

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

August 16, 2018

6:00 p.m.

1. Call to Order. The Board of Trustees conducted its regular monthly meeting on Thursday, August 16, 2018 in the District Offices, May Owen Center, with Mrs. Louise Appleman presiding. Other trustees present were Mr. Bill Greenhill, Dr. Gwen Morrison, Mrs. Teresa Ayala, Mr. Conrad Heede and Dr. Michael Evans. Also present were Chancellor Giovannini and members of the TCCD staff.
2. Public Comment/Special Presentation. None.
3. Public Hearing on 2018-2019 Proposed Budget.
4. Board Action Items and Board Business Related Items.
 - a. Approval of Minutes of the Meeting of July 19, 2018.

On a motion by Dr. Evans, seconded by Mrs. Ayala, the minutes for July 19, 2018 were unanimously approved as presented.

5. Trustee/Committee Reports.
 - a. Governance: None
 - b. Audit & Finance Committee. None
 - c. Trustee Activities

Mr. Greenhill spoke briefly over the Finance and Audit committee meeting. The committee discussed the fiscal year audit plan for 2019 to include changes as needed, all discussed among the committee. Mr. Greenhill also mentioned that the state law requires TCC have an internal audit department, and our TCC Director of Internal Audit is Mr. Nathan Ferguson. Mr. Greenhill asked Board of Trustee Teresa Ayala for comments, as a member of the committee, she agreed to approve the audit plan as presented. Mr. Greenhill motioned to approve the audit plan that has been looked over and vetted, the audit plan was unanimously approved.

Mrs. Ayala spoke briefly on Northwest Campus hosting their 12th annual Back to School Bash on Saturday, August 11, 2018. There were 4,000 in attendance and they distributed 2,400 back packs. There is also a Community Food Market that is housed at the Northwest Campus that the parents in attendance were invited to shop there at no cost to them, in preparation for the beginning of school. Mrs. Ayala thanked Dr. Elva LeBlanc for establishing this partnership with Mr. Jim Caldwell EMISD Superintendent to help these families through the years.

Dr. Evans spoke briefly regarding the Brick dedication at the Southeast Campus on the Arlington Early College High School.

Mr. Greenhill spoke briefly about the 5th Annual Texas Male Student Leadership Summit

in Austin, Texas on August 9-10, 2018, he ran into a group of student while he was in Austin for his CCATT meeting.

Dr. Morrison spoke briefly regarding the 5th Annual Breakfast with Our Elders that was hosted at the TCC Opportunity Center on Friday, August 3, 2018. Dr. Morrison also spoke on the 50th year celebration at the Northeast Campus.

6. Consent Agenda:

- a. Consideration and Approval of TCCD Investment Policy
- b. Consideration and Approval of TCC Investment Broker List
- c. Consideration and Approval of Inter-local and Cooperative Agreements
- d. Consideration and Approval of Proposed Policy Changes for DEA (LOCAL)
- e. Consideration and Approval of 2018-2019 Student Fees
- f. Consideration and Approval of Safety and Security Audit Report
- g. Consideration and Approval of Amendment and Restated Declaration of Covenants, Restrictions, and Easements for Alliance East
- h. Consideration and Approval of Delegation for Chancellor to Approve and Sign Natural Gas Energy Contracts for 2018-2032.

On a motion by Mr. Heede, seconded by Dr. Morrison, the consent agenda was unanimously approved.

7. Consideration and Approval of Items removed from the Consent Agenda. None

8. Consideration and Approval of Trinity River Campus West Fork Tower Tarleton State University Interior Renovation. . Amount: \$3,875,512.00.

On a motion by Mr. Heede, seconded by Dr. Evans, the interior renovation was unanimously approved.

9. Consideration and Approval of South Campus Automotive Tech and Automotive Collision Building Fire Sprinkler System Upgrades. Amount: \$828,216.49.

On a motion by Mr. Greenhill, seconded by Mr. Heede, the system upgrades was unanimously approved.

10. Consideration and Approval of TCC Opportunity Center Building Automation System Upgrade. Amount \$135,916.07.

On a motion by Mr. Greenhill, seconded by Dr. Evans, the system upgrade was unanimously approved.

11. Consideration and Approval of 3-Year Renewal of Ellucian Colleague Software. Amount \$2,190,663.00 (\$688,109/\$729,395/\$773,159).

On a motion by Mr. Heede, seconded by Dr. Evans, the software renewal was unanimously approved.

12. Consideration and Approval of Annual Renewal of ExLibris Alma/Primo Software Subscription.
Amount \$185,440.27.

On a motion by Dr. Morrison, seconded by Mr. Heede, the software subscription was unanimously approved.

