TAKE NOTICE THAT A REGULAR MEETING OF THE
BOARD OF TRUSTEES
OF
TEXAS SOUTHEST COLLEGE DISTRICT
will be held in the
Gorgas Board Room at The University of Texas and Texas Southmost College,
80 Fort Brown, Brownsville, Texas 78520
commencing at 5:30 p.m. on Thursday, March 21, 2013, to consider
and act on the following Agenda:

Agenda
Posted Monday, March 18, 2013

1. Call to Order
2. Announcements
3. Public Comment. No presentation will exceed three minutes.
4. Mission Statement
5. Consideration and Approval of Minutes of the Regular Meeting of February 21, 2013
7. Consideration and Approval of Furniture Purchase for the One Stop Student Services Center at the Arnulfo Oliveira Library through TXMAS Contracts with National Business Furniture, LLC and KI Furniture
8. Report on the Establishment of TSC’s One Stop Student Services Center
9. Update on TSC’s College Preparatory Studies Division
10. Update on TSC’s Hiring Process
11. Update on Letter of Support and Resolution from the Brownsville Chamber of Commerce
13. Executive Session
   a. Consultation with Attorney on Pending or Contemplated Litigation, Section 551.071, Texas Government Code.

   b. Consultation with Attorney on Pending Real Estate Issues, Section 551.072, Texas Government Code. The Real Property discussion may address the purchase, exchange, lease, or value of Real Estate.

   c. Consultation with Attorney on Pending Personnel Issues, Section 551.074, Texas Government Code. The deliberation may include a discussion of the evaluation and employment contract of the President.

14. Action on Executive Session Matters

15. Adjournment and Announcement of Next Meeting Dates
   a. Thursday, April 18, 2013
Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

February 21, 2013

The Board of Trustees of the Texas Southmost College District convened in open session on February 21, 2013, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board members present were Francisco G. Rendon, Chair; Adela G. Garza, Vice Chair; Trey Mendez, Secretary; René Torres and Dr. Reynaldo Garcia. Also present was Dr. Lily F. Tercero, President of Texas Southmost College. Board members absent were Dr. Robert Lozano and Ramon Hinojosa.

1. Call to Order

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

2. Announcements

Chairman Rendon called on Dr. Tercero to make the announcements. Dr. Tercero announced that TSC has received two grants. The first grant is a $300,000 grant from the Texas Higher Education Coordinating Board for Developmental Education Programs. Funding from this grant will support non-traditional interventions to accelerate student success and achieve college readiness. In addition, the funding from this grant will support more professional development opportunities for developmental education faculty.

Dr. Tercero thanked Dr. Angelica Fuentes, Dr. Laura Villarreal and all the faculty members that assisted in preparing this application.

Dr. Tercero announced the second grant, in the amount of $50,000, was received from the Southern Education Foundation, a public charity whose mission is to advance equality and excellence in education in the southern states. The Foundation identifies and engages institutions that have a deep interest in enhancing practices that directly improve student success. This funding will
allow TSC to implement many of the significant structural and curricular changes to its developmental education programs under the College’s new Division of College Preparatory Studies.

Dr. Tercero thanked Dr. Laura Villarreal, Dr. Angelica Fuentes and all faculty members that assisted with the preparation of this application.

Dr. Tercero announced that two new staff members have been hired. The first is the Director of Financial Aid, Mr. Arnold Trejo. Arnold has over 30 years of experience in student financial aid, enrollment management, recruitment and financial services. Mr. Trejo is a graduate of Texas A & M Kingsville with a degree of Business Administration concentrating in the area of Finance. He also holds a Master’s in Educational Administration from the University of Texas-Pan American.

The second position announced was the Director of Educational Technology and Curricular Innovation, Mrs. Angela Wolf. Mrs. Wolf has over 15 years of experience in teaching in the UTB/TSC Applied Business Technology Department. She has taught online, hybrid, and face to face courses full time. Mrs. Wolf also has extensive experience in providing training to numerous businesses throughout the Rio Grande Valley. Mrs. Wolf is a graduate of Fairmont State University in West Virginia with a Bachelor’s in Marketing and Business Administration. She also holds a Master’s degree in Educational Technology from UTB/TSC. She is currently working on her Doctorate degree in curriculum and instruction specializing in educational technology from UTB/TSC.

Dr. Tercero announced TSC will be establishing the TSC Career and Technical Education Academy in Air Conditioning and Refrigeration Technology. This new program includes a unique collaboration with BISD, which will provide qualified BISD high school students with the opportunity to earn up to 24 SCHs during their junior and senior years—through dual credit—and thus, at no tuition cost to the students. All courses will be offered at TSC. After high school graduation, these students will have the opportunity to enroll at TSC for the last 12 SCH’s to complete the 36 SCH requirements for the Level I Certificate. They will also have the opportunity to continue and complete the requirements for an Associate of Applied Science degree.

