

TEXAS SOUTHMOST COLLEGE
Southmost Union Junior College District

Minutes of the **Regular** Meeting of the Board of Trustees
January 22, 2004

The Board of Trustees of the Southmost Union Junior College District convened in open session January 22, 2004 at 5:30 p.m. in the Board Room of Gorgas Hall at Texas Southmost College. Board members present were Chairman Chester Gonzalez, Vice Chair Rosemary Breedlove, Secretary Eduardo A. Campirano, Mary Rose Cardenas, Dolly Zimmerman and Dr. Roberto Robles. Absent was David Oliveira. Also present was Dr. Juliet V. Garcia President of The University of Texas at Brownsville and Texas Southmost College.

Regular Meeting

Call to Order

The meeting was called to order by Chairman Chester Gonzalez at 5:32 p.m.

1 Approval of minutes of previous meeting

Regular Meeting December 18, 2003

A motion was made by Mr. Campirano to approve the minutes of the Regular Meeting of December 18, 2003; seconded by Mrs. Breedlove and Mrs. Cardenas; motion carried.

2 Speakers to Agenda Items and Public Discussion

There were no speakers.

3 Board Briefing

Enrollment Update: Response to Student Requests

Dr. Martín stated that the Enrollment Update would be tabled due to time constraints; however, he announced that there was an increase in enrollment.

Fort Brown: A Pictorial History

Dr. García introduced Mr. Carl Chilton, a Brownsville Historian, who has written many articles about the Fort Brown and UTB/TSC campus.

Mr. Chilton gave a brief history of land surrounding the UTB/TSC campus. He announced that prior to the 1930's, due to changes in the river flow, some of the land that is currently owned by the college was part of Mexico. He stated that he is researching stories, such as changes in the river flow, to include in his latest book which he expects to publish by December 2004.

Dr. García and the Board thanked Mr. Chilton for sharing his knowledge about the history of the Fort Brown with the community.

4 Tax Bonds

Consideration and possible action on Ordering Authorizing the Issuance of Southmost Union Junior College District Limited Tax Refunding Bonds, Series 2004: Entering Into a Paying Agent/Registrar Agreement; and Other Matters Related Thereto

Dr. John Ronnau, Vice President for Administration and Partnership Affairs, reminded the Board that at the December Board Meeting staff was authorized to work with First Southwest Company, the District's Financial Advisor, to refinance the Tax Bonds Series 2004. Dr. Ronnau introduced Ms. Ann Burger Entrekin, from First Southwest Company, and Mr. Carey R. Troell, from Winstead Sechrest & Minick, the District's Bond Counsel, to provide an update on the Refunding Scenario for Tax Bonds Series 2004. Ms. Entrekin reported that the proposed refunding scenario allows for savings of approximately \$50,000.

Ms. Entrekin stated that it was a pleasure to work for the Board of Trustees and UTB/TSC. She also thanked the TSC District office staff, and especially Ms. Veronica Mendez, Assistant Vice President for Administration and Partnership Affairs for their help and cooperation to provide information for the refinancing in a timely manner.

A motion was made by Dr. Robles to adopt an Order Authorizing the Issuance of Southmost Union Junior College District Limited Tax Refunding Bonds, Series 2004: Entering Into a Paying Agent/Registrar Agreement; and Other Matters Related Thereto as presented; seconded by Ms. Cardenas; motion carried. EXHIBIT "A"

5 Resolution

Consideration and possible action on Authorizing the County of Cameron to Sell Tax Foreclosed Trustee Properties

Dr. Ronnau reported that the District received notice from Cameron County Appraisal District asking the Board of Trustees to adopt a resolution authorizing the County to sell two tax foreclosed properties at a price below their current market rate and/or their judgment value. Cameron County Appraisal District received bids for the two properties that are below market and judgment value; therefore all taxing entities must approve a similar resolution to approve the sale. Staff recommended approval of the resolution.

A motion was made by Ms. Breedlove Authorizing the County of Cameron to Sell Tax Foreclosed Trustee Properties as presented; seconded by Ms. Zimmerman; motion carried. Exhibit "B"

6 District Elections

Consideration and possible action on Resolution Appointing Agent for District Elections: May 15, 2004

Dr. Ronnau reported that the District will conduct an election on May 15, 2004 to elect trustees for positions 3, 4 and 5. According to Section 31.123 of the Texas Election Code, an agent must be appointed by the Board to perform the duties of the Secretary of the Board since the Secretary does not hold an office at the college. Dr. Ronnau reported that the District recommends appointing Ms. Veronica Mendez as the District's agent.

A motion was made by Ms. Cardenas to approve the appointment of Veronica Mendez, Assistant Vice President for Administration and Partnership Affairs, to serve as the District's Agent to perform the duties in accordance with Section 31.123 of the Texas Election Code as presented; seconded by Ms. Breedlove; motion carried. Exhibit "C"

7 **Construction Projects**

Consideration and possible action on Change Order for the Workforce Training and Continuing Education Space

Dr. Ronnau explained that a Change Order is needed for the Contract with BFW Construction Co. for the renovation of the Workforce Training and Continuing Education space at ITECC in the amount of \$51,275. Dr. Ronnau stated that as construction got underway it became apparent that the condition of this space requires more repairs than was anticipated during the design phase of the project, and thus the need to increase the contract amount. He also stated that the funds required to cover the proposed changes are available under contingencies for the ITECC projects.

