

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

March 10, 2011

6:00 p.m.

1. Call to Order. The Board of Trustees conducted its regular monthly meeting on March 10, 2011, in the District Offices, May Owen Center, with Mrs. Kristin Vandergriff, vice president of the Board, presiding. Other trustees present were Mrs. Louise Appleman, Mr. O.K. Carter, Mr. William Greenhill, Dr. Gwendolyn Morrison, Mrs. Kristin Vandergriff, and Mrs. Robyn Medina Winnett. Also present were Chancellor Erma Johnson Hadley and members of the TCCD staff. Mr. Joe Hudson joined the meeting at approximately 7:30 pm.

Mrs. Vandergriff thanked the Board and the TCC staff for their efforts to make the special Board meeting on Saturday, March 5, a success. She expressed her appreciation for all the industry partners who were in attendance at that meeting.

Mrs. Vandergriff called on Dr. Gwendolyn Morrison to make a special presentation. Dr. Morrison, who announced that Mrs. Erma Johnson Hadley was among the five Texans selected as *Stars in the Lone Star State for Education* as recognized by the National Alliance of Black School Educators for her hard work and commitment to education.

2. Public Comment. Thomas R. Anable, president of Fairness Fort Worth, an advocacy organization for gay, lesbian, bisexual, and transgendered individuals, commended the Board for adding sexual orientation protection for employees of the District. He

further encouraged the District to amend the protection to include three additional groups: transgendered, gender identity, and gender expression. He further encouraged the adoption of an anti-bullying policy for students which specifically address related issues as mandated by recent federal law.

K.C. Jenkins, adjunct instructor of Art, expressed her appreciation to the District for including sexual orientation to the employment policy, as well as the equal educational policy, because of the support it shows to our students and employees.

3. Presentation on Student Access and Success.

South Campus, “Visions Unlimited.”Dr. Ernest Thomas, president of South Campus,said that in 2006 Mrs. Hadley, who was then vice chancellor, led a team to benchmark programs for individuals in tradition, often called homeless. Visions Unlimited was created to address this issue.

Dr. Thomas recognized Glenda Nichols, department chair, who has provided administrative support for the program; Annie Dobbins, counselor for the program; and Tina Jenkins, coordinator for the program. Ms. Jenkins introduced four individuals in the program who are pillars of success: Christopher Anderson, LaDoris Pope, Gregory Rios, and Terry Thompson. Each of the four participants shared their stories and accomplishments, and expressed their appreciation to the Board and the Chancellor for the opportunity to succeed.

Annie Dobbins provided statistics of the program that indicate the great success of the program. There are currently 136 students in the program.

Mrs. Hadley recognized individuals who had contributed to the success of this program: Tina Jenkins, JoLynnSprole, Gladys Emerson, Annie Dobbins, and Glenda Nichols. She thanked them for doing an awesome job in making this program such a great success.

4. Board Action Items and Board Business Related Items

- a. Approval of Minutes of the Meeting of February 17, 2011. With no objection, the Minutes were approved as presented.
- b. Consent Agenda. On a motion by Mr. Carter, seconded by Mrs. Appleman, the Board voted, 6-0, to approve the consent agenda.
 - i. Consideration and Action on Proposed Policy Changes to DAA (Local); DOA (Local); DGBA (Local); FDE (Local); and FLD (Local)
 - ii. Consideration and Action on the Amendment to Tax Increment Finance District Number 9, City of Fort Worth.

5. Consideration and Action on the Voluntary Separation Incentive Plan. Mrs. Hadley referred to the presentation made this past Saturday, March 5, to the Board, for consideration of a voluntary separation incentive program. The Vision 2015 Plan, adopted by the Board last spring has 19 strategies, many of which require systems redesign to support learning outcomes. The voluntary separation plan would allow TCC to use the savings that would come from that plan to fund new initiatives. Funds would be used for the TCC Institute which includes training for full-time and part-time faculty; this is something sorely needed to reach our Vision 2015 Plan. Funds can be used for management and leadership programs, for succession planning and career pathways programs, as well as for a director of process

improvement. The District has student support systems that need to be financially supported. Funds are needed for the Achieving the Dream program as well as for redesign of many of TCC's academic programs, some of which will need to be moved from the academic to the non-academic side.

