



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>

Official Notice of the

**Texas Southmost College District
Regular Meeting**

**For
May 15, 2008**

Posted
May 12, 2008

AGENDA

ACCEPTED FOR FILING
CAMERON COUNTY
2008 MAY 12 P 4:51
JOE G. RIVERA
COUNTY CLERK

Board of Trustees

Chester Gonzalez

Chair

Rosemary Breedlove

Vice Chair

Eduardo A. Campirano

Secretary

Jose A. Herrera, Jr.

David G. Oliveira

Roberto Robles, M.D.

Dolly Zimmerman

UTB/TSC President

Juliet V. Garcia, Ph.D

The Board of Trustees of the Texas Southmost College District will convene **Thursday, May 15, 2008 at 5:30 p.m.** in the Gorgas Board Room of Texas Southmost College, 80 Fort Brown, Brownsville, Texas 78520.

Call to Order

1. Resolution

Consideration and possible action on:

Resolution Honoring Ms. Dolly Zimmerman for her 13 Years of Service to the Board

2. Executive Session

as provided by Government Code, Chapters 551.071-7

Real Estate

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 4004, Type C, Building 4, Phase I, Brownsville, Texas

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 4003, Type C, Building 4, Phase I, Brownsville, Texas.

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 6008, Type D, Building 6, Phase I, Brownsville, Texas.

Contract and Resolution for Purchase of Lot 8, Block 13, Colonia Alta Vista Subdivision, Brownsville, Texas.

Discussion of Construction Project Issues

Legal Matters

3. Consideration and Possible Action on Matters Discussed in Executive Session

Real Estate

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 4004, Type C, Building 4, Phase I, Brownsville, Texas

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 4003, Type C, Building 4, Phase I, Brownsville, Texas.

Contract and Resolution for Purchase of Fort Brown Villas Condominium Unit 6008, Type D, Building 6, Phase I, Brownsville, Texas.

Contract and Resolution for Purchase of Lot 8, Block 13, Colonia Alta Vista Subdivision, Brownsville, Texas.

Legal Matters

Change Order (s) and Related Documents in Connection with the Recreation Education Kinesiology Center

**4. Approval of Minutes of
Previous Meeting**

Consideration and possible action on:

Regular Meeting April 24, 2008

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

6. Acceptance of Gift and Resolution

Consideration and possible action on:

Adoption of Resolution Naming The
Arts Center Orchestra Pit the ***IBC
Bank Orchestra Pit***

7. Board Briefing

Update on Bahia Grande Restoration
Partnership

8. District Elections

Election Update

9. Disposition of Items

Consideration and possible action on:

Authorization for Disposition of
Items at Annual Auction on May 31,
2008 to include TSC Vehicles and
Furniture

**10. Academic Affairs
Partnership Committee**

Report on New Programs & Institute
for Public Service

11. Construction Report

12. President's Report

13. Proposed Meeting Dates

**Monday, Special Meeting and
Workshop, May 19, 2008
Wednesday, June 25, 2008
July ****no meeting****
Thursday, August 28, 2008
Thursday, September 18, 2008**

14. Announcements

Adjournment

Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring an accommodation for access to the meeting must notify the Texas Southmost College District in writing 24 hours prior to the scheduled meeting of the necessity of an accommodation. Upon receipt of this request, the Texas Southmost College District will furnish appropriate auxiliary aids and services when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the Board meeting as non-handicapped individuals enjoy.

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Resolution

Dolly Zimmerman

THE STATE OF TEXAS §

COUNTY OF CAMERON §

TEXAS SOUTHMOST COLLEGE DISTRICT

RESOLUTION

A Resolution Honoring the Service of Trustee Dolly Zimmerman

WHEREAS, Dolly Zimmerman was appointed to the Texas Southmost College Board of Trustees in 1995; then elected in 1996 and again in 2002; and

WHEREAS, for the past 13 years she has been a passionate advocate for higher education and has devoted her service to the benefit of our students and institution; and

WHEREAS, she has served as Co-Chair of the Student Affairs Partnership Committee; and

