

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

September 15, 2011

6:00p.m.

-
1. Call to Order. The Board of Trustees conducted its regular monthly meeting on Thursday, September 15, 2011, in the District Offices, May Owen Center, with Mr. Bill Greenhill presiding. Other trustees present were Mr. O.K. Carter, Mrs. Kristin Vandergriff and Dr. Gwendolyn Morrison. Mrs. Louise Appleman and Mrs. Robyn Media Winnett were absent. Also present were Chancellor Erma Johnson Hadley and members of the TCCD staff.
 2. Public Comment. There were no public comments.
 3. Presentation on Student Access and Success. Southeast Campus, *Connecting Curricula to the Community*. Dr. David Wells, Interim President of Southeast Campus, introduced Mr. Jerry Coats, Divisional Dean of Liberal Arts, who presented a program highlighting the Volunteer Income Tax Assistance (VITA) program, English for Speakers of Other Languages (ESOL), and their Service Learning Program, and how those serve the community.
 4. Board Action Items and Board Business Related Items
 - a. Approval of Minutes of the Meetings of August 18 and August 29, 2011. On a motion by Mr. Carter, seconded by Mrs. Vandergriff, the Board voted, 4-0, to approve the Minutes of the regular meeting of August 18, 2011. On a motion by

Mrs. Vandergriff, seconded by Mr. Carter, the Board voted, 4-0, to approve the Minutes of the regular special meeting of August 29, 2011.

- b. Consent Agenda (Remove items/approval/consideration of items removed).
5. No items were removed from the consent agenda. On a motion by Mrs. Vandergriff, seconded by Mr. Carter, the Board voted, 4-0, to approve the consent agenda. Information relative to consent agenda items is available in the Supplemental Minutes Book (SMB).
- i. Consideration and Approval of Recommendation to expand the pool of approved architectural firms
 - ii. Consideration and Approval of the Recommendation to expand the pool of approved job order contracting (JOC) general contractors
 - iii. Consideration and Approval of appointment of Mark McClendon to Tax Increment Finance (TIF) Districts
6. Presentation on Redistricting Plan Public Hearing/SB 100 Implications. Mr. Tom Carr and Mr. Jesse Gaines presented information relative to the resolution to consider the new redistricting plan. One of the steps will be the passage of a resolution adopting the resolutions that have been proposed. We have to file a submission to the Department of Justice pursuant to the voting rights act. Mr. Gaines reminded the audience that this evening's presentation is considered a public hearing and that input is welcome. Mr. Carr presented the resolution to the Board and recommended that it be considered and adopted.

Dr. Morrison inquired as to when the decision will be made about what year (2012 or 2013) the proposed changes in redistricting would take effect and on what

basis that the decision will be made. Mr. Carr responded that the Board would make this decision, likely at the next meeting or at the October meeting. Based on the proposal, the elections would likely take place on odd-numbered years because of the issues with the primary elections. Elections are currently held in even-numbered years.

The Texas legislature, during its last regular session this year, modified the election code and several provisions of the code passed a series of laws, all compressed into Senate Bill 100 (SB 100), which affects our voting, specifically primary elections. Primary elections are conducted on even years and will be on even years in the future. Tarrant County College's elections are currently held on even years as well.

The effects of SB100 are that (1) The Tarrant County Elections Administrator can no longer guarantee that he can conduct college district trustee elections in May of even years, (2) Tarrant County election resources will be focused on conducting the Primary elections and any run-off elections that may be required, and (3) Voting equipment and experienced election workers may not be available to conduct elections for Tarrant County College in May of even numbered years.

One option is to maintain the current election cycle on May of even years. Considerations: (a) TCC may have to conduct the election on your own (equipment/storage costs), and (b) if no significant election, partners cost will go up from approximately \$25,000 to \$75,000 per single member district (assuming about 16 locations).

A second option is to move the election to November of even-numbered years. Considerations: (a) costly increase in number of polling places, and (b) potential ballot confusion.

A third option is to move the election to May on odd numbered years. Considerations: (a) may be the most cost efficient option, by sharing the expense with several entities (City of Fort Worth and others), and (b) if option is accepted, must be done prior to December 31, 2011 (October 2011 for the Department of Justice review).

Mr. Carr recommended that the Board adopt the third option. Based on this option, 2013 would be the first time the District would be able to conduct elections under the new plan.