The voluntary separation incentive plan will be offered to full-time, budgeted benefits-eligible employees who are 65 years of age or older with at least 10 continuous years of full-time service at TCC, or whose age plus years of creditable service, as of January 31, 2011, under the Teacher Retirement System of Texas, is 80 or higher, or whose age plus years of creditable service under the Optional Retirement System is 80 or higher.

The timeline would be for eligible employees who choose to accept the plan to do so on or before May 13, 2011, to sign an acceptance letter by May 13, and to end employment no later than August 31, 2011. Employees have a seven-day period to change their mind once they have signed the agreement.

We have approximately 270 employees who meet the criteria as best as we can determine. The recommendation is for employees who accept this plan to receive 80 percent of their current annual salary. If 100 percent of those eligible accept this offer, the cost to the district would be \$15.3 million; 66 percent participation, \$10.1 million; 50 percent participation, \$7.7 million; 33 percent participation \$5.1 million. First year savings to the district would be \$5.5 million with 100 percent participation; \$3.6 million with 66 percent participation; \$2.8 million with 50 percent participation, and \$1.8 million with 33 percent participation. It would take the district 2.8 years to recover the costs. The first

year's saving would be available to use immediately for those program changes previously outlined. Many positions may be repurposed or "right-fitted" to fit the needs of TCC's current situation.

Of those eligible for participation, 76 are identified as administrators, 124 are faculty members, and 72 are support staff. When compared with the other 9 largest community colleges in the state, TCC has a ratio of 21.7 students for each employee in the district, the highest number of students per staff member statewide. These statistics show that TCC is certainly not over-staffed, having the largest ratio of students to staff among the top ten institutions. TCC is quite efficient, centralizing many functions at the district-office level.

On a motion by Mrs. Appleman, seconded by Mr. Greenhill, the Board voted, 6-0, to approve the resolution to accept the Voluntary Separation Incentive Plan as presented. Complete resolution and documentation are available in the Supplemental Minutes Book (SMB).

6. Consideration and Action on a Resolution Establishing a Single-Member District Redistricting Committee.

Mr. Tom Carr, attorney, presented the process of establishing a single-member district and options available to the District. Mr. Carr provided the Board with documents showing population figures from the 2010 Census, broken down by districts as they are today. The ideal number is about 257,000-258,000. Each of the seven board members serves a single-member district and that district is identified by a certain number of voting precincts created by the county. By adding up the populations of each of those precincts, you have the numbers that

are before the Board right now. The state law and our policies require us to maintain roughly 10 percent between the highest and lowest in population in each single-member district. District 4 has about one and a half times the number that it should have. Thus, TCC has to redraw boundary lines to correct this. He presented the Board members with a redistricting timeline. TCC needs to hire a demographer who can identify the populations in each of the districts and can manipulate the numbers to find the numbers needed in each precinct for an equitable distribution. We have roughly about a five percent leeway, which is about 12,000, up or down from that number. By next May we need to have in place our new single-member districts. Once we have new districts established, and identify new boundaries for single-member districts, TCC must present that information to the Department of Justice, specifically to the Voting Rights Section, based on the Voting Rights Act. They have at least 60 days to review the information we have supplied them. If they need and request additional information, they then have 60 more days for further review. It is incumbent to supply them with adequate information they need in a timely manner to have the new districts in place by next year. The two options available are (1) to have this body (the Board) to serve as the responsible party, or (2) to have each Board member identify an individual who lives in your district who would then serve on the Citizens Advisory Committee for Redistricting. That committee meets periodically and comes up with a plan they share with the public and present to the Board in July of this year.

The Board all agreed that using a committee to determine the redistricting was the better of the two options. Board members were asked to think about who they would like to appoint to represent them on the committee. Whoever the Board president appoints will serve as chair of the committee.

