepared to enter the workforce. As a best practice, the skills are re-evaluated every 3-5 years. Over the past year, industry partners, program graduates, and faculty validated work activities, knowledge areas and tools necessary to succeed in the careers. Program directors and coordinators then aligned Student Learning Outcomes (SLO) with the skills industry representatives indicated are necessary for employment.

Through a great effort over the past year, TSC validated that the SLOs match skills needed by industry. Dr. Kile thanked Dean of STEM/CTE Dr. Murad Abusalim for his leadership on the project, and Criminal Justice Program Coordinator Dr. Chris Alves, who became the resident software expert. She also thanked Renata Lara, Computer Science Program Coordinator, and Diana Ventura, Coordinator of Assessment, for their work.

Ms. Alejandro congratulated the staff, stating that she is familiar with this type of work and the great effort it took to complete. Chair Herrera thanked all who took part in the task.

#### **Industrial Insulation Graduation**

President Rodríguez and Trustee Aldrete celebrated the graduation of the second Industrial Insulation cohort on January 29th at the TSC ITEC Center. All nine Industrial Insulation program graduates were hired prior to graduation by TSC's industry partner, BrandSafway.

#### **Industrial Scaffolding Graduation**

President Rodríguez, Chair Herrera and Trustee Garza, celebrated the graduation of the 11th Industrial Scaffolding program cohort graduation ceremony at the ITEC Center. Like the Industrial Insulation students, all seven Industrial Scaffolding program graduates were hired prior to graduation by BrandSafway. All 105 graduates of this program have been hired by TSC's industry partner, BrandSafway.

#### **Staff Return to Regular Operations**

As of Monday, February 22nd, all TSC staff reported back to campus and the college has returned to regular operations. Faculty continue to work remotely.

#### **Payroll Payment to Full-Time Hourly Employees**

President Rodríguez informed the Trustees that all TSC employees will be compensated for the days the college was closed last week due to inclement weather.

#### **Vaccination Clinic Drive-Thru**

TSC hosted two successful vaccination clinics at the ITEC Center, in partnership with the City of Brownsville and the Brownsville Independent School District. The drive-thru vaccination clinics were held on February 5 and 13, and provided 3,000 people with their first dose of the Moderna vaccine.

In addition to providing the ITEC Center facility as the clinic site, TSC supported the endeavor with more than 100 TSC employee and student volunteers at the second clinic. Volunteers provided traffic control, participant intake, data entry, and administration of the inoculation. City of Brownsville representatives were pleased with the clinic's efficiency and volunteers' efforts. President Rodríguez thanked Chair Herrera and Trustee Aldrete for joining the TSC team at the vaccination clinics, and he thanked the entire Board of Trustees for their support. He also thanked the student and employee volunteers.

**Virtual Welcome Week**

TSC kicked off the Spring 2021 semester on January 18. During the first two weeks of classes, the Office of Student Life hosted 30 virtual Welcome Week events, reaching 15,000 students.

Events featured new programming aimed at improving student retention. Student Life collaborated with about a dozen campus departments to inform students of the wide variety of services and resources available to help them succeed. Initiatives include a Scorpion Success Orientation, Spirit Day, and live events to teach students Canvas Navigation and Zoom etiquette.

President Rodríguez thanked the Office of Student Life for their continued hard work and dedication to student retention and academic success.

**Video Presentation**

President Rodríguez concluded his report by sharing a video highlighting recent TSC events including Virtual Welcome Week, Insulation Graduation, Scaffolding Graduation, and Drive-Thru Vaccination Clinics.

He thanked the Scorpion family for their hard work and commitment in helping the spring semester get off to a safe and healthy start.

**5. Consideration and possible action on the minutes of the following meetings:****a. Regular Meeting – January 21, 2021**

**Mrs. Saenz made a motion to approve the minutes for the Regular Meeting on January 21, 2021. Ms. Alejandro seconded the motion, which passed unanimously.**

**6. Academic Committee**

Chair Herrera called on Mr. De Leon to make the report.

