



TEXAS SOUTHMOST COLLEGE DISTRICT

THE UNIVERSITY OF TEXAS AT BROWNSVILLE and TEXAS SOUTHMOST COLLEGE

80 Fort Brown • Brownsville, Texas 78520 • (956) 882-3879 • Fax: (956) 882-8811 • <http://blue.utb.edu/vpapa>

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**UTB/TSC President**

*Juliet V. Garcia, Ph.D*

## Texas Southmost College District

### Minutes of the Board of Trustees Workshop

**September 11, 2007**

The Board of Trustees of the Texas Southmost College District convened in open session September 11, 2007, at 5:30 p.m., in the Board Room of Gorgas Hall at Texas Southmost College. Board members present were Mr. Chester Gonzalez, Chairman, Ms. Rosemary Breedlove, Vice Chair, Mr. Eduardo A. Campirano, Secretary, Ms. Dolly Zimmerman, Dr. Roberto Robles, and Mr. David Oliveira. Also present was Dr. Juliet V. Garcia, President of The University of Texas at Brownsville and Texas Southmost College.

### Workshop

#### Call to Order

The workshop was called to order by Chairman Gonzalez at 5:39 p.m.

#### 1 Discussion of Texas Southmost College Subsidy

Chairman Gonzalez introduced President Garcia to begin the discussion on the TSC Subsidy. President Garcia reminded the Board that at the time of the creation of the UTB/TSC Partnership, the TSC Board decided to subsidize the difference between the UTB and TSC tuition for in-district students to guarantee them access to higher education. She reported that although the subsidy has helped thousands of students earn college degrees; it has also been misused by others. Therefore, in an effort to enhance academic success for students with good academic performance, the staff has prepared a proposal for that ensures students' movement toward earning a baccalaureate degree.

President Garcia reviewed the new satisfactory academic progress (SAP) criteria which were recently implemented. The new SAP criteria require a minimum

cumulative 2.0 GPA and a cumulative 70% percent course completion rate. She stated that one of the expected effects of these criteria will be that students will only enroll for the courses they need, allowing others to register before classes are filled. Another expected effect of SAP is that there will be a savings in the amount of money needed to subsidize the tuition for in-district lower division students because they will enroll in fewer semester credit hours.


President García introduced Dr. José Martín, Provost, to present the staff's recommendation for the use of the unused funds. Dr. Martín stated that the current TSC Subsidy provides a \$19 tuition credit discount for each semester credit hour taken by in-district lower division students. The proposal is to convert the current TSC Subsidy into a TSC Trustees Scholarship to facilitate students' movement towards a baccalaureate degree and to extend the award to upper division in-district students who are able to register under SAP and are enrolled for of 15 semester credit hours.

The Board concurred with the staff's recommendation and asked that an item be placed on the September Board agenda to take formal action on the creation of the new TSC Trustees Scholarship.


Mr. Gonzalez announced that the next Board of Trustees Meeting is scheduled for Thursday, September 26, 2007, at 5:30 p.m. at the Gorgas Board Room, Gorgas Hall, Texas Southmost College.

### **Adjournment**

The workshop was adjourned by Chairman Gonzalez at 7:20 p.m.



Mr. Chester Gonzalez  
Chairman, Board of Trustees



Mr. Eduardo A. Campirano  
Secretary, Board of Trustees

The minutes for the Board of Trustees Workshop on Tuesday, September 11, 2007 were taken and transcribed by Gloria Miranda, Administrative Assistant for the Office of the Vice President for Partnership Affairs.



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## Texas Southmost College District

### Minutes of the Regular Meeting of the Board of Trustees

August 30, 2007

The Board of Trustees of the Texas Southmost College District convened in open session on August 30, 2007, at 5:30 p.m., in the Board Room of Gorgas Hall at Texas Southmost College. Board members present were Mr. Chester Gonzalez, Chairman, Ms. Rosemary Breedlove, Vice Chair, Ms. Dolly Zimmerman, and Dr. Roberto Robles. Absent were Mr. Eduardo A. Campirano, Secretary, and Mr. David Oliveira. Also present was Dr. Juliet V. Garcia, President of The University of Texas at Brownsville and Texas Southmost College.