7. Committee Reports.
 - a. Finance and Audit Committee. Mr. Greenhill indicated that he had nothing to report.
 - b. Governance Committee. No report was presented.
 - c. Budget Review Committee. Mr. Carter reported that the committee has had one retreat already and has three more sessions remaining. The public will have four opportunities to make comment on the budget. The committee also looked at higher-level administrative salaries. In comparison to their peers at other institutions, our administrators fare very well.
8. Consideration and Action on Committee Reports. There was no action to be taken on committee reports.
9. Monthly Financial Report
 - a. Review of Income and Expenditures. Mr. Mark McClendon provided the monthly financial report update. The balance sheet shows that our cash decreased by \$7.6 million, which means we paid our service debt on our bonds. They will be paid off on February 15, 2015. The plant fund (60) shows a reduction from the previous month, down to a balance of approximately \$30 million, and is comparable to other institutions our size. In the Revenue area, we typically take the total months, divide them by 12, and set up a percentage

and analyze more closely anything that is above a 60th percentile. Tax collections are typically done between December and February. This is why we are at 90 percent. Credit tuition is also in the 90's, which puts TCC in a strong financial position.

- b. Review of Investment Portfolio. TCC's market value went from \$265 million to \$272 million, which means we added \$7 million of liquid cash because of collections. Looking at the 13-week yield, TCC is 39 basis points greater than the T-Bill. Looking at the 26-week yield, TCC is at 36 points.

10. Chancellor's Report.

- a. New Staff Introductions. Chancellor Hadley recognized Mr. Reginald Gates, vice chancellor for communications and external affairs, who introduced Mr. Frank Griffis, new director of public relations and marketing, and Ms. Cacy Barnard, director of communications.

Mrs. Appleman thanked Mrs. Hadley for being the speaker for the Women's Policy Forum Breakfast on March 9.

Mrs. Hadley announced that she has just completed her round of *Conversations with the Chancellor*. She said that there was great turnout and participation on all the campuses.

- b. Campus Accolades.

Northeast Campus

- About 120 students and faculty participated in the third annual African-American Read-In held on February 15, during Black History Month.

- Six students attended the Texas Association of Chicanos in Higher Education (TACHE) conference in Austin.
- The 2011 Texas Community College Forensics Association Tournament was held at the Northeast Campus on February 11-13.
- Valerie Waites, a Northeast student, was recently featured in a publication of “Cisco: Networking Academy.”

Northwest Campus

- Lauren Devoll was recognized as a Texas Gold-Scholar at the PTK Texas Regional Conference this past weekend.
- Northwest Campus Cornerstone Honors students submitted poster entries for the Great Plains Honors Council Annual Conference, April 1-3, at UTA.
- Dr. Lynn Preston, professor of Biology, Northwest Campus, will be inducted into the first Haltom High School Hall of Fame on March 10.

South Campus

- The South Campus Faculty Tutoring Center is open for business in SLIB 1119. The idea for the center originated with faculty through participation in Achieving the Dream. Faculty volunteers will spend some of their office hours in the Center each week to be more accessible to individuals and groups of students outside of the classroom.
- The Advanced Welding Lab is now operative, serving additional students who are being prepared for the workforce.
- Faculty in the Biological Sciences, Physical Sciences, and Nursing Departments are using Audience Response Systems (ARS) clickers in numerous classes to increase the levels of student engagement and success.
- Education majors have joined the team at one of the area GO Centers and are mentoring and tutoring students at Forest Oak Middle School.

- Kelly Daves has been named a Coca-Cola New Century Scholar. This program is sponsored by the Coca-Cola Scholars Foundation and administered by Phi Theta Kappa Honor Society. She will be presented with a \$2,000 scholarship and plaque next month in New Orleans.

Southeast Campus

- Formal renewal of the Tree Campus USA 2011-12 designation was received for Southeast Campus.
- Southeast will host the North Texas Community College Consortium/Texas Higher Education Coordinating Board 6th Annual Development Education Form of April 8.
- The Dual Credit Program will administer Accuplacer to approximately 2,200 ASID/MISD students this semester.
- The Rotary Club of Arlington South will hold its 28th Annual Outstanding Student Recognition Banquet in the Southeast Campus Ballroom on March 29.
- Students of the Southeast Campus *First Choice* Student Organization held their first annual Valentine's Day Party on February 14 in the North Ballroom.