As part of this collaborative effort, BISD has agreed to lease, at $1 per year, the equipment that will be used in this program. This new program will greatly benefit BISD students and other individuals interested in pursuing a career in air conditioning and refrigeration technology. An official signing ceremony for this unique collaborative effort is scheduled to be held on Tuesday, February 26th at 9:00 a.m. in the Foyer area of the ITECC.
3. Speakers to Agenda Items and Public Discussion

Chairman Rendon called on Ms. Gloria Anciso, TSC Student in the Diagnostic Medical Sonography Program. Ms. Anciso explained she was speaking on behalf of the students currently enrolled in the program. She expressed how strongly they felt about the work being done on behalf of students. She stated that the Board truly does have the student’s best interest in mind and that she and her fellow students are filled with pride, gratitude, and respect for the Board and TSC staff, especially now that they are learning about all the work that goes into creating and running a successful College. Ms. Anciso further stated that she and her fellow students found it important and necessary to express thanks and appreciation for all of the Board’s hard work and dedication to the College. She concluded by stressing they, as students, believe TSC is their College and that they will be Scorpions for life.

4. Mission Statement

Chairman Rendon read the existing mission for Texas Southmost College District as follows:

“Transforming our communities through innovative learning opportunities”

5. Approval of Minutes of Previous Meetings

Consideration and Approval of Minutes of the Regular Meeting on January 24, 2013, and the Special Meeting on February 11, 2013

A motion was made by Mr. Torres to approve the Minutes of the Regular Meeting on January 24, 2013 as presented. The motion was seconded by Mrs. Garza and carried unanimously.

A motion was made by Mr. Torres to approve the Minutes of the Special Meeting on February 11, 2013 as presented. The motion was seconded by Mrs. Garza and carried. Mr. Rendon abstained from the vote.

6. Proposal for Private Cloud Hosting Services

Consideration and Approval of Proposal for Private Cloud Hosting Services

This item was tabled.
7. Budget Amendment for Fiscal Year 2013

Consideration and Approval of
Budget Amendment Fiscal Year 2013

Chairman Rendon called on Mr. Lewis to present the item. Mr. Lewis informed the Board that the proposed budget amendment is to increase the Campus Technology line for Fiscal Year 2013.

A motion was made by Mrs. Garza to approve Budget Amendment #13-002 for Fiscal Year 2013 as presented. The motion was seconded by Dr. García and carried unanimously. Exhibit “A”


Chairman Rendon called on Mr. Lewis. Mr. Lewis provided a brief report on the First Quarter Financial Statements and Investment Report for FY 2013. Mr. Lewis stated that the reports are provided for informational purposes only, and no action is required by the Board. Exhibit “B”

9. Executive Session as provided by Government Code, Chapter 551.072 and Chapter 551.074.

The Board convened in Executive Session at 5:54 p.m.

The Board reconvened in Regular Session at 6:29 p.m.

10. Consideration and possible action on matters discussed in Executive Session

Consultation with Attorney on Pending Real Estate Issues, Section 551.072, Texas Government Code. The Real Property Discussion will address the purchase, exchange, lease, or value of Real Estate.

No action was taken.

Consultation with Attorney on Pending Personnel Issues, Section 551.074, Texas Government Code. The Deliberation may include a discussion of the Evaluation and Employment Contract of the
President, and the Board of Trustees’ Appraisal Process.

No action was taken.

11. Proposed Meeting Dates

Thursday, March 21, 2013

Adjournment

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

Mr. Francisco G. Rendon
Chairman, Board of Trustees

Trey Mendez, J. D.
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on February 21, 2013, is on file at the District Office of the Texas Southmost College District. The master tape is on file at UTB/TSC Media Services. These minutes were taken and transcribed by Max E. Roza, Administrative Assistant. Videotaping of the Board of Trustees’ meetings began on April 11, 1990. They are aired on Channel KBSD in cooperation with the Brownsville Independent School District.
**TEXAS SOUTHMOST COLLEGE DISTRICT**

**BOARD AGENDA REQUEST FORM**

<table>
<thead>
<tr>
<th>Department/Division:</th>
<th>Board Meeting Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance Office</td>
<td>March 21, 2013</td>
</tr>
</tbody>
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**Agenda Item:**
Consideration and possible action on approval of proposal for General Liability, School Professional Legal Liability, Auto and Crime Insurance Protection Plan through an Interlocal Agreement with TASB Risk Management Fund.

**Rationale/Background:**
Texas Southmost College (TSC) has requested a proposal for General Liability, School Professional Legal Liability, Auto and Crime Insurance Protection Plan from the Texas Association of School Boards (TASB) Risk Management Fund (Fund).

The Fund is a risk-sharing pool of local governments organized by TASB in accordance with the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code. The Interlocal Participation Agreement allows political subdivisions to pool risks ordinarily assumed on an individual basis including worker’s compensation exposures, claims administration and loss prevention services. TASB currently provides TSC with the services included on its Property/Casualty and Worker’s Compensation Insurance Protection Plans.