**a. Consideration and possible action to approve the Memorandum of Understanding (MOU) between Texas Southmost College and the Industrial Scaffolding Committee to continue offering Industrial Scaffolding Committee Certified Training**

Dr. Joanna Kile, Vice President of Instruction, was called on to present the item. She introduced Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce to provide a briefing.

Dr. Fleishman reported this is the third year the Memorandum between Texas Southmost College and the Industrial Scaffolding Committee has come to the board. The successful partnership has graduated 105 participants from the program. The MOU ensures students will continue to have access to the Industrial Scaffolding certified training. There are no changes to the document from the previous year.

A motion was made by Mr. De Leon to approve the Memorandum of Understanding (MOU) between Texas Southmost College and the Industrial Scaffolding Committee and authorize President Rodríguez to sign the Memorandum. The motion was seconded by Mrs. Alejandro and carried unanimously.

- b. **Consideration and possible action to approve a Clinical Affiliation Agreement with Mid Valley Nursing & Rehabilitation Facility in Mercedes, Texas for the Respiratory Care Science program**

Dr. Joanna Kile, Vice President of Instruction, was called on to present the item. She said the agreement would establish a new clinical site for the Respiratory Care program. It is a one-year agreement that automatically renews unless cancelled by either party.

A motion was made by Mr. De Leon to approve a Clinical Affiliation Agreement with Mid Valley Nursing and Rehabilitation Facility in Mercedes, Texas for the Respiratory Care Science Program and authorize the President to sign the agreement. The motion was seconded by Ms. Aldrete and carried unanimously.

- c. **Consideration and possible action Consideration and possible action to amend a Clinical Affiliation Agreement with Valley Regional Medical Center in Brownsville to include the Certified Nursing Assistant Program**

Dr. Joanna Kile, Vice President of Instruction, was called on to present the item. She said the proposed clinical affiliation agreement amendment would add one continuing education program, Certified Nursing Assistant, to the current agreement with Valley Regional Medical Center. Dr. Kile said it is especially important to increase the number of clinical sites students have access to during the COVID-19 pandemic because of fluctuating accessibility.

Mr. De Leon thanked Dr. Kile and her staff for pursuing additional opportunities for students.

A motion was made by Mr. De Leon to a Clinical Affiliation Agreement with Valley Regional Medical Center in Brownsville for the Associate Degree in Nursing, Diagnostic Medical Sonography, Emergency Medical Science, Licensed Vocational Nursing, Medical Laboratory Technology, Radiologic Technology, Respiratory Care Science, and Certified Nursing Assistant programs and authorize President Rodríguez to sign this agreement. The motion was seconded by Vice-Chair Zavaleta and carried unanimously.

## 7. Finance Committee

Chair Herrera called on Mrs. Alejandro to present the report.

- a. **Consideration and possible action to adopt a resolution authorizing signature cards to be filed with TSC's banking institutions**

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. She explained that because of the change in board leadership in November, TSC's banking institutions have requested an official resolution authorizing the change in signatures.

A motion was made by Ms. Alejandro to approve the resolution for signature card authorization, as presented. The motion was seconded by Mr. De Leon and carried unanimously.

**b. Monthly Financial Statement Report for the Month Ending of December 30, 2020**

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the agenda item. She introduced Mr. Carlos Pecero, Controller, to report out on the monthly financial statement report for the month ending December 30, 2020.

There were no questions from the board. The item was for information only. No action was taken.

**c. Update on grants awarded to Texas Southmost College for the month of January 2021**

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. She introduced Dr. Angelica Fuentes, Associate Vice President of Instruction-Academic Success, who reported on the grants awarded to Texas Southmost College in December.

Dr. Figueroa presented information on the Federal CARES act. The initial award was for \$3.6 million, divided in half for student financial awards and institutional funding. The second round of funding is for \$8.7 M; \$1.8 M is for student financial awards, and \$6.9 M is for institutional funding.

Mr. De Leon asked if there is a deadline to expend the funds. Dr. Figueroa said the deadline is May 6, 2021 to expend the institutional portion and the end of April to expend the student portion.

