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TEXAS SOUTHMOST COLLEGE DISTRICT

Minutes of the Regular Meeting of the Board of Trustees

December 05, 2019

The Board of Trustees of the Texas Southmost College District convened in open session on December 5, 2019 at 5:32 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 5:32 p.m.

2. Pledges of Allegiance

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

3. Public Comment

Paola Lugo, President of the TSC Student Government Association spoke, on behalf of the student government. Ms. Lugo expressed her gratitude, on behalf of the association and the entire student body, for the opportunity to provide input on the cafeteria and renovation of the Oliveira Student Center. She elaborated on services and spaces that will add great value to students' college experiences. Ms. Lugo added that TSC is their home away from home as they juggle the role as students, family members and bread winners. They were able to share their vision for creating a place to gather, study, develop leadership skills and grab a healthy meal. Again, she offered their gratitude to the Board, President Rodriguez, and the campus leaders for welcoming students to be part of the design process of the student center.

A motion was made by Mr. Herrera to award RFP 20-05 for “Classroom and Computer Lab Audio Visual Upgrades” to Howard Technology Solutions at an amount not to exceed \$1,614,075 and authorize president Rodriguez to execute the Purchase Order contract, as presented. The motion was seconded by Ms. Alejandro and carried with five votes in favor and two opposed.

9. Facilities Committee

Chair Garza called on Mr. Herrera to present his report. Mr. Herrera stated the Facilities Committee met on Monday, November 18, 2019. Present were Mrs. Saenz, President Rodriguez, Mr. Herrera and members of TSC Administration. Dr. Figueroa presented an update of the Oliveira Student Services renovation project. The items were for information only. However, given the timeline present for the Oliveira Student Service Center renovation project request for proposal, it was recommended that Facilities Committee meet on December 2, 2019 to consider possible action on awarding RFP for the project. A second meeting for the Facilities Committee was held on Monday, December 2nd and present were Mrs. Saenz, Ms. Garza, President Rodriguez, Mr. Herrera and members of the TSC Administration to discuss the following items.

a. Consideration and possible action on a RFP 20-07 for the Oliveira Student Services Center 2nd Floor Renovation Project

Mr. Herrera called on Dr. Gisela Figueroa, Vice President of Finance and Administration and Dr. Larry Rideaux, Vice President of Student Services to make the presentation. Dr. Figueroa began by giving background information on the project, how administration, student government and architect students came together to develop the project plan and renderings of the space. Dr. Figueroa presented the information to the board, which included the detailed timeline, the scope of work, and the method of procurement. It was explained that three (3) proposals were received as well as the “other” category that explained the price disparity in the proposals. The three companies were asked to define what they included in the “other” category and the responses were taken into consideration by the evaluation committee to do ranking.

Dr. Zavaleta asked Dr. Abusalim his opinion on the project. Dr. Abusalim mentioned the layout was based on the feedback received from the student government and architect students. The amenities and services included in the rendering were all derived from these two groups. Mr. Rendon asked if the cafeteria will have a fire suppression system and Dr. Figueroa responded no since the plans are not for an open flame. Mr. Rendon agreed that the concept was good.

A motion was made by Mr. Herrera to award RFP 20-07 for “Oliveira Student Services Center Second Floor Renovation” to Ziwa Corporation in the amount of \$476,600 plus \$30,000 as owner’s contingency for unforeseen events and authorize the President to execute the Purchase Order contract, as presented. The motion was seconded by Mr. J.J. De Leon.

The motion was carried with six votes in favor and one opposed.

10. Academic Committee

Chair Garza called on Dr. Zavaleta to present the items. Dr. Zavaleta stated the Academic Committee met on Tuesday November 19th. Present were Chair Garza, President Rodriguez, Dr. Zavaleta and members of the administration.

*Note: Mr. Art Rendon stepped out at this time.

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

A motion was made by Dr. Zavaleta to approve the allocation of matching grant support in the amount of \$15,000 to purchase equipment for the Industrial Mechanics and Maintenance Technology program, contingent on the Notice of Grant Award to Texas Southmost College for \$285,000 and to authorize President Rodriguez to execute related documents. The motion was seconded by Mr. Herrera and carried unanimously with six votes.

b. Consideration and possible action on a Memorandum of Understanding with The City of Brownsville/Brownsville Metro to provide Commercial Driver's License (CDL) training under the direction of the TSC Office of Workforce Training and Continuing Education

A motion was made by Mr. Herrera to authorize President Rodriguez to execute the MOU between the City of Brownsville – Brownsville Metro and Texas Southmost College to deliver CDL training. The motion was seconded by Ms. Alejandro.

Mr. De Leon asked where the training facility would be located. Dr. Kile explained that TSC will be using Brownsville Metro buses and facilities. Mr. De Leon asked how the students would get to the Brownsville Metro which Dr. Kile replied she did not know yet but there are three vehicles available.

*Note: Mr. Art Rendon returned at this time.

The motion carried unanimously with seven votes.

c. Consideration and possible action on a Memorandum of Understanding with BrandSafway for the development and delivery of a non-credit, industry-driven Insulation training program under the direction of the TSC Office of Workforce Training and Continuing Education.