The proposal received from TASB includes Crime coverage for employee dishonesty, faithful performance, money and securities and computer fraud; General Liability coverage that includes personal injury liability; School Professional Legal Liability for wrongful acts, errors, or omissions; and Automobile coverage for both liability and physical damage. Covered persons include any board members, student teacher, volunteer and employee of TSC. TSC began participation in this insurance program last year with a pro-rata contribution from September 1, 2012 to April 1, 2013. The current proposal is a continuance of the same insurance policy for full year coverage from April 1, 2013 to April 1, 2014 with automatic renewals for successive one-year terms.

**Recommended Action:**
Motion to accept the proposal from TASB to provide General Liability, School Professional Legal Liability, Auto and Crime Insurance Coverage in the total amount of $34,886 and authorize the President to execute the contract.

**Fiscal Implications:**
- Budgeted Item: □ Yes □ No □ N/A If no, explain:

**Attachments (List):**
- Contribution & Coverage Documents

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**FOR OFFICE USE ONLY:**

<table>
<thead>
<tr>
<th>Board Action:</th>
<th>Approved: □ Yes □ No □ Tabled for action on: __________________________</th>
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<tbody>
<tr>
<td>Certified by:</td>
<td>Title: Date:</td>
</tr>
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TASB Risk Management Fund  
Auto & Liability  
Contribution & Coverage Summary (CCS)  
Texas Southmost College District

Participation Period: April 1, 2013 to April 1, 2014

<table>
<thead>
<tr>
<th>LIABILITY</th>
<th>Deductible Per Occurrence</th>
<th>Annual Contribution</th>
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</thead>
<tbody>
<tr>
<td><strong>General Liability</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Including Personal Injury and</td>
<td>$1,000</td>
<td>$17,932</td>
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<tr>
<td>Liability coverage for items</td>
<td></td>
<td></td>
</tr>
<tr>
<td>considered Mobile Equipment</td>
<td></td>
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<tr>
<td>$1,000,000 Per Occurrence Limit</td>
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<tr>
<td><strong>Employee Benefits Liability</strong></td>
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<td></td>
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<tr>
<td>($100,000 Per Occurrence Limit)</td>
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<tr>
<td><strong>School Professional Legal Liab</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$1,000,000 Per Occurrence Limit/</td>
<td>$25,000</td>
<td>$12,137</td>
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<tr>
<td>$1,000,000 Annual Aggregate</td>
<td></td>
<td></td>
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<tr>
<td>Subject to the sublimits as</td>
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<tr>
<td>stated in the Sexual Misconduct</td>
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<tr>
<td>Claims Endorsement.</td>
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<tr>
<td>$100,000 per person and $300,000</td>
<td></td>
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<tr>
<td>per Occurrence, $300,000 as</td>
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<tr>
<td>Maximum Limit per Occurrence</td>
<td></td>
<td></td>
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<tr>
<td>Aggregate, and $300,000 as</td>
<td></td>
<td></td>
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<tr>
<td>Maximum Annual Aggregate Limit.</td>
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</table>

Legal Liability Deductible Applies Included in Legal Liability
# AUTO COVERAGE

<table>
<thead>
<tr>
<th>Description</th>
<th>Deductible Per Occurrence</th>
<th>Annual Contribution</th>
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<tbody>
<tr>
<td>Fleet Liability</td>
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<tr>
<td>$1,000,000 Combined Single Limit</td>
<td>$1,000</td>
<td>$3,274</td>
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<tr>
<td>Physical Damage- Actual Cash Value</td>
<td>Deductible Per Vehicle</td>
<td>Annual Contribution</td>
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<tr>
<td>Private Passenger</td>
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<tr>
<td>Comprehensive</td>
<td>$1,000</td>
<td>$0</td>
</tr>
<tr>
<td>Collision</td>
<td>$1,000</td>
<td>$0</td>
</tr>
<tr>
<td>All Other Vehicles</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Buses, Trucks, Trailers, and Vans)</td>
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<tr>
<td>Comprehensive</td>
<td>$1,000</td>
<td>$818</td>
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<tr>
<td>Collision</td>
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<td>$187</td>
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<td><strong>CRIME</strong></td>
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<tr>
<td>$100,000 Limit</td>
<td>$5,000</td>
<td>$538</td>
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<tr>
<td><strong>TOTAL CONTRIBUTION</strong></td>
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<tr>
<td><strong>TOTAL BALANCE DUE</strong></td>
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<td>$34,886</td>
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*This is not an invoice. An invoice will be emailed to the program coordinator and payable within 30 days of receipt.*
CONDITIONS

Claims Reporting: Fund Member will provide to the Fund timely notice of all claims as required in the Interlocal Participation Agreement.

Coverage: Coverage terms and limits provided are as set out in this CCS and the Fund’s Coverage Document for this participation period.

Payment: The Fund Member agrees to pay contributions based on a plan developed by the Fund. All contributions are payable upon receipt of an invoice from the Fund.