13. Consideration and Approval of 3-Year Upgrade of Internet Services for South, Northeast, Northwest and Southeast Campuses. Amount: \$237,965.01 (\$79,321.67 annually).

On a motion by Mr. Heede, seconded by Mr. Greenhill, the upgrade of internet services was unanimously approved.

14. Consideration and Approval of 2-Year Contract with Texas Industrial Security to Provide Security Services for TCCD. Amount: \$1,357,306.00 (Not to Exceed \$678,653 annually).

On a motion by Mr. Greenhill, seconded by Dr. Evans, the security services was unanimously approved.

15. Presentation on 2018-2019 Proposed Operating Budget.

16. Consideration and Approval of 2018-2019 Operating Budget.

On a motion by Mr. Heede, seconded by Dr. Evans, the 2018-2019 operating budget was unanimously approved.

a. Consideration and Approval of Annual Compensation Plan: Salaries and Benefits

1. Salary Schedules
2. Salary Increases
3. Benefits

On a motion by Dr. Evans and seconded by Mr. Heede, the annual compensation plan was unanimously approved.

b. Authority for the Chancellor to Set Individual Salaries and Sign Contracts

On a motion by Dr. Morrison, seconded by Mr. Heede, the authority for the Chancellor to set Individual Salaries and Sign Contracts was unanimously approved.

c. Authority for the Chancellor to Establish Non-Credit Tuition and Fees

On a motion by Mr. Greenhill, seconded by Dr. Evans, for the Chancellor to Establish Non-Credit Tuition and Fees was unanimously approved.

d. Consideration and Approval of Tuition Rate Increase for 3-Years

On a motion by Mr. Greenhill, seconded by Mrs. Ayala, the Tuition Rate Increase for 3-years was unanimously approved.

e. Consideration and Approval of Tax Exemptions for Certain Disabled and Senior Citizens

On a motion by Mr. Heede, seconded by Dr. Evans, the Tax Exemption for Certain

Disabled and Senior Citizens was unanimously approved.

f. Setting of the Tax Rates for 2018

i. Maintenance and Operations

On a motion by Dr. Evans, seconded by Mrs. Ayala, the Setting of Tax Rates for 2018 was unanimously approved.

g. Resolutions

On a motion by Mr. Heede, seconded by Dr. Evans, the 2018-19 Budget resolution was unanimously approved.

On a motion by Mrs. Ayala, seconded by Dr. Evans, the 2018-219 Tax Exemptions for Certain Disabled and Senior Citizens resolution was unanimously approved.

On a motion by Mr. Heede, seconded by Mrs. Ayala, the 2018-2019 Tax Rate resolution was unanimously approved.

Chancellor Giovannini thanked the members of the board for their support and hard work on this year's 2018-2019 operating budget.

17. Monthly Financial Report Information. Dr. Mark McClendon reported the financials were as follows. Total income is at 98.9 percent, total expenses is at 84.0 percent. Pools decreased \$14.4 million, short term no activity, agencies there were no activity. Total Portfolio – decreased \$14.7 million to an ending balance of \$331.6 million. On July 31, 2018 the Yield was 1.86 percent, and the WAM was at 355.

18. Chancellor's Report Information.

- a. New Staff Member Introductions. President of TCC Connect, Dr. Carlos Morales, introduced, Dr. Marcel Satsky Kerr as the new Vice President for Academic Affairs. Vice Chancellor Information Technology Services, Guhan Raghu, introduced Dr. Caroline Hamilton as the new Director of Academic Technology. President of Northwest Campus, Dr. Zarina Blankenbaker, introduced Lily Covio-Calzada as the new Director of Counseling.
- b. Campus Accolades. Chancellor Giovannini spoke briefly on the span of ages that TCC serves. One was regarding the brick dedication at the Southeast Campus for the Arlington Early College High School; out of the group there were fourteen students who started this program four years ago when they were only fourteen years old and now have their Associates degree along with their high school diploma, and he also spoke on the Breakfast with our Elders, where ten members were acknowledged for their community service. This is a testament to the College on how much we do to serve all ages whether you are fourteen or ninety years old.
- c. Recent Activities
 - July 23, UNTHSC Entrepreneurship Strategy Session, WeWork Clearfork
 - July 24, Judy Bernas, Dr. Flynn-UNTHSC and Dr. Ken Scribner-FWISD, FWISD
 - July 24, Trustee Michael Williams, Bethlehem Baptist Church