#### Call to Order

The meeting was called to order by Chairman Gonzalez at 5:30 p.m.

#### 1. Executive Session

as provided by Government Code,  
Chapter 551.072

##### Real Estate

**Contract** and Resolution for  
Purchase of Fort Brown Villas I,  
Unit 3013, Brownsville, Texas

**Contract** and Resolution for  
Purchase of Fort Brown Villas II,  
Unit 8E, Brownsville, TX

**The Board convened in Executive Session at 5:38 p.m.**

**The Board reconvened in Regular Session at 6:15 p.m.**

**2. Consideration and possible action on matters discussed in Executive Session****Consideration and Possible Action on Contract and  
Resolution for Purchase of Fort Brown Villas I,  
Unit 3013, Brownsville, Texas**

**Chairman Gonzalez stated that this item requires no action because this property is no longer available to the District.**

**Consideration and Possible Action on Contract and  
Resolution for Purchase of Fort Brown Villas II,  
Unit 8E, Type C, Building E, Phase II, Brownsville, Texas**

**A motion was made by Ms. Breedlove to approve the Contract and Resolution for the Purchase of Fort Brown Villas II, Unit 8E, Brownsville, Texas, in the amount of \$42,000. The motion was seconded by Dr. Robles and carried unanimously.**

*Exhibit "A"*

**3. Approval of Minutes of Previous Meeting****Consideration and possible action on  
Minutes of Regular Meeting of June 21, 2007; Special Meeting August 7, 2007;  
Public Hearing August 23, 2007; and Public Hearing August 23, 2007**

**A motion was made by Ms. Zimmerman to approve the Minutes of the Regular Meeting on June 21, 2007; Special Meeting on August 7, 2007; Public Hearing on August 23, 2007; and Public Hearing on August 23, 2007. The motion was seconded by Dr. Robles and carried unanimously.**

**4. Speakers to Agenda Items and Public Discussion**

Community members, Mr. Fernando Ruiz and Mr. Dagoberto Barrera, addressed the Board regarding the proposed 2007 Ad Valorem tax rate.

**5. Board Briefing****An Overview of the College of Applied Technology and General Studies**

Dr. Charles Dameron, Vice President for Academic Affairs, introduced Dr. Peter Gawenda, Interim Dean of the College of Science Math & Technology to present an overview of the new College of Applied Technology and General Studies. Upon Dr. Robles's request, Dr. Gawenda described on the Marine Technology Program, and reported that a possible partnership with Texas A&M Marine Institute of Galveston is currently being negotiated. Dr.

Gawenda introduced the faculty and staff of the College of Applied Technology General Studies, thanking them for their support and enthusiasm.

## **6. Report on Satisfactory Academic Progress**

President Garcia reported that new satisfactory academic progress (SAP) standards for have been implemented by our institution. She stated that she hopes institution hopes the new standards will help students become more serious about their education, while at the same time moving more rapidly toward completion of their degrees.

The new SAP criteria require:

- Minimum cumulative 2.0 GPA
- Commulative 70% course completion rate

In addition, Dr. Garcia reported that student aid programs such as the Pell Grant are also implementing academic progress criteria.

## **7. Budget**

### **Consideration and possible action on Second Reading of the TSC District Budget for FY 2007-2008**

Ms. Melba Sanchez, Assistant Vice President for Finance, reported that there were no substantial changes in the proposed budget since the first reading at the June 21, 2007 meeting. She stated that there were only a few minor modifications, which included the strategic use of \$1 million of fund balance for the chilled water line extension, and the roof repairs and renovations at the ITEC Campus. Ms Sanchez reported that a list of the modifications to the budget had been included in the budget booklet.