Prior Acts: Fund Member certifies that all known or reported acts that are reasonably believed may result in a legal claim against the Member, have been fully disclosed. Additionally, Fund Member acknowledges that this coverage excludes any claims arising from such known or reported acts. This Agreement does not void coverage afforded to Fund Member under any previous Fund Agreement.

Statement of Values: Fund Member has provided the Fund with the most current and accurate statement of values for all applicable property, including a complete and accurate listing of vehicles owned by the Fund Member. Fund Member agrees to allow Fund to conduct property appraisals of the Fund Member’s property on a periodic basis and agrees to accept values provided by the Fund.

Salvage: The Fund will have the right, in its sole discretion, to exercise rights of salvage to any damaged property paid for or replaced under the terms of this Agreement.

Termination: This CCS may be terminated by either party with termination to be effective on any successive renewal date by giving written notice to the other party no later than 30 days prior to automatic renewal in accordance with Section 4(a) of the Interlocal Participation Agreement.
**Coordinator:**
The Fund Member is required to designate a Program Coordinator (Coordinator) with express authority to represent and bind the Fund Member in all program matters. If a Coordinator’s name and contact information is not provided below, the currently designated Coordinator and contact information will remain in effect.

<table>
<thead>
<tr>
<th>Name of Coordinator</th>
<th>Coordinator title</th>
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<table>
<thead>
<tr>
<th>Coordinator address</th>
<th>City, state, and zip</th>
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<table>
<thead>
<tr>
<th>Coordinator phone</th>
<th>Coordinator fax</th>
<th>E-mail address</th>
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</table>

**Fund Member:**
I certify that this information is correct. I affirm that I am duly authorized to sign this Contribution & Coverage Summary. Furthermore, I certify that I have read and agree to this Contribution & Coverage Summary and the Interlocal Participation Agreement.

<table>
<thead>
<tr>
<th>Authorized signature</th>
<th>Date</th>
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<table>
<thead>
<tr>
<th>Printed name</th>
<th>Title</th>
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**TASB Risk Management Fund:**

<table>
<thead>
<tr>
<th>James B. Crow, Secretary</th>
<th>Date</th>
</tr>
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</table>
**Texas Southmost College District**

**Board Agenda Request Form**

<table>
<thead>
<tr>
<th>Department/Division:</th>
<th>Board Meeting Date:</th>
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<tbody>
<tr>
<td>Instruction and Student Services</td>
<td>March 21, 2013</td>
</tr>
</tbody>
</table>

**Agenda Item:**
Consideration and possible action on approval of furniture purchase for One Stop Student Services Center at the Arnulfo Oliveira Library through TXMAS contracts with National Business Furniture, LLC and KI Furniture.

**Rationale/Background:**
Progress continues in the renovation of One Stop Student Services Center at the Arnulfo Oliveira Library as the College prepares to offer independent student services by Fall 2013 semester. It is now time to move forward with the furniture purchase for this area.

Procurement of furniture has been identified as one of the numerous cost control strategies implemented by the administrators of this project. The Office for Instruction and Student Services obtained two separated cost estimates from National Business Furniture, LLC and KI Furniture for the Student Services Center.

National Business Furniture, LLC has contracts with several manufacturers that have purchase agreements with TXMAS, a state wide procurement pool. By using this company, the Office of Instruction and Student Services was able to select furniture pieces from several manufacturers with a variety of models, materials, styles, finishes and reasonable price ranges that better met the College’s budget. Also, the College has received additional discount from the pricing list by doing bulk purchases.

The proposed plan for the One Stop Student Services Center will furnish two director’s offices and support staff, ten advisor’s offices, fourteen offices for admissions, financial aid and college preparation specialists, five coordinator’s offices, a testing center, an application station, a call center, a veteran’s computer center and two reception areas.

**Recommended Action:**
Motion to approve furniture contracts for One Stop Student Services Center at the Arnulfo Oliveira Library through TXMAS contracts with National Business Furniture, LLC and KI Furniture in the amount of $51,236.76 and $35,592.30 respectively and authorize the President to execute the contract.

**Fiscal Implications:**
Budgeted Item: X Yes □ No □ N/A If no, explain: Budgeted under Campus Improvements account

**Attachments (List):**
1. National Business Furniture, LLC Quote
2. KI Furniture Quote

---

**FOR OFFICE USE ONLY:**

**Board Action:** Approved: □ Yes □ No □ N/A □ Tabled for action on: ________________

**Certified by:** ______________________ Title: ______________________ Date: ____________
# National Business Furniture, LLC

**Quote QA178327 v(5)**

4100 Alpha Rd  Ste 111   Dallas, TX  75244  
Phone (888) 933-2731 x2225   Fax (800) 301-8314  
http://www.nationalbusinessfurniture.com