A motion was made by Dr. Robles to approve Change Order to the Contract with BFW Construction Co. for the renovation of the Workforce Training and Continuing Education space at ITECC in the amount \$51,275 as presented; seconded by Ms. Breedlove; motion carried. Exhibit "D"

Change Order for Brownsville Economic Development Council Space

Dr. Ronnau explained that a Change Order is needed for the Contract with JDS Construction for the renovation of the BEDC space at ITECC in the amount of \$12,100. Dr. Ronnau stated that the proposed change order is necessary to replace approximately 531 square feet of rusted metal deck and removal of roof top units and exhaust fans that are no longer needed. He also stated that the funds required to cover this change order are available under contingencies for the ITECC projects.

A motion was made by Ms. Breedlove to approve Change Order to the Contract with JDS Construction for the renovation of the BEDC space at ITECC in the amount \$12,100 as presented; seconded by Ms. Zimmerman; motion carried. Exhibit "E"

8 **Institutional Effectives Partnership Committee**

Report

Ms. Breedlove reported that the Board charged the Institutional Effectiveness Partnership Committee (IEPC) with preparing an annual report on the effectiveness of the Partnership. The IEPC consists of students, staff, faculty, and community representatives along with two trustees, Mrs. Zimmerman and herself who also serve

as co-chair of the Committee. The Committee meets monthly to receive and review information that pertains to the impact and effectiveness of the institution.

Ms. Breedlove stated that the Committee is pleased to present a Final Draft of the Winter 2003 report, "Meeting the Challenge for Higher Education in the Rio Grande Valley: Report to the Community."

The report which has been approved by the IEPC, presents the measures of effectiveness that were approved by the Trustees, along with other information that tells the UTB/TSC story. It will be distributed to the community, including the UT System Board of Regents during their upcoming visit.

Ms. Breedlove thanked all the IEPC community members including: Mr. Al Villarreal, Mr. Ed Cyganiewicz, Ms. Ventura Orive, Ms. Connye Busa, Ms. Edna Tamayo and Mr. Jim Greene, who have served since the year 2000.

Dr. Ronnau thanked Ronnie Zamora, Director of Publications, and the Publication Staff for their help in preparing the draft of the report.

9 First Quarter Financial and Investment Reports

The First Quarter Financial and Investment Reports for SUJCD were presented by Ms. Melba Sanchez, TSC District Comptroller. The report was for informational purposes only and required no action. **Exhibit "F"**

10 Construction Report

Dr. Ronnau presented the construction report which included the following:

- ?? The installation of the campus directional signage is complete, just in time for the Regent's visit.
- ?? Work done by the Physical Plant Department at the SETB 3rd Floor for the new Center for Gravitational Wave Astronomy offices.
- ?? Work is underway at the ITEC in the former Wyatts Cafeteria to prepare the space for the Brownsville Economic Development Council offices.
- ?? Renovation for The Workforce Training and Continuing Education programs at ITECC is close to completion.
- ?? The Praxedis Orive Technical Training Center is in progress and on schedule.
- ?? The foundation pad for the Education and Business building has been completed.

Dr. Ronnau offered to provide the Board with a tour of all of these projects.

11 President's Report

Dr. García reported the following:

- ?? The University of Texas System Board of Regents will hold their quarterly meeting on our campus on February 3rd and 4th. On February 3rd, the Partnership Advisory Committee (PAC) will meet at 1:30 p.m. Chairman Gonzalez, Vice Chairman Breedlove, and Ms. Cardenas represent the TSC on that committee. Dr. García encouraged full Board participation at the PAC meeting.

- ?? The South Texas Engineering Math and Science program (STEM), headed by Javier García, hosted more than 600 middle school students on campus to watch the Mars mission broadcast on January 17th. Dr. García read a letter from Ms. Patricia Sandoval, a 5th grade teacher who attended this program. In the letter Ms. Sandoval thanked Mr. García for providing an opportunity of a lifetime to her students.

- ?? The Task Force groups of the UTB/TSC Futures Commission met in the month of January. Their important work continues on schedule.

12 Proposed Meeting Dates

Board of Trustees Meetings:

February 26, 2004
March 25, 2004
April 09, 2004
May 20, 2004
June 24, 2004

Partnership Committee Meetings:

AAPC – February 5, 2004
BAPC – January, 15, 2004
IEPC – January 20, 2004

Partnership Advisory Committee

February 3, 2004

10 Announcements

??Dr. Jose Martín introduced Dr. Carl Stockton as the new Dean of the School of Education. Dr. Stockton thanked the Board for the opportunity of working at UTB/TSC.

??Dr. Martín announced that Dr. Charles Dameron, has accepted the position of Interim Dean of the School of Liberal Arts. Dr. Dameron stated that he was excited to take on the leadership role and duties of Interim Dean.

??Dr. Martín announced that Mr. Doug Ferrier was named Dean of Instructional Support to oversee the Library, Distance Education, Information Resources and Media Services. Mr. Ferrier thanked the Board and stated that he looks forward to making the most of this opportunity.

??Chairman Gonzalez reminded the Board that a Master Plan workshop will be held January 29, 2004 at 4 p.m. in the Gorgas Conference Room.

Adjournment

The meeting was adjourned by Chairman Gonzalez at 6:30 p.m.

Chester Gonzalez
Chair, Board of Trustees
Southmost Union Junior College District

Eduardo A. Campirano
Secretary, Board of Trustees
Southmost Union Junior College District

NOTE: The tape of the Regular Board of Trustees meeting held on January 22, 2004 file at the District Office of the Southmost Union Junior College District. The master tape is on file at the UTB/TSC Media center. These minutes were taken and transcribed by Alma Balderas-Solis. Video taping of the Board of Trustees' meetings began on April 11, 1996. They are aired on Channel KISD in cooperation with the Brownsville Independent School District.