**A motion was made by Ms. Breedlove to adopt the TSC District Budget for Fiscal Year 2007-2008 as presented. The motion was seconded by Dr. Robles and carried unanimously. Exhibit "B"**

## **8. Business Affairs Partnership Committee**

In Mr. Campirano's absence, Ms. Melba Sanchez, reported that the Business Affairs Partnership Committee (BAPC) met on August 20, 2007 and recommended approval of the following items:

**Consideration and possible action on  
Second Reading of Board Policy V-D: Investment**

Ms. Sanchez stated that the Public Funds Investment Act requires that the District's Investment Policy be reviewed on an annual basis. She reported that the changes being proposed relate to personnel title changes due to the reorganization of the TSC District Office. The first reading of the revised policy was presented on the June 21, 2007, Board meeting. Ms. Sanchez stated that no changes were recommended or made after the first reading.

**A motion was made by Ms. Breedlove to approve the second reading of the Board Policy V-D: Investment as presented. The motion was seconded by Ms. Zimmerman and carried unanimously. Exhibit "C"**

**Consideration and possible action on  
Renewal of General Liability, Educators' Legal, Crime and Auto Insurance Policies**

Ms. Sanchez reported that the District requested quotes from Shepard Walton King (SWK) for General Liability, Educators' Legal, Crime, and Auto Insurance Policies. SWK presented two options for the District's consideration. Ms. Sanchez stated that the BAPC agrees with the staff recommendation of accepting option # 2 in the amount of \$53,253. The renewal period for these policies is September 1, 2007, through August 31, 2008. The total amount of the insurance renewal is \$2,189 less than the premium for the current policy.

**A motion was made by Dr. Robles to approve the renewal of General Liability, Educators' Legal, Crime and Auto Insurance Policies in the amount of \$53,253 as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "D"**

**Consideration and possible action on:  
Budget Amendments for Fiscal Year 2006-2007**

Ms. Sanchez explained that budget amendments #07-004 and #07-005 adjust the revenues and expenditures in the General Fund Auxiliary Fund. Budget amendments #07-006 through #07-012 adjust the debt service funds for continuing disclosure and arbitrage rebate calculation fees incurred. She stated that the budget amendments are necessary to cover anticipated expenditures through the end of the year.

**A motion was made by Ms. Zimmerman to approve the budget amendments #07-004 through #07-012 for Fiscal Year 2006-2007 as presented. The motion was seconded by Ms. Breedlove and carried unanimously. Exhibit "E"**

## 9. Tax Rate

### **Consideration and possible action on Adoption of 2007 TSC District Ad Valorem Tax Rate**

Dr. Pearson reported that this is the third and final step required of the TSC Board of Trustees for the setting of the 2007 Ad Valorem tax rate. The first step was to publish the notice on the effective and rollback rates, the two public hearings held on August 20 and August 23, 2007. The final step is to adopt the rate listed on the resolution, which is included in the binders. The rates are as follows: a tax rate of \$0.111423 for maintenance and operations and a debt rate of \$0.049666, for a total rate of \$0.161089 per \$100 valuation. Dr. Pearson stated that by adopting these resolutions the Board will be setting a rate that is higher than the rollback rate. The total rate is the same as last year's rate, and Dr. Pearson stated that the District continues to honor its commitment not to exceed the 3.8 cent increase promised during the 2004 Bond Election.

**A motion was made by Ms. Zimmerman that property taxes be increased by the adoption of a tax rate of \$0.111423 for maintenance and operations, and a debt rate of \$0.049666 for a total rate of \$0.161089 per \$100 evaluation. The motion was seconded by Dr. Robles and carried unanimously. Exhibit "F"**

## 10. Physical Facilities Subcommittee

### **Physical Facilities Subcommittee Report**

Ms. Breedlove reported that the Physical Facilities Subcommittee (PFS) met on August 24, 2007, and discussed the following items:

- Participation in purchasing cooperatives
- Updated funding allocations for the construction projects; and
- Proposals for the Guaranteed Maximum Price for the Library, Classrooms, the Center for Early Childhood Studies, and the ITEC Campus.

Ms. Breedlove introduced Mr. Gilbert Gallegos, from Broaddus and Associates, to present the first item. Mr. Gallegos reported that he was proud to announce that TSC is the first and only institution in the State of Texas using these cost control and purchasing strategies for construction projects. This innovative approach utilizes pre-negotiated prices to purchase construction materials in bulk, thereby maximizing savings. Mr. Gallegos stated that the Board's approval was necessary to participate in three additional purchasing cooperatives in order to continue to save on construction materials.