- July 26-27, NACCE Board Meeting, MOC
- July 31, Board of Trustees Retreat, Omni Fort Worth Hotel
- July 31, Alliance Airport Runway Extension Project Dinner, Circle T Ranch
- August 1, David Wilk-Four Day Weekend, FW Club
- August 2, Arlington State of District, Mac Bernd Professional Development Center
- August 2, FW Hispanic Chamber of Commerce 45th Anniversary Celebration, Capital Grille
- August 3, **-Remarks-** 5th Annual Breakfast with Our Elders, TCCOC
- August 3, Chancellor's Executive Leadership Team Meeting, TR Campus Clearfork
- August 6, **-Speaker-** FW Executive Roundtable, City Club
- August 7, Shereah Taylor and Kevin Harper-JCC, MOC
- August 7, Trustee Conrad C. Heede, FW Club
- August 8, Mary Margaret Lemmons-FW Housing Solutions, FW Club
- August 8, Marcia Daniel and Bob Cominsky-Ellucian, MOC
- August 8, Trustee Louise Appleman, MOC
- August 8, Kristin Sullivan-Read Fort Worth, MOC
- August 9, Thursday Morning Breakfast Group, City Club
- August 9, Board of Trustees Governance Meeting, MOC
- August 10, **-Remarks-** New Faculty Orientation Lunch, TR Campus East
- August 13, **-Remarks-** Amerigroup Check Signing Ceremony, SO Campus
- August 13, JR Gambill-Klein Tools, MOC
- August 14, Audit & Finance Committee Meeting, MOC
- August 14, JCC Monthly Meeting, MOC
- August 15, NAMI Walks Kick-Off Luncheon, Colonial Country Club
- August 15, Arlington TIF #1, Arlington City Hall
- August 15, **-Remarks-** Brick Project Dedication Event, SE Campus
- August 16, FW Chamber Board of Directors Meeting, FW Club
- August 16, Board of Trustees Monthly Meeting, MOC

19. Closed Session:

- Deliberation Real Property, Section 551.072, *Texas Government Code*. The Real Property discussion will address the purchase, exchange, lease or value of Real Estate.
- Deliberation on Personnel Matters, Section 551.074, *Texas Government Code*. The deliberation will include presentation and discussion on employee appeal.
- Consultation with Attorney, Section 551.071, *Texas Government Code*. For purposes of a private consultation with Board's Attorney on any subjects or matters authorized by law. The deliberation will include any Pending/ Contemplated Litigation.

20. Consideration and Action on Closed Session Items. None

21. Adjournment and Announcement of Proposed 2018-2019 Board of Trustees Meetings Schedules. The meeting was adjourned at 6:51 p.m. The next Governance Meeting will be on **September 12, 2018** and regular Board Meeting will be **September 20, 2018**.


 Louise Appleman, President
 Board of Trustees

Teresa Marie Ayala

Teresa Ayala, Secretary
Board of Trustees



**RESOLUTION REGARDING THE ANNUAL REVIEW OF INVESTMENT POLICY AND INVESTMENT STRATEGY
TARRANT COUNTY COLLEGE DISTRICT ("District")**

WHEREAS, the Texas Public Funds Investment Act (Texas Government Code, Chapter 2256) governs the investment of government funds in Texas; and

WHEREAS, the Public Fund Investment Act (Section 2256.005(a)) requires that the governing body of an investment entity adopt an investment policy and investment strategies by rule, order, ordinance or resolution governing the investment of funds under its control; and

WHEREAS, the Board of Trustees adopted an amended investment policy and investment strategy governing the investments under its control by resolution on September 21, 2017, and

WHEREAS, the Texas Public Fund Investment Act (Section 2256.005(e)) requires that the Board of Trustees review the District's investment policy and investment strategy not less than annually, and that the Board of Trustees adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed its investment policy and investment strategy and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategy; and

WHEREAS, the Board of Trustees has caused the District's investment policy and strategy to be reviewed as required by the Texas Public Funds Investment Act and;

WHEREAS, as a result of such review, the Board of Trustees has determined to adopt changes to the investment policy adopted on September 21, 2017, and to have such changes to the investment policy recorded in this resolution as summarized below and as provided in the Investment Policy and Strategies attached hereto:

- Titling the policy as the Investment Policy and Strategy to recognize the inclusion of the strategy which must also be adopted by the Board,
- Removing reference to SEC Rule 2a-7 in accordance with the Act's language change which reflects changes to the SEC regulations,
- Clarifying that the District may make both time and demand deposits in any designated depository (not simply time deposits), and
- Clarifying that the broker/dealer list must be adopted as well as reviewed by the Board no less than annually.

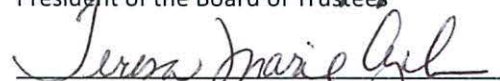
NOW, THEREFORE, BE IT RESOLVED

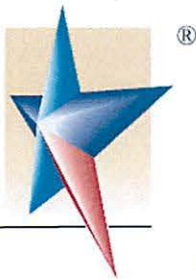
That, in compliance with the requirements of the Texas Public Funds Investment Act, the Board of Trustees has reviewed the District's investment policy and strategies through the District's office of the Vice Chancellor for Finance and approves the changes to the District's investment policy as summarized above and has provided in the Investment Policy and Strategy attached to these resolutions.

