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**TEXAS SOUTHMOST COLLEGE DISTRICT**

Minutes of the Regular Meeting of the Board of Trustees

**January 23, 2020**

The Board of Trustees of the Texas Southmost College District convened in open session on January 23, 2020 at 5:31 p.m. in the Gorgas Board Room at Texas Southmost College. Board Members present were Ms. Adela Garza, Chair; Mr. Ruben Herrera, Vice Chair; Dr. Tony Zavaleta, Secretary; Ms. Eva Alejandro; Mr. J.J. De Leon; Mrs. Delia Saenz; and Mr. Arturo Rendon. Also present was Dr. Jesús Roberto Rodríguez, President of Texas Southmost College.

**1. Call to Order**

The meeting was called to order by Ms. Garza, at 5:31 p.m.

**2. Pledges of Allegiance**

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

**3. Public Comment**

There were no speakers.

\*Note: Vice Chair Herrera and Mr. De Leon made a special request to hold a moment of silence for fallen soldier, Specialist Miguel A. Villalon. A moment of silence was held to honor his memory and sacrifice.

**4. Consideration and possible action on the Minutes of the following meetings**

**a. Consideration and possible action on the Minutes of the Regular Meeting of the Board of Trustees held on December 5, 2019**

A motion was made by Mr. Art Rendon to approve the Minutes of the Regular Meeting of December 5, 2019, as presented. The motion was seconded by Vice Chair Herrera and carried unanimously.

Secretary Zavaleta further questioned if Dr. Figueroa had identified how much profit was made from the investments. Dr. Figueroa explained that this report only outlines investments but the Fourth Quarter Investment Report which was presented earlier in the year included that information. Dr. Figueroa cited the fourth quarter report and stated the profit received in interest from the first quarter was \$171,108, the second quarter was \$261,604, the third quarter was \$271,739, and the fourth quarter was \$288,840. Secretary Zavaleta commented that these figures seemed low for an investment of \$78 million. Dr. Figueroa explained that although the first quarter only yielded \$171,000, the college received \$288,000 in the fourth quarter because it employed the services of the investment firm, began investing in CDs, and changed banks. The result of adopting those changes was a gain of over \$110,000 more within three months. Secretary Zavaleta thanked Dr. Figueroa and she thanked the Board for their support in employing the investment company services.

Mr. Rendon commented that it was good news that the college was moving forward with these endeavors and inquired whether TSC is continuing to work with Estrada & Hinojosa. Dr. Figueroa responded that Estrada & Hinojosa provide bond counsel to the college which is a different kind of advice.

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

**g. Consideration and possible action on award RFP 20-06 for "Welding Simulator"**

Vice Chair Herrera called on Dr. Gisela Figueroa, Vice President of Finance and Administration, and Dr. Joseph Fleishman, Associate Vice President of Instruction-Workforce Development, to present the item.

Dr. Figueroa began the presentation by providing details regarding the process and logistics of the RFP for the Welding Simulator which began October 26, 2019. She explained that this equipment would be used in the welding program. She introduced Dr. Fleishman to provide further detail on the equipment and to answer any questions the Board had.

Dr. Fleishman explained that this equipment can simulate MIG, TIG, and STIG welding and is highly portable. These features are extremely valuable because it will be utilized during every outreach and recruitment event the college has. This equipment will allow the college to teach students who have never held a welding rod in their life and bring them up to speed quickly. Dr. Fleishman continued his presentation by describing some of the virtual simulation features the equipment offers and invited the Trustees to come and experience it when it is put into place. He added that the college will also inevitably save money by purchasing this machine because the virtual welding rods will take the place of actual welding rods until the instructors can measure the student's success and know they are ready to use one.

Mr. Rendon asked Dr. Fleishman if this is the type of state-of-the-art training equipment that would be found at places like AmFELS. Dr. Fleishman responded affirmatively and elaborated that the advantage of this piece of equipment is that it will support everything that needs to be done for shipfitting and pipefitting.

Secretary Zavaleta inquired whether Dr. Fleishman foresaw a need for a second machine. Dr. Fleishman responded that they do not anticipate that need at the moment; however, if the welding program grows the way administration thinks it will, then there may be a need. He stated it is possible to one day need more machines, but when that need arises, he will bring it to the Board for consideration.

**A motion was made by Vice Chair Herrera to approve RFP 20-06 for “Welding Simulator” to Matheson for the purchase of a VRTEX360 - single user by Lincoln Electric in the amount of \$41,610 and authorize President Rodriguez to execute the purchase order contract as presented. The motion was seconded by Mr. De Leon and carried unanimously.**

**h. Consideration and possible action to engage Ellucian, Inc. for a new Work Order to provide secure and update Content Management System, Web Site Design and Data Migration for the TSC Website**

Mr. Luis Villarreal, Vice President of Information Technology, presented the item. He stated that Ellucian, Inc. is currently engaged in supporting TSC’s IT operations and administration is requesting to further engage the company to build the college a new website using a new content management system and migrate all data from the current website to the new one. Mr. Villarreal stated that Ellucian had submitted a proposal which represents about half the cost of what would be charged by a third-party provider.

**A motion was made by Vice Chair Herrera to approve the proposal from Ellucian, Incorporated to provide secure and updated Content Management System, Web Site Design and Data Migration for the TSC Website in the amount of \$71,299 and authorize President Rodriguez to execute the contract. The motion was seconded by Mr. Rendon and carried unanimously.**

**i. Monthly Financial Statement Report for the Month Ending November 30, 2019**

Vice Chair Herrera called on Dr. Gisela Figueroa, Vice President of Finance and Administration, to present the item. She provided an overview of the financial statement for the month ending November 30, 2019.

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