



TEXAS SOUTHMOST COLLEGE DISTRICT
THE UNIVERSITY OF TEXAS AT BROWNSVILLE and TEXAS SOUTHMOST COLLEGE

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FILED AND RECORDED
OFFICIAL PUBLIC RECORDS
On Dec 17, 2007 at 08:44A

Joe G Rivera
County Clerk
By
Yazmin Hernandez, Deputy
Cameron County

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

Official Notice of the

**Texas Southmost College District
Regular Meeting**

**for
December 20, 2007**

Posted
December 17, 2007

AGENDA

The Board of Trustees of the Texas Southmost College District will convene **Thursday, December 20, 2007 at 5:30 p.m.** in the Gorgas Board Room of Texas Southmost College, 80 Fort Brown, Brownsville, Texas 78520.

Call to Order

- 1. Administering of
Oath of Office to
Newly Appointed Trustee**

José A. Herrera, Jr.

**Recess
Reception—Rose Garden
Reconvene**

2. Executive Session

Real Estate

as provided by Government Code,
Chapter 551.074

Contract and resolution for purchase of
Lot 7, Block 13, Paredes Track
Addition, Brownsville, Texas

Electric Utility Easement to the
Brownsville Public Utilities Board for
the Recreation, Education and
Kinesiology Complex

Discussion on property adjacent to
Campus

Discussion on request for right of entry
to college property

Legal Matters

**3. Consideration and possible action
on matters discussed in Executive Session
Real Estate**

Contract and resolution for purchase of
Lot 7, Block 13, Paredes Track
Addition, Brownsville, Texas

Electric Utility Easement to the
Brownsville Public Utilities Board for
the Recreation, Education and
Kinesiology Complex

**4. Approval of minutes of
previous meeting**
Consideration and possible
action on:

Regular Meeting November 29, 2007

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

**6. Institutional Effectiveness
Partnership Committee**
Consideration and possible
action on:

Report

Strategic Plan Framework

**7. Business Affairs
Partnership Committee**
Consideration and possible
action on:

Budget amendments for FY 2007
Acceptance of Comprehensive Annual
Financial Report and Audit for Texas
Southmost College District for FY
ending August 31, 2007

**Report on Annual Financial Report for
TSC Foundation, Inc. for FY ending
August 31, 2007**

8. Physical Facilities Subcommittee
Consideration and possible
action on:

Report

Competitive sealed proposals for
reprographic services
Selection of a firm to plan, finance,
construct and operate a housing and
dining facility

9. Committees of the Board
Consideration and possible
action on:

Appointment of Trustee to Partnership
Committee

10. District Elections
Consideration and possible
action on:

Appointment of Agent for District
Elections: May 10, 2008

**11. Fourth Quarter Financial Statements
and Investment Report**

12. Construction Report

13. President's Report

14. Proposed Meeting Dates

Thursday, January 17, 2008
Thursday, February 28, 2008
Thursday, March 27, 2008
Thursday, April 17, 2008

15. 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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TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: TSC District Office	Board Meeting Date: December 20, 2007
Agenda Item: Consideration and possible action on minutes of previous meeting	
Rationale/Background: The draft minutes for the Regular Meeting of November 29, 2007 are attached for your review.	
Recommended Action: Motion to approve the minutes of the November 29, 2007 meeting as presented.	
Fiscal Implications: Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If no, explain:	
Attachments (list): Draft of November 29, 2007 minutes	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

November 29, 2007

The Board of Trustees of the Texas Southmost College District convened in open session on November 29, 2007, 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, and Ms. Dolly Zimmerman. Absent was 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 551.072

Personnel

Appointment of Trustee to Fill Board
Vacancy

The Board convened in Executive Session at 6:04 p.m.

The Board reconvened in Regular Session at 6:22 p.m.

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

Appointment of Trustee to Fill Board Vacancy

Chairman Gonzalez requested nominations to fill Place 1, which was vacated by Mr. Roman "Dino" Esparza. He stated that the person appointed to Place 1 will serve until the next scheduled election, which will take place on May 10, 2008, at which time that person may choose to run to fill the remaining two years of the term.