WHEREAS, she was active on the Bond Advisory Committee for the Center for Early Childhood Studies and the Institutional Effectiveness Partnership Committee; and

WHEREAS, she was instrumental in taking the message to the voters in 2004 on the \$68 million bond election, emphasizing that the bonds were critical to meet the demand for higher education in our region; and

WHEREAS, each member of this Board believes it a special honor to recognize the service of our colleague and friend Dolly Zimmerman upon this occasion;

NOW THEREFORE BE IT RESOLVED, this the 15th day of May, 2008, that the Board of Trustees of the Texas Southmost College District hereby commends and pays tribute to Dolly Zimmerman for her dedication, commitment, and service to the College and the community.

BE IT FURTHER RESOLVED that a duly certified copy of this resolution be presented to Dolly Zimmerman and a copy be incorporated into the minutes of the Board of Trustees meeting of the Texas Southmost College District.

PASSED AND ADOPTED THIS 15TH DAY OF MAY 2008.

Chester Gonzalez
Chair

Rosemary Breedlove, Vice Chair

Eduardo A. Campirano, Secretary

David G. Oliveira, Trustee

Roberto Robles, M.D., Trustee

Jose Herrera, Trustee

Juliet V. Garcia, Ph.D.
UTB/TSC President

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Minutes
April 24, 2008

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

April 24, 2008

The Board of Trustees of the Texas Southmost College District convened in open session on April 24, 2008, at 5:30 p.m., in the Board Room of Gorgas Hall, Texas Southmost College. Board members present were Mr. Chester Gonzalez, Chair, Ms. Rosemary Breedlove, Vice Chair, Mr. Eduardo A. Campirano, Secretary, Dr. Roberto Robles, Mr. José A. Herrera, Jr., Ms. Dolly Zimmerman and Mr. David Oliveira. Also present was Dr. Juliet V. García, President of The University of Texas at Brownsville and Texas Southmost College.

Call to Order

1. Executive Session

as provided by Government
Code, Chapter 551.071-072

Real Estate

Electric Utility Easement to the Brownsville Public Utilities Board for the Center for Early Childhood Studies

Contract and Resolution for Purchase of Lot 25, Block 9, Colonia Alta Vista Subdivision, Brownsville, Texas

Contract and Resolution for Purchase of W ½ Lot 10, Block 14, Paredes Tract Addition, Brownsville, Texas

Legal Matters

The Board convened in Executive Session at 5:35 p.m.

The Board reconvened in Regular Session at 7:10 p.m.

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

Electric Utility Easement to the Brownsville Public Utilities Board for the Center for Early Childhood Studies

A motion was made by Mr. Campirano to approve Electric Utility Easement to the Brownsville Public Utilities Board. The motion was seconded by Dr. Robles and carried unanimously. *Exhibit "A"*

Contract and Resolution for Purchase of Lot 25, Block 9, Colonia Alta Vista Subdivision, Brownsville, Texas

A motion was made by Mr. Campirano to approve earnest money contract and resolution for the purchase of Lot 25, Block 9, Colonia Alta Vista Subdivision in the amount of \$30,000. The motion was seconded by Ms. Zimmerman and carried unanimously. *Exhibit "B"*

Contract and Resolution for Purchase of W1/2 Lot 10, Block 14, Paredes Tract Addition, Brownsville, Texas

A motion was made by Mr. Herrera to approve earnest money contract and resolution for the purchase of W1/2 Lot 10, Block 14, Paredes Tract Addition, Brownsville, Texas in the amount of \$22,500. The motion was seconded by Mr. Oliveira and carried unanimously. *Exhibit "C"*

3. Approval of Minutes of the March 27, 2008, meeting

**Consideration and possible action
on Minutes of the March 27, 2008, meeting**

A motion was made by Mr. Campirano to approve the minutes of the Regular Meeting of March 27, 2008. The motion was seconded by Mr. Herrera and carried unanimously. *Exhibit "D"*

4. Speakers to Agenda Items and Public Discussion

There were no speakers.

