

TEXAS SOUTHMOST COLLEGE
Southmost Union Junior College District

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

The Board of Trustees of the Southmost Union Junior College District convened in open session on April 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, Ms. Mary Rose Cardenas and Ms. Dolly Zimmerman. Absent were Mr. David Oliveira and Dr. Roberto Robles. Also present was Dr. Juliet V. García, 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 5:35 p.m.

1 Resolution

**Consideration and possible action on
Resolution in honor of the Honorable Filemon B. Vela**

Chairman Gonzalez read the resolution honoring the life and contributions of the late Honorable Filemon B. Vela to the community and UTB/TSC. The Board of Trustees expressed their sincere condolences to his family. A copy of the resolution is attached to these minutes.

A motion was made by Ms. Cardenas to approve the Resolution in Honor of the Honorable Filemon B. Vela, as presented; seconded by Ms. Breedlove; motion carried unanimously. Exhibit "A"

2 Announcements

Civic Engagement

Dr. Jose Martín, Provost and Vice President for Academic Affairs, reported that the Center for Civic Engagement organized a team effort between UTB/TSC and the Boys and Girls Club during Spring Break to revitalize their facilities.

Dr. Martín introduced Ms. Lou Gracia, Executive Director for the Boys and Girls Club. Ms. Garcia thanked Dr. Joseph Zavaletta, Director of the Center for Civic Engagement, for organizing the Civic Engagement volunteers to help improve the appearance of the Boys and Girls Club and the Buena Vida neighborhood.

Ms. Lupita Alcala, Boys and Girls Club member, read the inscription of a plaque recognizing Dr. Zavaletta, UTB/TSC and The Center for Civic Engagement for their participation in enriching the life of the surrounding areas of the Buena Vida Neighborhood. Dr. Zavaletta thanked the Boys and Girls Club and recognized the staff of the Center for volunteering their time to the community.

Ms. Breedlove noted that the children from the Boys and Girls Club have also been involved in creating children's books in English and Spanish regarding healthy life styles.

National Aeronautics and Space Administration (NASA)

Dr. Martín announced that for the second year in a row, the School of Education participated in the National NASA/Norfolk State University Pre-service Teacher Conference.

Over 850 students from 70 universities and colleges across 37 states attended. Nineteen judges, most of whom were NASA employees, judged the poster contest. The UTB/TSC students, who presented a lesson on Chromatography, won first place which included a \$1,000 prize. Dr. Martín congratulated the NASA students and Dr. Javier Ayala.

Dr. Ayala thanked the Board of Trustees for their support and introduced the following students who attended the National NASA Conference: Idalia Salas, Maria Ayala, Lupita Wilkinson, Consuelo Juarez, Regina Linck, Elizabeth Vargas, Vanessa Serrano, Oscar Sierra Veronica Faudoa and Hector Vela.

3 Executive Session

as provided by Government
Code, Chapter 551.072

Real Estate

Land Use for Wellness,
Recreation and Fitness Center

**Resolution and Contract for
Purchase of Condominium
Villa Unit 3010, Building 3,
Type A, Brownsville, Texas**

The Board convened in Executive Session at 5:50 p.m.

The Board convened in Open Session at 6:00 p.m.

**4 Consideration and possible action on
matters discussed in Executive Session**

Real Estate

Land Use for Wellness, Recreation and Fitness Center

No action was taken.

**Resolution and Contract for Purchase of Condominium
Villa Unit 3010, Building 3, Type A, Brownsville, Texas**

A motion was made by Ms. Breedlove to approve a Resolution and Contract for Purchase of Condominium Villa Unit 3010, Building 3, Type A, Brownsville, Texas, as presented; seconded by Ms. Cardenas; motion carried. Exhibit "B"

5 Approval of minutes of previous meeting

Regular Meeting March 11, 2004

A motion was made by Mr. Campirano to approve the minutes of the Regular Meeting of March 11, 2004, as presented; seconded by Ms. Cardenas; motion carried.

6 Speakers to Agenda Items and Public Discussion

There were no speakers.

7 Board Briefing

Bahia Grande

Dr. Martín announced that the Bahia Grande is a wetland restoration project, one of the largest in the nation. The Bahia Grande is approximately 6,000-acres of shallow basin that was inundated prior to the construction of the Brownsville Ship Channel in the 1900.