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

**d. Consideration and possible action on award RFP 21-02 for "Campus Heating, Ventilation, and Air Condition (HVAC) Maintenance and Repair Services"**

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the item. She introduced Mr. Ariel de la Fuente, Executive Director of Facilities & Physical Plant, to provide an overview of the Request for Proposals (RFP) process, including the timeline, scope of work, review committee, pricing tabulation, evaluation criteria, and budget and financial impact.

Mrs. Garza said that during the committee meeting, the trustees asked if, since the administration recommended both companies be awarded the RFP, the college could go back and renegotiate with the second company for a better price. Mr. De la Fuente said if the board approves the item, the college staff will go back and seek a lower price.

Chair Herrera asked about the difference in the companies' abilities to provide services requested. Mr. De la Fuente said both companies could carry out the required tasks.

Dr. Figueroa added that the vendor of record would be Gulf Mechanical Solutions and they would complete scheduled maintenance. In times of emergency, the college would first call Gulf Mechanical Solutions. However, if they could not respond to the issue during the time requested, the college would seek services from Pro Tech Mechanical.

A motion was made by Mrs. Garza to award RFP 21-02 for "Campus Heating, Ventilation, and Air Condition (HVAC) Maintenance and Repair Services" to Gulf Mechanical Solutions, LLC and Pro Tech Mechanical, Inc. for the period of March 1, 2021 to August 31, 2022 with the option to renew for three (3) additional one-year terms and authorize President Rodríguez to execute the Purchase Order contracts, as presented. The motion was seconded by Ms. Alejandro. The following board members voted in favor of the motion: Secretary Alejandro and Trustees Garza, Aldrete, Saenz and De Leon. Vice Chair Zavaleta opposed the motion.

**e. Consideration and possible action on approval of matching grant support for the Greater Texas Foundation Emergency Aid and Technical Assistance for Community Colleges grant**

Dr. Joanna Kile, Vice President of Instruction, was called on to present the item. She introduced Dr. Angelica Fuentes, Associate Vice President of Instruction-Academic Success, to discuss the grant proposal.

Dr. Fuentes said the proposal was for \$122,500 to be used for two purposes: provide emergency aid for students and support building a sustainable system to provide aid for students into the future. The grant requires a matching component from applicants. Year two of the grant, which would be FY 2023, would require \$5,000 in matching funds and Year 3, which would be FY 2024, would require \$10,000 in matching funds.

A motion was made by Mrs. Garza to approve the allocation of matching grant support in the amount of \$5,000 in Year 2 (2022-23) and \$10,000 in Year 3 (2023-24), contingent on the Notice of Grant Award from the Greater Texas Foundation. The motion was seconded by Mrs. Saenz and carried unanimously.

**8. Facilities Committee**

Chair Herrera called upon Mrs. Saenz to present the report.

**a. Facilities Projects Updates**

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the agenda item. Dr. Figueroa introduced Mr. Ariel de la Fuente, Executive Director of Facilities & Physical Plant, who provided the board with an update on campus parking lot improvements. He reviewed the project timeline, required services, scope of work, and next steps.

There were no questions from the board. The item was for information only. No action was taken.

**b. ITECC Dillard's Roof Renovation Engineering Recommendation**

Dr. Gisela Figueroa, Vice President of Finance and Administration, was called on to present the agenda item. She introduced Mr. Ariel de la Fuente, Executive Director of Facilities & Physical Plant, who provided a briefing on the ITECC roof conditions, project timeline, architect/engineer findings, scope of work, and next steps.

Mr. De Leon asked what the square footage for the project is. Mr. De la Fuente said it is 50,000 sq.

ft. per floor (two floors).

Dr. Figueroa said the next step is for the architect to proceed with design and construction documents to inform the development of an RFP. The college is not requesting funding at this time. Once estimated costs are available, the item will be brought back before the board for approval.

Chair Herrera made a motion to approve issuance of the RFP for General Contractors to be released by March-April 2021 contingent on funding. After consulting with Mr. Frank Perez, TSC legal counsel, he later rescinded the motion. Mr. De Leon seconded the motion to rescind the previous motion, which the board unanimously approved.

Chair Herrera made a motion to table the item. Mr. De Leon seconded the motion, which passed unanimously.