---

**Ship-To Address**

PATRICIA SANCHEZ  
BUYER  
TEXAS SOUTHWEST COLLEGE  
828 MAY ST  
BROWNSVILLE TX 78520  

ph: (956) 295-3405  
fax: (956) 295-3408

**Bill-To Address**

PATRICIA SANCHEZ  
BUYER  
TEXAS SOUTHWEST COLLEGE  
828 MAY ST  
BROWNSVILLE TX 78520  

ph: (956) 295-3405  
fax: (956) 295-3408

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<table>
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<th>Qty</th>
<th>Description</th>
<th>Options</th>
<th>Lead Time</th>
<th>Catalog Price</th>
<th>Discount Price</th>
<th>Total Merch</th>
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<tr>
<td>GSA GREEN 40496-1</td>
<td>2</td>
<td>Round Table 48&quot; Round</td>
<td>Dark Espresso</td>
<td>2-4 Wks</td>
<td>$419.00</td>
<td>$314.42</td>
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<td>GSA 55423</td>
<td>8</td>
<td>Vinyl Guest Chair w/Casters</td>
<td>Antique Blue Vinyl/Mahogany Frame</td>
<td>2-4 Wks</td>
<td>$379.00</td>
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<td>$2,286.08</td>
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<td>GSA GREEN 12000</td>
<td>32</td>
<td>Single Pedestal Desk 66 W</td>
<td>Cherry Top/Black Edge/Black Base/Left Pedestal</td>
<td>1-2 Wks</td>
<td>$569.00</td>
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<td>Espresso</td>
<td>Ships Today</td>
<td>$3,095.00</td>
<td>$2,463.62</td>
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<td>Compact L Desk with Hutch</td>
<td>Classic Cherry/Soft Black Accents</td>
<td>Ships Today</td>
<td>$949.00</td>
<td>$755.40</td>
<td>$1,510.80</td>
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<tr>
<td>GSA GREEN 58</td>
<td>38</td>
<td>Mid Back Mesh Chair</td>
<td>Black Pro-grid Back/Black Mesh Fabric Seat/Black Base (new arm button)</td>
<td>Ships Today</td>
<td>$229.00</td>
<td>$150.44</td>
<td>$5,716.72</td>
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<td>GSA 34391</td>
<td>8</td>
<td>2 Drawer Mobile Pedestal</td>
<td>Classic Cherry/Soft Black</td>
<td>Ships Today</td>
<td>$209.00</td>
<td>$166.36</td>
<td>$1,330.88</td>
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<tr>
<td>GSA 30475</td>
<td>2</td>
<td>Lateral File with Hutch</td>
<td>Classic Cherry/Soft Black</td>
<td>Ships Today</td>
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<td>$473.62</td>
<td>$947.24</td>
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<tr>
<td>GSA 32797</td>
<td>32</td>
<td>Bookcase 42&quot;h No Casters</td>
<td>Black</td>
<td>1-2 Wks</td>
<td>$229.00</td>
<td>$157.61</td>
<td>$5,043.52</td>
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</tbody>
</table>

| Merchanise                  | $49,058.00 |
| Total Discount              | $12,937.40 |
| Merchandise Subtotal        | $36,120.60 |
| Shipping & Handling         | $4,418.16  |
| Installation Services       | $10,698.00 |
| **Subtotal**                | **$51,236.76** |
| Total Tax                   | $0.00      |
| **Order Total**             | **$51,236.76** |

**Quoted By:** LUCY ESTABROOK  **On:** 3/18/2013

**Important Information:**

**Items marked with the GSA Logo are under TXMAS contract TXMAS-8-711030 and have a 20.4% discount.**

Pricing is based on items and quantities quoted. Any changes will affect quoted price.

Price reflects quoted discount, valid for 90 days from 3/18/2013.

Please Reference Quote# QA178327 (v5) when placing your order.

Quotations and drawings are property of National Business Furniture. Copyright 2013.

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**WHY BUY from National Business Furniture?**

**Huge Selection**
You choose from over 10,000 Items.

**FREE Lifetime Guarantee**

**Fast Shipping**
88% of our products are In-Stock and to you in 1-2 weeks.
Texas Southmost College: Tables and Chairs
Quote Number: 13STL-167903/C

CREATED 3/5/2013
REVISED 3/8/2013
Valid Through 6/3/2013

KI is pleased to present the enclosed quotation.
The following items are included:
• Detailed PO requirements
• Quote Summary
• Itemized Quote

For an environmentally friendly option, please consider printing only the pages you need in black ink.