Dr. Martín introduced Dr. David Hicks, Biological Sciences Assistant Professor, and Dr. Elizabeth Heise, Chemistry and Environmental Sciences Assistant Professor. Both UTB/TSC faculty members are conducting research at the South Padre Island facility for this project. Dr. Hicks and Heise narrated a presentation of the Bahia Grande property. They reported on the funding opportunities for this project and the prospects for student involvement in the research. They reported that some of the plants that will be used to restore the habitat at the Bahia Grande are being cultivated in the campus green house located at Physical Plant.

Dr. García thanked Dr. Hicks and Dr. Heise for their efforts and encouraged them to continue with this important project.

8 District Election

Consideration and possible action on Certification of Unopposed Candidates

A motion was made by Ms. Cardenas approving the Certification of Unopposed Candidates and declaring Chester R. Gonzalez, Eduardo A. Campirano and Rosemary Breedlove elected to Positions 3, 4 and 5 respectively; seconded by Ms. Zimmerman; motion carried unanimously. Exhibit "C"

Consideration and possible action on Order of Cancellation

Ms. Cardenas thanked the community for its support of current Board. She stated that approximately \$70,000 was saved by not conducting an election this year since all the incumbents were unopposed.

A motion was made by Ms. Zimmerman to approve the Order Canceling Election as presented; seconded by Ms. Cardenas; motion carried unanimously. Exhibit "D"

9 SUJCD Board Policies**Consideration and possible action on
First Reading: Investment Policy**

Dr. Ronnau stated that the Public Funds Investment Act requires the District's Investment Policy be reviewed annually. He stated that no action is required at this time. It will be presented to the Board for a second reading at the May Board meeting.

10 Business Affairs Partnership Committee**Consideration and possible action on
Substantial Completion for the Workforce Training
and Continuing Education Space**

Ms. Rosemary Martinez, Vice President for Business Affairs reported that the Business Affairs Partnership Committee recommends accepting the substantial completion for the Workforce Training and Continuing Education Space.

A motion was made by Ms. Breedlove to approve the Substantial Completion for the Workforce Training and Continuing Education Space as presented; seconded by Ms. Zimmerman; motion carried unanimously. Exhibit "E"

**Consideration and possible action on
Substantial Completion for the Fire Alarm System at ITEC Campus**

This item was tabled.

**Consideration and possible action on
Exterior Lighting Bid**

Ms. Martinez reported that the committee recommends accepting the bid from Consolidated Electrical Distributors in the amount of \$80,004.62 for exterior lighting.

A motion was made by Ms. Breedlove to accept the bid from Consolidated Electrical Distributors in the amount of \$80,004.62 for Exterior Lighting as presented; seconded by Ms. Zimmerman; motion carried. Exhibit "G"

**Consideration and possible action on
Contractors for Roof Repairs of Auto Body Shop at the
International Technology, Education and Commerce (ITEC) Campus Bid**

Ms. Martinez reported that the committee recommends accepting the bid from American Contracting U.S.A. in the amount of \$52,956 for the Roof Repairs at the Auto Body Shop of the ITEC Campus.

A motion was made by Ms. Breedlove to accept the bid from American Contracting U.S.A. in the amount of \$52,956 for the Roof Repairs at the Auto Body Shop at the ITEC Campus; seconded by Ms. Zimmerman; motion carried. Exhibit "H"

**Consideration and possible action on
UTB/TSC Campus Parking Lots Asphalt Pavement
Reconstruction and Repairs Bid**

Ms. Martinez reported that the committee recommends to reject all bids at this time. This item will be re-bid at a later date.

A motion was made by Ms. Breedlove to reject all bids; seconded by Ms. Zimmerman; motion carried. Exhibit "I"

**Consideration and possible action on
Furniture for Prax Orive Technical Training Center at the ITEC Campus Bid**

Ms. Martinez reported that the committee recommends accepting the following bids for furniture for the Praxedis Orive Technical Training Center at the ITEC Campus:

Bid Packages A, B, C and E from Corporate Express in the amount of \$115,772,86, Bid Package D from Business Interiors of Texas in the amount of \$21,562.90 and Bid Packages 1 and 2 from Jones and Cook Stationers under a State of Texas contract in the amount of \$53,851.03.