Mrs. Saenz asked when the item would be revisited. Dr. Figueroa said the RFP had to be posted for at least three weeks before submission could be evaluated. She said it would most likely be May before the item would come before the Finance Committee and the board again.

Chair Herrera asked if the board needed to approve the issuance of the RFP. Dr. Figueroa said the board did not need to, since there was not a request for funding associated at that point. When the RFP is issued, it will be contingent upon funding.

## 9. Policy Committee

Chair Herrera called upon Ms. Alejandro to present the report.

### a. Consideration and possible action on adoption of LOCAL policies BE, CAK, CF, DHC, EFB and GK

Mr. Ruben Peña, TSC legal counsel, was called upon to present the item. He said the changes to the policies were indicated in red. Most changes, which had been reviewed in committee were minor. He said both he and Frank Perez had consulted on the items, which are required to keep policies updated.

**A motion was made by Mrs. Alejandro to adopt local policy BE, Policy and Development. The motion was seconded by Ms. Saenz and passed unanimously.**

**A motion was made by Mrs. Alejandro to adopt local policy CAK, Appropriations and Revenue Sources Investments. The motion was seconded by Mrs. Saenz and passed unanimously.**

Mrs. Alejandro said policy CF, Purchasing and Acquisition was brought before the board last year. It deals with the limit the president can authorize without board approval, which is limited to \$25,000. She asked if the limit could be raised. Vice-Chair Zavaleta said a motion must be made and seconded before there is discussion. Chair Herrera said a motion could be later withdrawn after discussion.

**A motion was made by Ms. Alejandro to adopt local policy CF, Purchasing and Acquisition. The motion was seconded by Ms. Aldrete.**



Vice Chair Zavaleta asked if there was a recommendation that the amount should be raised to. Ms. Alejandro said she wanted to raise the limit to \$50,000. Ms. Alejandro said she had brought a proposal before the board last year to raise the limit to \$100,000, but the proposal was tabled. She said they surveyed other community colleges, and most have a limit of at least \$50,000.

Mr. De Leon asked if the committee discussed raising the limit. Chair Herrera said the proposal brought to the committee was a \$25,000 limit, and a raise was not discussed at that time. Ms. Aldrete confirmed there was no discussion about raising the limit in the committee.

Mr. De Leon suggested the item be tabled to give the committee time to discuss it.

Ms. Aldrete said the only extensive discussion during the committee meeting was on policy BBE. She said the current policy was briefly reviewed, but there was no discussion to raise the limit. Chair Herrera said he was present at the previous discussion of raising the limit to \$100,000. He believed doing so would remove the college's fiduciary oversight. He said he is not in favor of raising the limit for that reason. Mrs. Saenz, said she is in favor of raising the limit, however, this policy was not discussed in committee.

**Mrs. Alejandro made a motion to rescind her original motion. Ms. Aldrete seconded the motion, which passed unanimously.**

**A motion was made by Mrs. Alejandro to adopt local policy DHC, Employee Standards of Conduct - Child Abuse and Neglect Reporting. The motion was seconded by Mr. De Leon and passed unanimously.**

**A motion was made by Mrs. Alejandro to adopt local Policy EFB, Curriculum Design - Degrees and Certificates. The motion was seconded by Mr. De Leon and passed unanimously.**

Mrs. Garza asked if the policies being voted on were discussed in committee. Chair Herrera and Ms. Aldrete confirmed they were. Mrs. Saenz said some policies did not have many changes and did not require extensive discussion. Ms. Aldrete confirmed some policies only had minor changes.

**A motion was made by Mrs. Alejandro to adopt local policy GK, Relations with Educational Accreditation Agencies. The motion was seconded by Mr. De Leon and passed unanimously.**

**10. Consideration and possible action on the naming or renaming of buildings, facilities and spaces; including the Robert E. Lee Youth Center**

Chair Herrera called on Ms. Alejandro to give the report.

Mr. Pena, TSC Legal Counsel, was called upon to read the resolution.