David Gafrick
Sales Rep
david.gafrick@ki.com
(713) 880-2329

Sean LeCloux
Inside Sales Specialist
sean.lecloux@ki.com
920-468-8100
Final Considerations:

To ensure your Purchase Order (PO) is processed quickly and efficiently, please adhere to the following requirements:

1. All purchase orders must be issued to KI or KI c/o the dealer with this address:
   KI
   1330 Bellevue Street
   Green Bay, WI 54302

2. The following items must be included on all purchase orders:
   - Sold To/Bill To Information: complete legal name, address, telephone number and fax number
   - Ship To Information: complete legal name, address, contact name, contact phone number
   - Purchase Order Number: a customer-specific identifier, typically a sequential purchase order number or requisition number
   - Issue Date: date the purchase order was issued
   - Sales Tax: applicable sales tax will be added upon KI invoicing. If tax exempt, customer must provide or have the tax exempt certificate on file at KI
   - Purchase Order Total: total of all items and services included on the purchase order
   - Authorization: signature of authorized purchasing agent or buying entity
   - Order Details: reference a fully optioned KI quote (ex: 11KGH-85432) or include all the information listed below
     - Quantity of each item
     - Complete model number, including all finish and option information (by line item)
     - Net purchase price (by line item)
     - Extended net purchase price (all line items)
     - Any additional applicable charges (ex: installation and/or delivery charges)
     - Contract name and/or number if pricing is based on a contract reference

3. Signatures on a quote or a worksheet cannot be accepted as a purchase order.

4. In the event that you do not have a formal Purchase Order process, please contact your KI Sales Representative or call 1-800-424-2432, and we will assist you with creating a PO.

We appreciate your cooperation in providing us with all the required information listed above on your Purchase Order. Complete information helps us serve you better. Thank you for your order.

Purchase Orders that do not meet these requirements will be placed on hold until complete information is received by KI. Purchase orders on hold are not released to manufacturing or assigned a delivery date. KI order lead times begin once the order is released to manufacturing.
Texas Southmost College: Tables and Chairs
Quote Number: 13STL-167903/C

CREATED 3/5/2013
REVISED 3/8/2013
Valid Through 6/3/2013

PRODUCT TOTALS $35,592.30
Other- See Quote Details $0.00
GRAND TOTAL $35,592.30

KI Offers A Lease Finance Option For All of Your Furniture Needs. Contact Us For A Quote.

Contract Number 3-7110400
Contract Description TXMAS

Requested Delivery Date To be Determined
Sold To Texas Southmost College

End User Texas Southmost College

Ship To To be Determined

Installation To be Determined

Client Notes:
Changes in fabrics, finishes, and quantities may affect pricing
Estimated lead-times: 3-5 weeks
Freight included
Installation included
TXMAS - This quote reflects end user pricing. Dealer receives 5% accrual.
TXMAS Administration Fee is included in this quote.
TXMAS contract number: 3-7110400

Customer represents that the product information contained within this quote is complete and accurate. Changes to quantities and/or options/finishes will affect this quote. If applicable, other charges such as freight, tax, installation and/or delivery fees may be added at time of order.

Sales resulting from purchase orders issued by the customer to KI (Whether related to this quotation or otherwise) are governed and controlled by the Terms and Conditions found at www.KI.com/terms

准备 by Sean LeCloux
“Reference Only”
Market Code: 1=1=University & College

Opportunity #: 167903
Quote Filename: Texas Southmost College: Tables and Chairs - 13STL-167903

Proj Num - 13STL-167903/C
Model Opt: Y GSA: N
Proj Totals: Y
Pricing Selection: Net Only

David Gafrick
Sales Rep
david.gafrick@ki.com
(713) 880-2329

Sean LeCloux
Inside Sales Specialist
sean.lecloux@ki.com
920-468-8100
<table>
<thead>
<tr>
<th>Line</th>
<th>Model</th>
<th>Qty.</th>
<th>Sell Price</th>
<th>Extended Total</th>
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<tbody>
<tr>
<td>1.2</td>
<td>HUN2460-ME</td>
<td>30</td>
<td>$591.89</td>
<td>$17,756.70</td>
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<tr>
<td></td>
<td>Hurry Up Tbls, Flp-Tp-Nst, 24x60&quot;, Rect, Urethane edge</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Edge Color: Warm Grey edge</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Surface Finish: KI Laminates</td>
<td></td>
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<tr>
<td></td>
<td>KI Laminates: SILICON EVOLVE 4811-60</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Base Finish: Chrome</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Base Option: 4 casters (2 locking) black</td>
<td></td>
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<tr>
<td></td>
<td>Modesty Panel Option: Fabric modesty panel</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Ganging: No ganging kit</td>
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<tr>
<td></td>
<td>Grommet or PowerUp Option: 2 Modules L/R positions (includes wire management)</td>
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<td></td>
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</tr>
<tr>
<td></td>
<td>PowerUp Module Color: No color</td>
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<td></td>
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<tr>
<td></td>
<td>PowerUp Cord Length: 15' cord length</td>
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</tr>
<tr>
<td></td>
<td>Options: TBD</td>
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</tr>
<tr>
<td></td>
<td>Price Description: GSA/Contract</td>
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<tr>
<td></td>
<td>Tag 1</td>
<td>WorkGroup Product Subtotal</td>
<td>$17,756.70</td>
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</tr>
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</table>