A motion was made by Ms. Breedlove to accept the bids for furniture for the Praxedis Orive Technical Training Center at the ITEC Campus as presented by Ms. Martinez; seconded by Ms. Zimmerman; motion carried. Exhibit "J"

**Consideration and possible action
Insurance Policy Renewal**

Ms. Martinez reported that the committee recommends accepting the policy renewal terms for property insurance as presented by Shepard, Walton, King with coverage provided by Allianz and TWIA for a premium of \$669,697. She reported that this option presents a premium reduction over the prior year of \$138,000. In addition, the District's loss exposure is minimal and although deductibles are increased, they are still at reasonable levels.

A motion was made by Ms. Breedlove to accept the insurance policy as presented by Shepard, Walton, King with coverage provided by Allianz and TWIA for a premium of \$669,697 as presented; seconded by Ms. Zimmerman; motion carried. Exhibit "K"

**Consideration and possible action on
SUCD Budget Amendments for Fiscal year 2003-2004**

Ms. Martinez reported that the Committee recommends approval of the following Budget Amendments:

Budget Amendment #04-003 is to move \$2,980,000 from ITEC Campus to Unexpended Plant to transfer ITEC Campus expenses to Unexpended Plant fund; move \$3,160,000 from Renewals and Replacement Fund Balance and add \$180,000 to Parking Lot Repairs/Additions and \$2,980,000 to Renewals and Replacement Fund Balance to adjust expenses for parking lot repairs.

Budget Amendment #04-004 is to add \$1,160,582.00 to GBIC to recognize GBIC revenues to be received in FY04 from original \$5.5 million grant; add \$319,542.00 to EDA Grant to recognize EDA revenues to be received in FY04 from original \$1.0 million grant; add \$160,000 to Transfer from UTB to recognize transfer from UTB for ITEC Campus renovations; reduce \$509,797 from Sale of Bookstore Inventory, Furniture & Fixtures to adjust for proceeds received from sale of bookstore inventory, furniture and fixtures; add \$2,980,000 to Transfer from Renewals and Replacements to transfer funds for ITEC Campus renovations from Renewals and Replacements fund; add \$45,000 to Property Acquisitions and Subtract \$45,000 from Property Site Work to transfer budgeted amount from Property Site work to Property Acquisitions; subtract \$46,708 from Bookstore Purchase to adjust for expenditures for the purchase of bookstore inventory, furniture and fixtures; add \$125,642 to ITEC Campus – Incubator to adjust for expenses at the ITEC Campus Incubator budgeted in FY03 and from Renewals and Replacements Transfer; add \$2,789,479 from ITEC Campus – Technical Training Center; add \$2,181,652 to ITEC Campus – General to adjust for expenses at the ITEC Campus Technical Training Center budgeted in FY03 and from Renewals and Replacements Transfer.

A motion was made by Ms. Breedlove to approve Budget Amendments #04-003 and #04-004 as presented; seconded by Ms. Zimmerman; motion carried. Exhibit "L"

11 Institutional Effectiveness Partnership Committee

Report

Ms. Zimmerman reported that the Institutional Effectiveness Partnership Committee (IEPC) met on Thursday, April 15, 2004. Members present were Ms. Eva Bower,

Mr. Edward Camarillo, Mr. Bill Harris and Dr. John Ronnau. Also present was Ms. Sandra Rubio.

Ms. Zimmerman reported that the committee reviewed data for this year's report including seven indicators pertaining to the following measures:

- ~~///~~ Student Needs and Satisfaction: Indicators 2.1 and 2.2
- ~~///~~ Resources to Support Teaching and Learning: Indicators 4.2 and 4.3
- ~~///~~ Program Expansion and Appropriateness: Indicators 5.1 and 5.2
- ~~///~~ Community Awareness of UTB/TSC: Indicator 7.1

The next meeting of the IEPC will be on Tuesday, May 18, 2004.