5. Acceptance of Gift

Dr. Ruth Ann Ragland, Vice President for Institutional Advancement, announced the acceptance of a gift for Teaching Studio E at the Arts Center from Dr. Roberto and Perla Robles. She presented a brief biography of the donors, recognizing them as strong advocates for the Arts for their dedication and support for our students, the Patron of the Arts Program at UTB/TSC, and our community.

Mr. Chester Gonzalez, Chair, read the Resolution honoring Dr. Roberto and Perla Robles.

Consideration and possible action on the Adoption of Resolution Naming The Arts Center Teaching Studio E *The Dr. Roberto and Perla Robles Teaching Studio*

A motion was made by Mr. Herrera to adopt the Resolution for the Naming of the Arts Center Teaching Studio E, *The Dr. Robles and Perla Robles Teaching Studio*. The motion was seconded by Ms. Zimmerman and carried unanimously. Dr. Robles abstained. *Exhibit "E"*

6. Board Briefing

Dr. Gayle Brogdon, Interim Dean of School of Education, introduced Dr. Steve Rosales, who provided a brief summary on the Early College High School initiative, which is in the preliminary stages. Dr. Rosales noted that the program identifies 400 high school students who will take college level courses from their freshman to senior year, allowing them to earn an Associates Degree in addition to their high school diploma. He called on Dr. Salvatore Cavazos, Assistant Superintendent of the Brownsville Independent School District, to provide additional information. Dr. Rosales noted that the classes would be located at the Clearwater Campus and after two years transition to the ITEC Campus. He added that the program had been awarded \$400,500 in funds and that an additional grant of \$400,000 had just been awarded by the Greater Texas Foundation for a total of \$800,500. A proposal has been submitted to the EDA to fund the build-out.

No action necessary.

7. District Elections

Chairman Gonzalez introduced Mr. Alan Peakes, Assistant Vice President for Facilities and Services to make a report.

**Consideration and possible action for authorization
to Approve Contract for Election Services.**

Mr. Peakes reported that the District will have an election on May 10, 2008, for two positions, Place 1 and Place 2. The District's Election Agent received the contract from the Cameron County Elections Administrator, reflecting an estimated cost of \$78,569.70 for the election.

A motion was made by Ms. Zimmerman to authorize the District's Election Agent to approve contract with Cameron County Elections Administrator to conduct election services for the May 10, 2008, election as presented. The motion was seconded by Mr. Campirano and carried unanimously. Exhibit "F"

8. Business Affairs Partnership Committee

Report

Mr. Eduardo Campirano reported that the Business Affairs Partnership Committee met on April 24, 2008. He noted that the committee discussed the Request for Proposal for General Property Insurance, and the budget amendments for fiscal year 2008. The committee reviewed and recommended the following item:

**Consideration and possible action on
Requests for Proposal for General Property Insurance**

Mr. Campirano introduced Ms. Rosemary Martinez, Vice President for Business Affairs, to introduce this item. She noted that one year ago the Board approved TSC's participation in the UT System Insurance Pool, allowing \$500,000 in savings to the District. Ms. Martinez introduced Mr. Phillip Dendy, Office of Risk Management from UT System, to expand on the presentation.

Mr. Campirano informed the Board that UT System Pool requires that the District acquire windstorm insurance. The District sent out a request for proposals, which was due on April 17, 2008. He introduced Dr. David Pearson, Vice President for Partnership Affairs, to present this item.

A motion was made by Mr. Campirano to approve payment to UT System in the amount of \$227,923 for participation in the Comprehensive

Property Protection Plan (CPPP) for Fire and All Other Perils and Named Windstorm and Flood Coverages. A motion was seconded by Mr. Oliveira and carried unanimously. Exhibit "G"

A motion was made by Mr. Campirano to accept proposal from R.N. Jones Agency, Inc., for General Property Insurance beginning May 1, 2008, through April 30, 2009, in the amount of \$558,140 as presented. The motion was seconded by Dr. Robles and carried unanimously. Exhibit "H"

**Consideration and possible action on
Approval of Budget Amendments for Fiscal Year 2008**

Mr. Campirano reported on several Budget Amendments. He noted that budget amendment #08-001 adjusts expenditures in the General Fund; budget amendment #08-002 transfers funds in the 2002/2006 General Revenue Bond Debt Service Fund to Campus Facilities; and budget amendment #08-003 transfers funds from the 2002/2006 General Revenue Bond Debt Service Fund and adjusts expenditures for property acquisitions in the Campus Facilities Fund.