Mrs. Vandergriff spoke in favor of moving to odd numbered years. She said that even though that would mean an extra year of service for some Board members, she felt that this plan was the best to follow. Mr. Carter, Mr. Greenhill, and Dr. Morrison all agreed with Mrs. Vandergriff.

On a motion by Mr. Carter, seconded by Mrs. Vandergriff, the Board voted, 4-0, to approve the resolution to establish the new redistricting plan as submitted. The resolution is available in the SMB.

7. Committee Reports

- a. Finance and Audit Committee. Mr. Greenhill reported that the auditor did send a report on expenses of Trustees' travel expenses and that there is nothing unusual to report. He tabled the appointment of a new committee chair until a replacement for Mr. Hudson has been named.

- b. Governance Committee. Mr. Joe Hudson has resigned and his effective date of resignation is to be determined. Mrs. Angela Robinson provided the two options that the committee was presented with. First, there could be a special election to replace Mr. Hudson which could cost between \$27,500 and \$83,600, depending on the participation of the City and the FWISD. Because of the timing, another election would have to wait until May 2012. The second option is an appointment by the Board to fill Mr. Hudson's position for the term until the next regular election. In this process, the Board could take applications via the District's website. This application would include a description of the duties of the appointee, and a deadline of September 26 to apply. A Board workshop would be held on September 29 Board to go over the applications.
8. Consideration and Action on Committee Recommendations. On a motion by Mr. Carter, seconded by Dr. Morrison, the Board voted, 4-0, to accept the recommended by the Governance Committee to fill the vacancy created by the resignation of Mr. Joe Hudson by appointment by the Board.
9. Presentation on Tarrant County College Foundation (TCCF) Institutional Naming Policy. Dr. Joe McIntosh presented a proposal to facilitate potential major gift opportunities for the benefit of Tarrant County College students and programs through a TCC Institutional Naming Policy. He provided a proposed policy document, as well as a summary of suggested naming opportunities. The Board will consider adoption of a new naming policy at a future meeting based on this proposal. Additional documentation is provided in the SMB.
10. Monthly Financial Report.

- a. Financial Summary Update. Mr. Mark McClendon stated that the statements provided to the Board are interim statements from August and are not yet final. He announced that he has presented the Board with financial statements for this month.
- b. Review of Income and Expenditures. There is a positive variance in the interest income statement of 203 percent because we had more cash on hand than was anticipated. The interest rate is hard to predict in today's market. In the area of staff insurance, there is a 127 percent variance. The Coordinating Board has cut our appropriations by five percent. We expect to have more adjusting entries based on that. The 2,000 percent variance includes the separation incentive. The program development area is at 112 percent; this is because we have a new program that had not been implemented. The Corporate Workforce Development area includes a new web-based software package for 200 licenses and for new computers. The Testing Center shows a 118 percent variance; this is because the Trinity River Campus was not previously included.
- c. Review of Investment Portfolio. We have used about \$14 million. Our new balance is now \$195 million. If compared to the T-Bill amount, TCC has 13-week yield of .68, which means the District is .66 better than the T-Bill on the 13-week. On the 26-week, the District is .63 better.

11. Chancellor's Report.

- a. New Staff Member Introductions.
 - Mrs. Angela Robinson who has been legal counsel to the District for many years is now Vice Chancellor for Administration and Legal Counsel.

- Mrs. Gladys Emerson is the new Vice President for Continuing Education Services at South Campus.
- Mrs. Sheryl Harris is the new Director of Program Development and International Initiatives.
- Dr. Karen Kusler is the new Director of Instructional Assessment.
- Mrs. Jacqueline Maki is the newly named Associate Vice Chancellor for Grants Development and Compliance.
- Mr. Arturo Martinez is the new Director of Graphics Services.
- Dr. Christine Hubbard is the new Dean of Humanities on the Northwest Campus.
- Dr. Condoa Parrent is the new Director of Counseling on the Northeast Campus.
- Dr. Jacqueline Washington is the new Vice President of Continuing Education Services on Northeast Campus.
- Ms. Julie Dennis is the new Director of Continuing Education Services on Northeast Campus.

b. Campus Accolades.

Northeast Campus

- Ashley Arrington, one of Lisa Uhlir's Government students in the Cornerstone Class of 2008, wrote us a note to inform us that she has just completed her first week of classes at Texas Wesleyan School of Law. In her note she states, "I have always considered my experience in the Cornerstone Honors Program to be valuable, and I know the knowledge I

gained there will help me as I continue on the path to attaining my J. D. degree.