12 Construction Report

Dr. Ronnau reported the following:

- ~~///~~ The renovations at the Brownsville Economic Development Corporation (BEDC) space at ITEC Campus will be completed at the end of April. Move-in is scheduled for the first week of May.
- ~~///~~ The renovations at the Work Force Training and Continuing Education (WICE) space at ITEC Campus have been completed and staff has moved in.

Dr. Moore reported the following:

- ~~///~~ Construction continues at the Praxedis Orive, Jr. Technical Training Center. Scheduled completion is August 2004.
- ~~///~~ The Education and Business Complex construction is on schedule. He invited the Trustees for a tour at their convenience.

16 President's Report

Dr. García reported the following:

- ?? The Futures Commission held their last meeting on April 20th with each task force reporting on their findings. She thanked all the members of the community who were part of the Futures Commission and encouraged them to continue to be involved in UTB/TSC.
- ?? Mr. Terry Tomlin, Associate Professor in Fine Arts, has been awarded the 2004 Chancellor's Council Outstanding Teacher Award. The award honors faculty who

have demonstrated excellence in teaching and a commitment to the growth and development of students in higher education.

- ?? Dr. Alfred Richardson, Professor Emeritus, was honored at the City of Brownsville Arbor Day Celebration at Dean Porter Park Pavilion. A mountain laurel, will be dedicated and planted to honor Dr. Richardson for his many years of research and education regarding native vegetation.
- ?? Commencement will be held on Saturday, May 15th at 7:00 p.m. at the Student Union Plaza. The entire campus is preparing for the important event.

14 Proposed Meeting Dates

Chairman Gonzalez reviewed the following proposed meeting dates:

Board of Trustees Meetings:

May 24, 2004

June 24, 2004

August 26, 2004

Partnership Committee Meetings :

AAPC – May 20, 2004

BAPC – May 17, 2004

IEPC – June 15, 2004

15 Announcements

- ~~/s/~~ Mr. Campirano announced that Hudson Elementary School, along with, other BISD schools and UTB/TSC, were being recognized at the City Commissioners Meeting on Tuesday, April 20, 2004 for their participation and support of the chess program.
- ~~/s/~~ Mr. Campirano also announced that Lopez High School won the State Championship in soccer.
- ~~/s/~~ Ms. Zimmerman announced that with the help of Maria Torres, Administrative Service and Operations Manager of the Business Affairs Division, and UTB/TSC employees the pull-tab collection for the Ronald McDonald House was a great success. She thanked the campus for its efforts.
- ~~/s/~~ Mr. Gonzalez announced that Ms. Mary Rose Cardenas has been selected as 2004 Texas Southmost College Distinguished Alumnus. The Board gave their heartfelt congratulations to Ms. Cardenas.

16 Resolution

**Consideration and possible action on
Resolution in Recognition of Trustee Mary Rose Cardenas
For 20 Years of Service on the SUJCD Board of Trustees**

Chairman Gonzalez announced the Southmost Union Junior College District Board of Trustees recognizes and appreciates the outstanding work that Ms. Mary Rose Cardenas has done for this college and the community in working for providing higher education access to the region throughout her tenure as a board member.

Chairman Gonzalez read a letter from Mr. Charles Miller, Chairman of the Board of Regents of the University of Texas System. Chairman Gonzalez also read the Resolution in Recognition of Mary Rose Cardenas for 20 years of Service on SUJCD Board of Trustees.

Chairman Gonzalez invited former SUJCD trustees present at the meeting to join them in recognizing Ms. Cardenas. Mr. Michel Putegnat, Mr. Robert Rodriguez and Mervin Mosbacker joined the board. Each former trustee expressed his admiration towards Ms. Cardenas for her numerous and outstanding accomplishments as a board member.

A motion was made by Ms. Zimmerman to approve the Resolution in Recognition of Trustee Mary Rose Cardenas for 20 Years of Service on the SUJCD Board of Trustees, as presented; seconded by Ms. Breedlove and Mr. Campirano; motion carried unanimously. Exhibit "M"

Adjournment

The meeting was adjourned by Chairman Gonzalez at 7:30 p.m.

Mr. Chester R. Gonzalez
Chairman, Board of Trustees

Mr. Eduardo A. Campirano
Secretary Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on April 22, 2004, is on 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 B. Solis. Videotaping 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.