A motion was made by Dr. Robles to appoint Mr. José A. Herrera, Jr. to Place 1 of the Texas Southmost College Board of Trustees. The motion was seconded by Mrs. Breedlove and carried unanimously.

3. Approval of Minutes of Previous Meeting

Consideration and possible action on Minutes of Regular Meeting on October 25, 2007

A motion was made by Mr. Campirano to approve the Minutes of the Regular Meeting on October 25, 2007. The motion was seconded by Ms. Zimmerman and carried unanimously.

4. Speakers to Agenda Items and Public Discussion

Mr. Allan Clark, Associate Professor of Fine Arts, announced that the Music Department received full accreditation from the National Association of Music Schools. Mr. Clark pointed out the benefits that the Music Building as proposed would bring to the UTB/TSC community.

Mr. Allan Brumley, a Harlingen resident and former Trustee of the Harlingen Consolidated Independent School District, shared his experience with building a deficient facility. Mr. Brumley stated that addressing deficiencies after a facility has been built was more expensive. Mr. Brumley encouraged the Trustees to approve the Music Building as proposed.

5. Board Briefing

Bravo Opera Company's Tenth Anniversary

Dr. Charles Dameron, Vice President for Academic Affairs, introduced Ms. Amy Brownlow, Director of the Bravo Opera Company. Mrs. Brownlow announced that the Bravo Opera Company celebrated its 10 year anniversary in November and presented a video of their celebration.

6. Public Hearing on Continuing Taxation of Goods in Transit

There were no speakers.

7. TSC District Taxes

Consideration and possible action on Resolution on Continuing the Taxation of Goods in Transit

Ms. Melba Sanchez, Assistant Vice President for Finance, explained that the 80th Legislature passed House Bill 621 allowing a property tax exemption of “goods in transit,” which is described as inventory stored in a location not owned by the owner of the goods. The Act allows governing bodies to adopt a resolution prior to January 1, 2008 to continue taxing these goods as before.

A motion was made by Ms. Breedlove to adopt the resolution regarding the continuing the taxation of goods in transit as presented. The motion was seconded by Ms. Zimmerman and carried unanimously. Exhibit “A”

8. Joint Business Affairs and Student Affairs Partnership Committees meeting

Consideration and possible action on Partnership Concordance Policy: Tuition and Fees

Ms. Zimmerman reported that the Student Affairs and Business Affairs Partnership Committees held a joint meeting on November 28, 2007. Members from both committees were present to consider the Partnership Concordance Policy with regards to the proposed Tuition and Fees for Fiscal Years 2009 and 2010. Dr. Dameron presented an overview of the tuition and fees setting process. Ms. Rosemary Martinez, Vice President for Business Affairs, reviewed the recommendations made by the Tuition Policy Advisory Committee. A copy of the presentation is attached to these minutes. *Exhibit “B”*

Chairman Gonzalez explained that per the District’s Partnership Concordance Policy, TSC shall have the same tuition and fees as UTB until otherwise determined by amendment to the policy by the Board of Trustees. There was no action taken.

9. Physical Facilities Subcommittee

Ms. Breedlove reported that the Physical Facilities Subcommittee met on November 19th to discuss the Guaranteed Maximum Price for the Music Hall Building and the proposed new funding allocation for construction projects. The committee also participated in the interviews for the two firms that responded to the Request for Proposals to plan, finance, construct and operate a housing and dining facility on campus.

**Consideration and possible action on
Acceptance of Guaranteed Maximum Price for Music Hall Building**

Mr. Pete Ed Garret, from Studio Red Architects, presented the current project details for the Music Hall Building and explained that it will serve multiple purposes benefiting both the visual and performing arts.

Mr. Gilbert Gallegos, from Broaddus & Associates, explained the adjustments made to the proposed Music Hall, which had increased the project construction cost.