| 2.1  | SWNA | 160  | $73.10    | $11,696.00     |
|      | Strive High Density Sled Base, Poly, Armless Chair | | | |
|      | SELECT FRAME COLOR: Chrome | | | |
|      | SELECT POLY SEAT & BACK COLOR: (STD) CA 117 Foam and Fabric | | | |
|      | SELECT POLY SEAT & BACK COLOR: Splash | | | |
|      | SELECT GLIDE OPTION: Polycarbonate glides | | | |
|      | Select Carton Options: Shipping rack - 50 per | | | |
|      | Price Description: GSA/Contract | | | |
|      | Tag 1 | WorkGroup Product Subtotal | $11,696.00 |

| 2.2  | VXLN | 10   | $263.96   | $2,639.60      |
|      | Versa Extra Large Four-Leg Armless Chair, Uph, Nonganging | | | |
|      | SELECT FRAME COLOR: Chrome | | | |
|      | VERSA XL UPHOL: (STD) CA 117 Foam and Fabric | | | |
|      | VERSA XL UPHOL: Group 2 Vinyl | | | |
|      | G2V Vinyl: 2V STRATOSPHERE | | | |
|      | 2V STRATOSPHERE: MYSTIC BLUE | | | |
|      | SELECT GLIDE OPTION: Steel glides (standard) | | | |
|      | Price Description: GSA/Contract | | | |
|      | Tag 1 | WorkGroup Product Subtotal | $2,639.60 |

| 4.1  | Installation | 1    | $3,500.00  | $3,500.00      |
|      | Installation provided by KI Corporate Services | | | |
|      | Installation services: Based on Standard/SCA wages | | | |
|      | performed during regular business hours (7:00am – 5:00pm) Monday-Friday | | | |
|      | Project to be completed in one complete and continuous phase | | | |
|      | Cost includes all waste removal from site | | | |
|      | KI not responsible for connection of phone and data lines to the building | | | |
|      | Additional charges may apply when unusual unloading conditions exist | | | |
|      | Failure to comply with any of the above will result in additional costs | | | |
|      | Price Description: Delivered/Open Market | | | |
|      | Tag 1 | WorkGroup Product Subtotal | $3,500.00 |

Product SubTotal: $35,592.30
Sales Tax (For Shipment within the United States Only): Estimated sales/use tax will be calculated when order is entered. It is the customer’s responsibility to pay any applicable sales/use tax due upon invoicing. A customer will not be charged sales tax if (1) a Resale Certificate, (2) an Exempt Organization Certificate, or (3) a Direct Pay permit is on file with KI’s Finance Department. If no certificate is on file, the appropriate sales/use tax rate in effect at shipment will be applied and tax will be added to the customer’s invoice.

<table>
<thead>
<tr>
<th>Estimated Sales Tax:</th>
<th>See Note Below</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quote Total:</td>
<td>$35,592.30</td>
</tr>
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</table>

Page: 4 of 4
Establishment of TSC’s “One-Stop” Student Services Center

Mike Shannon
Associate Vice President of Student Services
By fall 2017, Texas will significantly improve the success of underprepared students by addressing their individualized needs through reliable diagnostic assessment, comprehensive support services, and non-traditional interventions, to include modular, mainstreaming, non-course competency-based, technologically-based, and integrated instructional models.
The mission of the College Preparatory Studies Division at TSC is to assist in students' cognitive and affective development in order to help them attain their academic and professional goals and to promote lifelong learning.

What research tells us about Developmental Education students:

1. Accelerated programs are well suited for students who are on close to college-level instruction. These students, in particular, seem to be most able to benefit from a compressed learning experience that accelerates them to gatekeeper courses.

2. The more developmental courses that students are required to take in a specific subject, the less likely they are to complete the sequence and pass the gatekeeper course.

3. The longer developmental students stay enrolled in developmental education programs, the less likely they are to complete the sequence and pass the gatekeeper courses.
Pre-Assessment Activities

Testing: Texas Success Initiative (TSI) Assessments

Meets TSI: EXIT DE
Does not meet TSI

Does not meet TSI

2nd Tier Assessments
- Interviews
- High School/College Transcripts
- TSC faculty developed assessments

Passes EXIT DE with Structured Learning Assistance

Non-Course Competency-Based Options (NCBO)

Placed into DE sequence

Successfully completes NCBO: EXIT DE with Structured Learning Assistance

Not successful: Placed into DE sequence

Developmental Education Sequence

MATH

Placed into Introductory Algebra (8 weeks) → Placed into Intermediate Algebra (8 weeks) → EXITS DE

Placed into Intermediate Math & Contemporary Math or College Algebra (16 weeks)

READ

Placed into College Reading II (8 weeks) → Placed into Integrated Reading & Writing (8 weeks) → EXITS DE

Placed into Integrated Reading & Writing & History I (16 weeks)

ENGL

Placed into Writing Skills II (8 weeks) → Placed into Integrated Reading & Writing (8 weeks) → EXITS DE

Placed into Integrated Reading & Writing & Composition I (16 weeks) → EXITS DE
By providing students with these services, TSC is meeting the following DE goals:

1) Maintain academic/content standards which will enable learners to acquire the competencies needed for success in mainstream college courses.
2) Continually refine curriculum and implement instructional delivery techniques based on research and best practices as determined by the latest research and pedagogies utilized by developmental experts.
3) Enhance program development by developing an effective program assessment and evaluation system.
4) Promote collaboration between developmental and non-developmental faculty on academic and curricular issues to enhance the quality teaching for students, as well as encourage the transfer of learning strategies and skills.