STATE OF TEXAS §  
COUNTY OF CAMERON §

**TEXAS SOUTHMOST COLLEGE DISTRICT  
RESOLUTION OF THE BOARD OF TRUSTEES OF  
TEXAS SOUTHMOST COLLEGE REGARDING THE RENAMING OF THE ROBERT E. LEE YOUTH CENTER TO  
THE TEXAS SOUTHMOST COLLEGE YOUTH CENTER**

**WHEREAS** the TEXAS SOUTHMOST COLLEGE Board of Trustees has adopted a Policy regarding the naming and renaming of its facilities and entities to best promote the identity, purpose, and mission of the institution and its community; and,

**WHEREAS** The Fort Brown Memorial Complex was built in 1954; was owned by the City of Brownsville until ownership was transferred to the Texas Southmost College and The University of Texas at Brownsville partnership in 1997; was later transferred to and became the sole property of TSC; and throughout the changes in ownership the original names of the facilities were retained; and

**WHEREAS** one of the facilities located within The Fort Brown Memorial Complex is named the Robert E. Lee Youth Center; and

**WHEREAS** the Texas Southmost College Board of Trustees recognizes that TSC does not have any known established relationship with Robert E. Lee; therefore, the current designation is not consistent with the Policy of Texas Southmost College; and

**WHEREAS** there are no anticipated conflicts with changing the current designation, and no prior naming commitments exist by or on behalf of Texas Southmost College; and,

**WHEREAS** the Board of Trustees of Texas Southmost College finds that renaming the Robert E. Lee Youth Center to the Texas Southmost College Youth Center is desirable and consistent with TSC's Policy, mission, purpose, and identity.

**IT IS THEREFORE:**

**RESOLVED THAT** the Board of Trustees of Texas Southmost College hereby renames the Robert E. Lee Youth Center, located within The Fort Brown Memorial Complex at 600 International Blvd., Brownsville, TX 78520 to:

Texas Southmost College Youth Center

I hereby certify that the foregoing resolution was presented to the Board of Trustees of Texas Southmost College during a regular called meeting February 25, 2021, a quorum of the Board of Trustees being then present, it was then duly moved and seconded that the resolution be adopted, and such resolution was then adopted according to the following vote:

Ayes:                Nays:  
Abstentions:

To certify which, witness my hand and the official seal of the District this 25th day of February, 2021.

\_\_\_\_\_  
Chair Board of Trustees

\_\_\_\_\_  
Secretary Board of Trustees

Mr. Pena then certified the issuance of the resolution. Mr. Perez pointed out the meeting is a regular meeting, not a special meeting. Mr. Pena said he would amend the certification.

Mrs. Garza thanked the administration for a well-presented resolution. She said it reflects TSC well. Ms. Aldrete said Dr. Rodriguez did an excellent job of bringing together all of the appropriate parties, and she agreed the resolution was well-done.

**A motion was made by Mrs. Garza to adopt the resolution as presented, renaming the Robert E. Lee Youth Center, located within The Fort Brown Memorial Complex at 600 International Blvd., Brownsville, TX 78520 to Texas Southmost College Youth Center. The motion was seconded by Mrs. Saenz and carried unanimously.**

#### **11. Executive Session**

The Board convened in Executive Session at 7:15 p.m.

The Board reconvened in Open Session at 7:53 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 in open session.

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

- Update on Real Estate matters

No action was taken in open session.

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

- Consideration and possible action on the FY 2020-2021 Salary Schedule

**Mr. De Leon made a motion to accept the job description and job title in the salary schedule as recommended by administration. The motion was seconded by Ms. Aldrete and passed unanimously.**

**13. Announcement of Proposed Meeting Dates**

- a. Regular Board Meeting – Thursday, March 25, 2021 at 5:30 p.m.
- b. Regular Board Meeting – Thursday, April 22, 2021 at 5:30 p.m.

**14. Adjournment**

A motion to adjourn the meeting was made by Mrs. Garza. The motion was seconded by Ms. Aldrete and passed unanimously. The meeting was adjourned at 7:55 p.m.



Mr. Ruben Herrera  
Chair, Board of Trustees



Ms. Eva Alejandra  
Secretary, Board of Trustees

The video recording of the Regular Board of Trustees meeting held on February 25, 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.