A motion was made by Ms. Breedlove to authorize SKANSKA USA to proceed with Part II – Construction Phase Services for the Music Hall Building in the amount of \$21,084,574, and authorize the Assistant Vice President for Planning & Construction to execute the contract. The motion was seconded by Dr. Robles. Motion carried by four votes for and one vote against, cast by Mr. Campirano. Exhibit “C”

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

Dr. García explained that Institutional Advancement will work diligently in nurturing potential donors to secure the \$6.7 million needed to construct the Music Hall Building as approved by the Board. Dr. García added that should this task not be accomplished, the other option would be to draw \$3.5 million in Maintenance Tax Notes. The remaining \$3.2 million could be obtained by slowing down the pace of property acquisition and capital improvements, redirecting the budgeted amounts for those line items toward the Music Hall Building.

A motion was made by Ms. Breedlove to approve the funding allocation for the construction projects as presented. The motion was seconded by Dr. Robles and carried unanimously. Exhibit “D”

**Consideration and Possible Action on
Selection of a firm to plan, finance, construct
and operate a housing and dining facility**

Ms. Breedlove reported that the District solicited request for proposals (RFP) to plan, finance, construct and operate new student housing on campus. The RFP was for a new facility that would include 400 beds and other amenities. Staff also requested that the proposals include construction and management of a 10,000 square foot dining facility as an option for consideration. Responses were received from Collegiate Development and University Service Corporation on August 31, 2007. Ms. Breedlove stated that after conducting the interviews with the two respondents, staff requires additional time to evaluate the proposals. A formal recommendation will be presented at the December Board Meeting.

10. Resolution

Consideration and possible action on Resolution in Support of a Regional Convention/Events Center in Cameron County

Mr. Gonzalez read the resolution in support of a regional convention/events center in Cameron County.

A motion was made by Dr. Robles to adopt the Resolution in Support of a Regional Convention/Events Center in Cameron County as presented. The motion was seconded by Ms. Zimmerman and carried unanimously. Exhibit "E"

11. Construction Report

Dr. Pearson reported the following:

- Renovations continue in the Lightner Courtyard. Plant material is being installed, including live oaks.

Ms. Mendez reported the following:

- Construction at the REK Center is on schedule.
- The pouring of concrete at the REK Center continues as well as the installation of metal studs.
- The roof at the REK Center is close to completion.
- The site has been cleared for the New Library and Classroom buildings.
- Demolition work has begun at ITEC Campus. Roof replacement is about 50 percent complete.

12. President's Report

President García reported the following:

- Mr. Eduardo Rodriguez, a partner in the Brownsville law firm of Rodriguez, Colvin, Chaney & Saenz, and Chair of the UTB/TSC Development Board, was honored by the Texas Appleseed organization in Austin. He received the J. Chrys Dougherty Good Apple Award for his leadership in education, greater diversity in the legal profession, and pro bono service.
- Dr. Vince Solis, Assistant Vice President of Student Development, briefed the Board on a national award bestowed on the UTB/TSC Chess Team. Dr. Solis stated that the Chess team is currently ranked second in the state and seventh in the country, tied with Yale University and Harvard University. He announced

that the UTB/TSC Chess team has been named the 2007 Collegiate Chess Institution of the Year by the U.S. Chess Federation.

- Winter Commencement is scheduled for Saturday, December 22, 2007 at 10 a.m. at the Student Union Lawn. The keynote speaker will be TSC Trustee Ms. Dolly Zimmerman.

13. Proposed Meeting Dates

Board Meetings:

Thursday, December 20, 2007

Tuesday, January 22, 2008

Thursday, February 28, 2008

Thursday, March 27, 2008

Thursday, April 17, 2008

Mr. Gonzalez reviewed the dates with the Board

14. Announcements

- Dr. Garcia announced that the Sergio Bustamante Sculpture, *El Centro de Ti Mismo*, will be the campaign symbol for the Music Education Building fundraising effort.
- Mr. Gonzalez announced that the Scorpion Volleyball team advanced to the top ten NAIA Women's National Championship tournament by defeating Virginia College.