Thank you!

Contact Information:
Angelica M. Fuentes, Ph.D.
956-295-3375
angelica.fuentes@utb.edu
February 26, 2013

VIA EMAIL  ruben.obell@house.state.tx.us (2 Pgs)
Representative Eddie Lucio, Ill
Room E2.808, Capitol Extension
P.O. Box 2910
Austin, Texas 78768

RE:  Funding for Texas Southmost College

Dear Representative Lucio:

The Brownsville Chamber of Commerce and its more than 850 members express steadfast support for the reestablishment and full funding of Texas Southmost College (TSC) as a comprehensive, public community college.

For the past three years the Brownsville Chamber of Commerce has participated in a community-wide effort on a mission to double the number of low-income students that strive and succeed at postsecondary education and gain stable employment at a living wage. We’re all about people, connections and teamwork. We believe that by working together with educators, future employers, local leaders, parents, friends, mentors and believers; we can transform Brownsville by 2025. We have accomplished much but our work is still not complete and we need Texas Southmost College as a vital partner.

During our journey, we learned many things...such as...college graduates earn more. Among all workers, those with postsecondary credentials on average earned about $20,000 more per year than workers with only a high school diploma or a General Education Development Certificate (GED). 2012 Census.

Degrees lead to jobs... “By 2018, 63 percent of all American job openings will require some sort of postsecondary education.” – 2010 Study by Georgetown University.

Job security and education... According to the Bureau of Labor Statistics, the unemployment rate for adults without postsecondary education is 11.7%, compared to 6% for those who have at least some college credit.

From the business community’s perspective, education and economic development are interdependent. Our communities can only develop and grow when education is accessible and affordable. The educational disparities that face the population in Cameron and Willacy Counties have been of national concern. The Chamber believes if properly funded TSC will continue to address workforce readiness issues that have faced the region. Additionally, Texas Southmost College will support our economic wellbeing offering much needed technical programs leading to associate degrees or certificates along with courses specializing in college preparatory and developmental education, essential workforce training, adult literacy, and continuing education.
At the Brownsville Chamber of Commerce we know how education can transform a community and we have seen the kind of success created when area entrepreneurs are given the ability to meet their potential through the benefits of education and we are confident Texas Southmost College will play a vital role by harnessing the energies and talents of a population eager to contribute to the region in meaningful ways.

Again, your strong support of full funding for Texas Southmost College is critical to the economic survival of the area and to the State of Texas.

Sincerely,

[Signature]

Angela R. Burton, IOM, CPM
President/CEO
A RESOLUTION AFFIRMING SUPPORT FOR THE REESTABLISHMENT AND FULL FUNDING OF TEXAS SOUTHMOST COLLEGE AS A COMPREHENSIVE, PUBLIC COMMUNITY COLLEGE

WHEREAS, the Brownsville Chamber of Commerce (BCOC) is a member driven business organization whose principal mission is to advance the business interests of its members through leadership, civic engagement, promotion, support and advocacy; and

WHEREAS, for the past three years the Brownsville Chamber of Commerce has participated in a community-wide effort on a mission to double the number of low-income students that strive and succeed at postsecondary education and gain stable employment at a living wage; and

WHEREAS, among all workers, those with postsecondary credentials on average earned about $20,000 more per year than workers with only a high school diploma or a General Education Development Certificate (GED); and

WHEREAS, according to a study by Georgetown University, by 2018, 63 percent of all American job openings will require some sort of postsecondary education, and

WHEREAS the unemployment rate for adults without postsecondary education is 11.7%, compared to 6% for those who have at least some college credit; and

WHEREAS, the Brownsville Chamber of Commerce recognizes education and economic development are interdependent and communities can only develop and grow when education is accessible and affordable; and

WHEREAS, the Brownsville Chamber of Commerce believes if properly funded Texas Southmost College will continue to address workforce readiness issues as well as offer much needed technical programs leading to associate degrees or certificates along with courses specializing in college preparatory and developmental education, essential workforce training, adult literacy, and continuing education; and

NOW, THEREFORE, BE IT RESOLVED that the Brownsville Chamber of Commerce unanimously expresses strong support of full funding for Texas Southmost College as it is critical to the economic wellbeing of the region and the State of Texas.

Done this 27th day of February, 2013

ATTEST:

Angela R. Burton, IOM, CPM
President/CEO

Alex Martinez
Chairman of the Board