A motion was made by Mr. Campirano to approve budget amendments #08-001, #08-002, and #08-003 for Fiscal Year 2008 as presented. The motion was seconded by Ms. Zimmerman and carried unanimously. Exhibit "I"

9. Audit

**Consideration and possible action
for Proposal for Annual Financial Audit**

Mr. Gonzalez introduced Ms. Melba Sanchez, Assistant Vice President for Finance, to present this item. Ms. Sanchez reported that in May 2007, the District awarded Long Chilton, LLP the contract for audit services for the fiscal year ending August 31, 2007, with an option to extend for two years. She informed the Board that the staff is pleased with Long Chilton, LLP's service and has had a successful relationship with this firm. With the assistance of Long Chilton the District submitted a Comprehensive Annual Financial Report for FY 2007 to the Government Finance Officers Association (GFOA) for certification. Ms. Sanchez added that although policy allows to change audit firms every year, it is not mandated and would be both costly and inefficient to do so at this time.

A motion was made by Ms. Zimmerman to select Long Chilton, LLP to conduct the District's audit for Fiscal Year 2007-2008 for \$32,235 with an

option to renew for one additional year. The motion was seconded by Mr. Herrera and carried unanimously. Exhibit "I"

10. Physical Facilities Committee

Report

Ms. Rosemary Breedlove reported that the Physical Facilities Committee met on April 21, 2008. The committee discussed the approval of the schematic design for the Science and Technology Learning Center. The Committee also received a report on the selection of engineering firms to conduct test and balance for construction projects, and a report on the renovation of the Commissary building. The committee recommended the following item:

Consideration and possible action on Approval of Schematic Design for the Science and Technology Learning Center

Ms. Breedlove introduced Provost, Dr. Jose Martin, who informed the Board that the Schematic Design for the facility has been completed. Dr. Martin introduced Don Hensley of SHW Group to elaborate.

Mr. Hensley informed the Board that the new building is projected to contain approximately 60,000 gross sq. ft. of interior space. The facility will be comprised of two academic wings. The north wing will be three stories and will include Biomedical research labs, support and office space and a Community Outreach Center. A partial third floor will contain the Emergency Response Center. The south wing will be two stories and will include general classrooms, laboratories, and office space for the Allied Health department. Mr. Stevens also informed the committee that the buildings conform to regional climate concerns and campus aesthetics, and otherwise conform to the 2020 Master Plan.

A motion was made by Dr. Robles to approve the Schematic Design for the Science and Technology Learning Center as presented. The motion was seconded by Mr. Herrera and carried unanimously.

Exhibit "J"

11. Second Quarter Financial Statement and Investment Report for FY 2008

Ms. Melba Sanchez, informed the Board that the 2nd Quarter Financial Statements and Investment Report for FY 2008, are included in the binders for the Board's review as required by the TSC Board Policy (Section V, College Business).

No action necessary.

12. Construction Report

Dr. Pearson reported the following:

- Cavalry Building renovations are ongoing.
- There are 100 new parking spaces on Jackson/21st and 24th Street. The curbs are in place, the entrances are installed, and the asphalt will be completed by next month. The trees on the sites were kept for landscaping.
- The Commissary Building renovations are underway. The interior brick has been revealed and the original beams are exposed, both of which add to the historical character of the building.
- Five ft. of roof has been removed from the Commandant's Quarter's, exposing the original 1 1/2 storey structure. Mr. Larry Lof is providing supervising the renovation project.