Adjournment

The meeting was adjourned by Chairman Gonzalez at 8:17 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 November 29, 2007 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 Claudia L. Cortina, Administrative Secretary. 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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TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: Institutional Effectiveness Partnership Committee	Board Meeting Date: December 20, 2007
Agenda Item: Consideration and possible action on Strategic Plan Framework	
Rationale/Background: UTB/TSC is in the process of developing a new strategic plan to serve the mission of the UBT/TSC partnership and to promote a culture of evidence based on continuous quality improvement model. In Spring 2007, UTB/TSC partnership identified and adopted five broad goals for the new UTB/TSC strategic plan. To meet these five goals and to ensure institutional effectiveness at UTB/TSC, the institutional Effectiveness Partnership Committee (IEPC) will provide the strategic directions and performance indicators, which would be used by the partnership for developing a framework for the new UTB/TSC strategic plan.	
Recommended Action: Motion to accept and endorse the framework for strategic plan including strategic directions and performance indicators as presented.	
Fiscal Implications: Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" 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:** _____

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Budget Amendments



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: Finance Office/Partnership Affairs	Board Meeting Date: December 20, 2007
Agenda Item: Consideration and possible action on Budget Amendments for Fiscal Year 2007	
Rationale/Background: Request for the following budget amendments: #07-013 to adjust expenditures in the Auxiliary Fund, #07-014 to adjust expenditures in the Campus Facilities Fund, and #07-015 to adjust revenue and expenditures in the General Fund. The budget amendments are necessary to cover anticipated expenditures through year end.	
Recommended Action: Motion to approve budget amendments #07-013, #07-014 and #07-015 for Fiscal Year 2007 as presented.	
Fiscal Implications: No Impact on Fund Balances.	Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If no, explain:
Attachments (List): Budget Amendments: 07-013, 07-014 and 07-015	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____

**TEXAS SOUTHMOST COLLEGE
BUDGET AMENDMENT REQUEST
2006-2007**

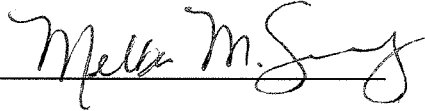
Department: Auxiliary
Date: August 31, 2007

Item No.	Account Number	Account Title	Current Budget	Revenues	Expenses	Amended Budget
1	215	Raymondville Facility	\$ 80,000		4,646	\$ 84,646
2	6921	Condominiums	\$ 139,413		1,167	\$ 140,580
3	6927	Golf Course	\$ 137,500		(5,813)	\$ 131,687
		Auxiliary Fund Balance	\$ 33,807	-	-	\$ 33,807

Reasons for Amendments:

- 1 To adjust expenses at Raymondville Facility
- 2 To adjust expenses for the Condominiums
- 3 To reduce expenses for Golf Course

Asst VP for Finance



President:



This amendment has been accepted _____, rejected _____, by the Texas Southmost College Board of Trustees
on _____.

Eduardo A. Campirano, Secretary

07-013

**TEXAS SOUTHMOST COLLEGE
BUDGET AMENDMENT REQUEST
2006-2007**

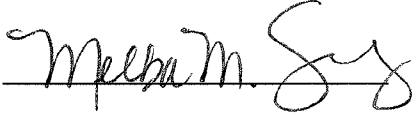
Department: Campus Facilities
Date: August 31, 2007

Item No.	Account Number	Account Title	Current Budget	Revenues	Expenses	Amended Budget
1	9198	Property Acquisitions	\$ 1,080,000		(122,210)	\$ 957,790
2	790	Student Housing	\$ -		122,210	\$ 122,210
		Campus Facilities Fund Balance	\$ 793,299	-	-	\$ 793,299


Reasons for Amendments:

- 1 To reduce expenses for property acquisitions
- 2 To adjust expenses for Student Housing project

Asst VP for Finance



President:

 FOR J.V.G.

This amendment has been accepted _____, rejected _____, by the Texas Southmost College Board of Trustees

on _____.