PASSED, ADOPTED AND APPROVED by the Board of Trustees of Tarrant County College District this 16th day of August, 2018.

APPROVED:


President of the Board of Trustees


Secretary of the Board of Trustees



**A RESOLUTION REGARDING THE ANNUAL REVIEW OF INVESTMENT POLICY AND INVESTMENT
STRATEGY**

MINERAL RIGHTS-SCHOLARSHIP FUND PORTFOLIO

TARRANT COUNTY COLLEGE DISTRICT

WHEREAS, the Texas Public Funds Investment Act (Texas Government Code, Chapter 2256) governs the investment of government funds in Texas; and

WHEREAS, the Public Fund Investment Act (Section 2256.005(a)) requires that the governing body of an investment entity adopt an investment policy and investment strategies by rule, order, ordinance or resolution governing the investment of funds under its control; and

WHEREAS, by resolution adopted on September 21, 2017, the Board of Trustees adopted a Mineral Rights-Scholarship Fund Investment Policy (the "Scholarship Policy") governing the investments funds under its control which are derived payments the District receives from a lease or contract for the management and development of land owned by the District and leased for oil, gas, or other mineral development; and

WHEREAS, the Texas Public Fund Investment Act (Section 2256.005(e)) requires that the Board of Trustees review the District's Scholarship Policy not less than annually, and that the Board of Trustees adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the Scholarship Policy and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategy; and

WHEREAS, the Board of Trustees has caused the Scholarship Policy to be reviewed as required by the Texas Public Funds Investment Act and;

WHEREAS, as a result of such review, the Board of Trustees has determined to adopt changes to the Scholarship Policy and to have such changes to such policy recorded in this resolution as summarized below and as provided in the Mineral Rights Scholarship Portfolio attached hereto:

- Titling the policy as the Investment Policy and Strategy to recognize the inclusion of the strategy which must also be adopted by the Board,

NOW, THEREFORE, BE IT RESOLVED

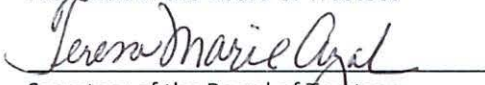
That, in compliance with the requirements of the Texas Public Funds Investment Act, the Board of Trustees has reviewed the Scholarship Policy through the District's office of Vice Chancellor for Finance and approves the changes to the Scholarship Policy as summarized above and as provided in the Mineral Rights-Scholarship Investment Fund Policy and Strategy attached to these resolutions.

PASSED, ADOPTED AND APPROVED by the Board of Trustees of Tarrant County College District this 16th day of August, 2018.

APPROVED:



President of the Board of Trustees


Secretary of the Board of Trustees



**RESOLUTION ADOPTING AUTHORIZED BROKER/DEALER LIST
TARRANT COUNTY COLLEGE DISTRICT**

WHEREAS, the Texas Public Funds Investment Act (Texas Government Code, Chapter 2256) governs the investment of government funds in Texas; and

WHEREAS, the Public Fund Investment Act (Section 2256.025) requires the governing body or the a designated investment committee of the governing body, no less than annually, to review, revise and adopt a list of qualified broker/dealers authorized to engage in investment transactions with the governing entity; and

WHEREAS, the Office of the Vice Chancellor has delivered to the Board a list of such qualified broker/dealers and has recommended that such list be adopted by the Board, and, after reviewing the list, the Board has determined to adopt the list.

NOW, THEREFORE, BE IT RESOLVED that:

Cantor Fitzgerald & Co.
Citigroup Global Markets Inc.
FTN Financial Capital Markets
Merrill Lynch, Pierce, Fenner & Smith Inc.
RBC Capital Markets, LLC
Morgan Stanley & Co. LLC
Raymond James
Stifle Nicolaus & Company, Inc.
Wells Fargo Securities, LLC
Multi-Bank Securities, Inc.

are authorized to engage in investment transactions with the District.

FURTHER RESOLVED, that, in accordance with the District's Investment Policy and Strategy ("Policy"), a copy of the Policy shall be sent to each of the foregoing broker/dealers and whenever a material change is made to the Policy.

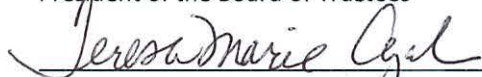
FURTHER RESOLVED, that any qualified Texas bank used for time or demand deposits may be approved by the investment officers of the District as selected through the competitive process without Board action.

PASSED, ADOPTED AND APPROVED by the Board of Trustees of Tarrant County College District this 16th day of August, 2018

APPROVED:



President of the Board of Trustees



Secretary of the Board of Trustees