Ms. Mendez reported the following:

- The electrical lines are in and the installation of the steel beams for the New Classroom is complete.
- Fireproofing on the REK Center will be applied next week. The rail for the running track is being installed.
- The drilling crane is on site in preparation for the installation of 145 piers for the Arts Center.
- Renovation continues at the ITEC Campus.

12. President's Report

Dr. García reported the following:

- The National Institute of Health, National Institution of Medical Science, has just awarded a 1.1 million grant to the Minority Biomedical Research Support Research Initiative for Scientific Enhancement program. MBRS RISE has been providing our students with opportunities in biomedicine research that enable them to become effective research scientists. Dr. Garcia congratulated Dr. Eldon Nelson, Dean of College of Health Sciences.
- The Distinguished Alumnus ceremony is scheduled for May 9, 2008, at SET-B Lecture Hall, at 6:00 pm. The recipients of this year's award are Dr. Ciro Sumaya and Dr. Ruben Gallegos.

13. Proposed Meeting Dates

Thursday, May 15, 2008

Thursday, June 26, 2008

July 2008 No Meeting
Thursday, August 28, 2008
Thursday, September 18, 2008

14. Announcements

Dr. Juliet Garcia introduced Dr. Mari Fuentes-Martin, Dean of Students, who introduced the award winning *Collegian* staff. Additionally, Dr. Fuentes-Martin introduced Dr. Eugenia Curet as the new Director of Student Services. Dr. Garcia congratulated Dr. Curet on her new position and thanked Ms. Karen Fuss-Sommer for her work in as Interim position as Director of Student Health Services.

Adjournment

The meeting was adjourned by Mr. Gonzalez at 9:05 p.m.

Mr. Chester 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 24, 2008, is on file at the District Office of the Texas Southmost College District. The master tape is on file at the UTB/TSC Media center. These minutes were taken and transcribed by Gloria Miranda, Administrative Assistant. 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.

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Resolution

IBC BOP

THE STATE OF TEXAS §

COUNTY OF CAMERON §

TEXAS SOUTHMOST COLLEGE DISTRICT

RESOLUTION

WHEREAS, International Bank of Commerce, Inc. and its Board of Directors are outstanding friends of The University of Texas at Brownsville and Texas Southmost College; and

WHEREAS, International Bank of Commerce, Inc. and its Board of Directors have sponsored musicians, artists and crafts people from throughout the United States and Mexico to showcase their work and talents in our community; and

WHEREAS, International Bank of Commerce, Inc. and its Board of Directors are dedicated to the development of the Arts and believe strongly that all people should have the opportunity to experience high quality performances and programming; and

WHEREAS, the visual and performing arts at The University of Texas at Brownsville and Texas Southmost College and in our community will be nurtured and showcased in The Arts Center for many years to come;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Texas Southmost College District that Orchestra Pit in The Arts Center will be named

The IBC Bank Orchestra Pit

ADOPTED this 15th day of May 2008.

Chester Gonzalez
Chair, Board of Trustees

Eduardo A. Campirano
Secretary, Board of Trustees

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TSC Vehicles



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: Physical Plant / VPPA	Board Meeting Date:
Agenda Item: Disposal of Items.	
Rationale/Background: #7 - 1990 cargo van asset # 26444 – Vehicle body has heavy rust, leaks inside, age. #15 - 1988 Suburban asset # 24412 – Vehicle body has heavy rust, leaks inside, age #17 - 1988 Astro Van asset # 22358 – electrical problems, age, motor problems Furniture	
Recommended Action: We have concluded that these vehicles and furniture are no longer usable. We recommend that they be sold at the May 31, 2008 UTB auction.	
Fiscal Implications:	Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If no, explain:
Attachments (list):	

FOR OFFICE USE ONLY:

Board Action: Approved: Yes No N/A Tabled for action on: _____

Certified by: _____ **Title:** _____ **Date:** _____



#15 - 1988 Suburban asset # 24412 – Vehicle body has heavy rust, leaks inside, age



#17 - 1988 Astro Van asset # 22358 – electrical problems, age, motor problems