The cooperatives are the following:

- Texas Interlocal Purchasing System (TIPS)
- Texas Building and Procurement Commission (TBPC)
- Cooperative Purchasing Network (TCPN)

There are no fees associated with TIPS or TCPN participation. There is a one time fee of \$100 to participate in the TBPC.

**A motion was made by Ms. Breedlove to approve resolutions authorizing District staff to participate in the purchasing cooperatives as presented. The motion was seconded by Ms. Zimmerman and carried unanimously. Exhibit "F"**

#### **Consideration and possible action on Funding Allocation for Bond Projects**

Ms. Veronica Mendez reminded the Board that at its September 14, 2006, meeting, the Board approved adjusted project allocations for the different construction projects managed by the Partnership Affairs Division. At the Board meeting on June 21, 2007, the Board successfully acquired an additional \$2 million of maintenance tax notes to supplement the construction projects. Ms. Mendez reviewed a worksheet illustrating the sources of funding for the bond projects and other construction projects on campus. She reported that there are over \$131 million in construction projects currently underway.

**A motion was made by Ms. Breedlove to approve the funding allocation to construction projects as presented. The motion was seconded by Dr. Robles and carried unanimously. Exhibit "G"**

#### **Consideration and possible action on Guaranteed Maximum Price for Early Childhood Studies, Library, Classrooms, and ITEC Campus Phase I Projects.**

Ms. Diana Bravo-Gonzalez, Project Manager from Broaddus & Associates, reported that pricing has been received for several of the construction projects. She stated that awarding of construction contracts is an oversight responsibility of the Board of Trustees as per the participation model approved by the Board at the May 25, 2005, Board meeting. The Guaranteed Maximum Prices (GMP) were received by the project's management team. Ms. Gonzalez reviewed the Guaranteed Maximum Prices received for the Library and Classrooms Projects. She stated that that we will be building approximately 1,277 sq. ft. of additional space, therefore the GMP for the projects is a bit higher than the early estimates.

**A motion was made by Ms. Breedlove to authorize Skanska USA to proceed with Part II-Construction Phase Services for the East Library and Classroom Buildings for the amount of \$20,124,325 and authorize the Assistant Vice President for Planning and Construction to execute the contract. The motion was seconded by Ms. Zimmerman and carried unanimously.**

Ms. Diana Gonzalez reported that the GMP for the Center for Early Childhood Studies came in \$1 million over budget. She stated that some of causes for the difference in the actual GMP and earlier estimates are the following:

- Required demolition of existing building and asbestos abatement
- Poor soils affecting foundation
- Construction cost escalation

Ms. Gonzalez stated that based on these factors it is recommended to not proceed with Skanska USA and to re-evaluate the construction design and competitively bid the project.

**A motion was made to not authorize Skanska USA to proceed with Part II-Construction Phase Services for the Center for Early Childhood Studies project as presented. The motion was seconded by Dr. Robles and carried unanimously.**

Ms. Gonzalez reported that by using the purchasing cooperatives the staff was able to obtain considerable savings in the price to re-roof a major portion of the ITEC Campus roofing work will now be performed by Garland Company through TXMas. In addition, site work, demolition, and asbestos abatement work will also be performed by SpawGlass, the contractor selected for this project.

Ms. Gonzalez reported that by using the procurement methods there was a total of \$500,000 in savings to the projects.

**A motion was made by Ms. Breedlove to award the roofing project at the ITEC Campus to Garland Company through TXMas in the amount of \$1,998,402 as presented. The motion was seconded by Ms. Zimmerman and carried unanimously.**

**A motion was made by Ms. Breedlove to authorize SpawGlass to proceed with Part II-Construction Phase Services for partial site work, interior demolition and asbestos abatement at the ITEC Campus in the amount of \$3,834,543 as presented. The motion was seconded by Ms. Zimmerman and carried unanimously.**