Eduardo A. Campirano, Secretary

07-014

**TEXAS SOUTHMOST COLLEGE
BUDGET AMENDMENT REQUEST
2006-2007**

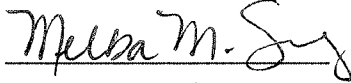
Department: General Fund
Date: August 31, 2007

Item No.	Account Number	Account Title	Current Budget	Revenues	Expenses	Amended Budget
1	517.92600	STEMS	\$ 72,000	11,371	-	\$ 83,371
2	7039.92000	STEMS	\$ 72,000		681	\$ 72,681
3	6202.11700	Food Services/Meetings - DO	\$ 7,000		679	\$ 7,679
4	761.11700	Postage & Delivery - DO	\$ 3,000		639	\$ 3,639
5	766.11900	Attorney Fees	\$ 20,000		2,185	\$ 22,185
6	781.11900	Dues/Memberships	\$ 28,000		2,213	\$ 30,213
7	728.11900	Printing	\$ 9,000		(5,725)	\$ 3,275
		General Fund Balance	\$ 3,360,699	11,371	672	\$ 3,371,398

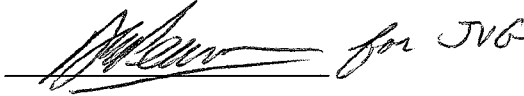
Reasons for Amendments:

- 1 To adjust for additional STEMS program revenues
- 2 To adjust for additional STEMS program expenses
- 3 To adjust for additional District Office food service/meeting expenses
- 4 To reduce District Office postage & delivery expenses
- 5 To adjust for Attorney Fees expenses
- 6 To adjust for Dues/Memberships expenses
- 7 To reduce General Institution printing expenses

Asst. VP for Finance



President:



This amendment has been accepted _____, rejected _____, by the Texas Southmost College Board of Trustees

on _____

Eduardo A. Campirano, Secretary

07-015

District Annual Report



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: Finance Office/Partnership Affairs	Board Meeting Date: December 20, 2007
Agenda Item: Consideration and possible action on Acceptance of Comprehensive Annual Financial Report and Audit for Texas Southmost College District for Fiscal Year ending August 31, 2007	
Rationale/Background: The Texas Higher Education Coordinating Board (THECB) issues a manual for various reporting requirements, including the annual financial report (AFR), in an effort to promote consistent and uniform reporting amongst Texas public community and junior colleges. This year, the District has elected to go beyond the requirements of the THECB and incorporate the requirements of the Government Finance Officers Association (GFOA) in preparing a Comprehensive Annual Financial Report (CAFR). The District's CAFR meets the requirements of the THECB and is presented along with the audit results for acceptance. Upon acceptance by the Board, the bound and audited financial statements will be distributed to the various agencies listed in the THECB manual.	
Recommended Action: Motion to accept the District's Comprehensive Annual Financial Report (CAFR) and Audit for Fiscal Year 2007 as presented.	
Fiscal Implications:	Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If no, explain:
Attachments (List): Comprehensive Annual Financial Report Year Ended August 31, 2007	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____

Foundation Annual Report



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: Finance Office/Partnership Affairs	Board Meeting Date: December 20, 2007
Agenda Item: TSC Foundation, Inc. Annual Financial Report (AFR) and Audit	
Rationale/Background: Per the TSC Foundation By-laws, an annual report of the TSC Foundation, Inc., which shall contain audited financial statements, should be prepared. The form and substance of the Annual Report shall be approved by the TSC Foundation, Inc. Board of Directors at the Annual meeting of the Board. The By-laws also specify that the Annual Report shall then be presented by the TSC Foundation, Inc. Board of Directors to the Board of Trustees of the Texas Southmost College District. The attached Annual Financial Report for the TSC Foundation, Inc. was accepted by the Board of Directors at their annual meeting on December 10, 2007.	
Recommended Action: For the Board's information only. No action necessary.	
Fiscal Implications: Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If no, explain:	
Attachments (List): TSC Foundation, Inc. Annual Financial Report, Year Ended August 31, 2007	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____

TEXAS SOUTHMOST COLLEGE FOUNDATION, INC.

FINANCIAL REPORT

AUGUST 31, 2007