Trinity River Campus

- Trinity River Campus offers two different kinds of free courses to help students sharpen skills with computers.
- Library personnel have developed a free 3-clock-hour information Literacy Certification Program, designed to give students the skills they need for successful research.
- Held a "meet and greet" orientation for students in the weekend college to introduce students to campus services and to issue special invitations for students to attend learning seminars offered on Saturdays by the Discovery Center for Academic Success.

- Trinity River Equality in Education (TREE), the LGBTQA student organization, coordinated with club sponsor Lori Leach on the development and implementation of a series of activities during the campus's first Tolerance Week.
- As a part of art service learning projects, current art students have studied the Trinity River Campus Art Collection and have researched the artists who produced the works to prepare them to lead art tours.

c. Recent Activities.

- i. February 18, House Appropriations Subcommittee on Education Hearing, Austin
- ii. February 21, Panelist, Higher Institution Presidency Panel, Sheraton Hotel
- iii. February 21, COMPA Reception, Trinity River Campus
- iv. February 23, Conversations with the Chancellor, Southeast Campus
- v. February 24, Conversations with the Chancellor, Northeast Campus
- vi. February 25, Fort Worth Chamber Gold Breakfast, Fort Worth Club
- vii. February 25, Achieving the Dream, Trinity River Campus
- viii. February 26, TCC Police Department 7th Annual Banquet, Trinity River Campus
- ix. February 28, Conversations with the Chancellor, Trinity River Campus
- x. March 1, Speaker, Business Services Professional Development Day, Trinity River Campus
- xi. March 2, Speaker, Leadership TCC Luncheon, Northwest Campus
- xii. March 3, Achieving the Dream, Trinity River Campus
- xiii. March 3, Leadership Fort Worth Fellows Dinner, Sheraton Hotel
- xiv. March 5, Board of Trustees Retreat, May Owen Center Boardroom
- xv. March 8, Conversations with the Chancellor, South Campus
- xvi. March 9, Speaker, Women's Policy Forum Breakfast, Omni Hotel
- xvii. March 9, Department of Education Community College Summit, Houston, Texas

11. Board President's Report

- a. Achieving the Dream. Mrs. Appleman referred to page 7 of the agenda, highlighting the priorities of the effort, with substantiating information included.

- b. U.S. Department of Education Community College Summit. Mrs.

Vandergriff attended the Summit at Lone Star College, along with Chancellor Hadley and Dr. Joy Gates Black. Many of the issues centered around topics we have been discussing—development education, completers, state funding, and growth. We looked at foundations in philanthropy as well as industry partnerships in business. The topic was industry practices in 2 to 4-year transfer.

Mrs. Hadley thanked Mrs. Vandergriff for attending the meeting and all Board members for their support.

12. Closed Meeting

Mrs. Vandergriff announced the end of the open meeting at 7:51 p.m., with no expectation of Board action on closed meeting items.

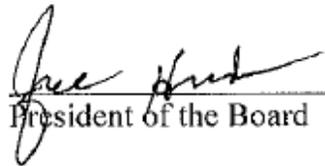
- a. Deliberation on Personnel Matters, Section 551.074, Texas Government Code.

The personnel matters include the Chancellor's Evaluation, including responsibilities, criteria and objectives, and other discussion of the Chancellor's employment, evaluation and duties.

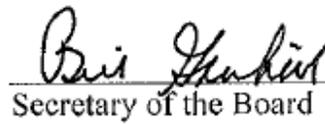
- b. Deliberation on Pending/Contemplated Litigation, Section 551.071, Texas Government Code.

13. Consideration and Action on Closed Meeting Items. No action was taken on closed meeting items.

14. Adjournment and Announcement of Next Meeting. The next regular meeting will be at 6 p.m. on Thursday, April 21. Mrs. Vandergriff adjourned the open meeting at 7:51 p.m.



President of the Board



Secretary of the Board