- Continuing Education and the Divisions of Humanities and Science/Tech partnered to provide Summer Bridge Programs for high school students from the HEB ISD that were TSI liable in Reading, Writing, and Math. The program included classroom interaction with instructors as well as a computer software tool known as PLATO, which the students could access from their homes. Of the 85 students that registered for the program, 53 finished and retested in TSI. Thirty of these were TSI complete at the end of the summer and could register for college level courses. The goal this year is to expand the offerings of the bridge courses and include some in the spring semester.

Northwest Campus

- Burleson Fire Department recently made a successful rescue from the top of a 750-foot radio tower. The rescuers were trained by TCC Fire Service Training Center (FSTC) instructors just prior to the rescue. The FSTC received a letter of appreciation from Burleson Fire Department, in which Battalion Chief of Training Brent Batla stated that their personnel had the necessary confidence, knowledge, skills, and abilities to perform this rescue as a result of valuable training received at TCC.
- NW Campus student Emily Almaguer was awarded a \$500 scholarship in July from the Business Professionals of America student organization. Emily competed in BPA's Human Resources contest for TCC NW last

spring in Washington, D. C., and placed first in the nation. She subsequently applied for the scholarship and won the \$500 award. Emily was BPA chapter president on NW Campus in 2010-2011 and graduated with an AAS degree in Business in spring 2011.

South Campus

- Triesha Light, Associate Professor of Psychology at the South Campus, has been selected for the 2011 Legacy of Women Award given by Safe Haven of Tarrant County, Category-Education. The Award is to be presented on Friday, October 14, 2011, at a luncheon at the Omni Hotel.
- Gladys Emerson helps bridge students from adult basic education to college level courses through the I-BEST program.

Southeast Campus

- Mark Dolive, Director of Library Services on the Southeast Campus was appointed to the Texas State Library and Archives TexShare Advisory Board as the Community College representative. This appointed board works with the State Librarian in regard to the allocation of funds to the TexShare Library program. A good portion of these funds go into selected databases used by all state institutions of higher learning.
- Fall 2011 Extreme Orientation (New Student Orientation) had 1,960 students attending six separate orientation sessions offered in day/evening/weekend options.

Trinity River Campus

- Continuing Education continues its efforts to increase access to special needs students through Deaf Camp. In addition to programming for the usual College for Kids populations, Trinity River Campus places special emphasis on access to elementary students who are in public summer school. The students take their required academic courses at their public school and then are bused to Trinity River for activities that enhance their academics and also treat them to a "little fun." A modified College for Kids format provided Deaf Camp for high school students. The week-long pilot is the first of other camps designed to serve the often under-served special needs students.
- On August 29 the Idea Store opened.

a. Recent Activities

- i. August 19, New Faculty Orientation, Northwest Campus
- ii. August 22, Chancellor's Employee Appreciation Breakfast and Professional Development Day, Arlington Convention Center
- iii. August 25, Meeting with President Jake Schrum of Southwestern University
- iv. August 25, Fort Worth Business Press Annual CEO of the Year Luncheon, Fort Worth Club
- v. August 25-27, 2011 Links Governance Meeting, Washington D.C. (*Achieving the Dream*)
- vi. August 30, White House Council Winning the Future Roundtable, Freese & Nichols
- vii. September 1, The President's Council on Jobs & Competiveness Members, Southern Methodist University, Dallas, Texas

- viii. September 1, Meeting with Tom McKinney, Scott Spiker, Faye Beleu with United Way, May Owen Center
- ix. September 2, Northeast Campus Student Orientation Kick-off, Northeast Campus
- x. September 6, TREC Tour with Burlington Northern Santa Fe
- xi. September 6, TREC Tour with Local Business Leaders
- xii. September 6, TREC Tour with Healthcare and Community Leaders
- xiii. September 13, Texas Higher Education Coordinating Board Formula Advisory Committee, Austin, Texas
- xiv. September 14, TREC Tour with Healthcare and Chamber Executives

Mrs. Hadley thanked Dr. Tahita Fulkerson and her staff for providing tours of the new campus. She thanked Mrs. Nina Petty and her team for their efforts for opening the new campus on time and under budget. She thanked Mr. Joe Bosley for serving as the Interim Vice Chancellor for Information and Technical Services.

Tarrant County is receiving the Trailblazer Award for Sustainability for the two downtown campuses for the use of natural resources and our contribution to saving the planet. Trinity River Campus is Lead Silver Certified.

12. Board President's Report

Mr. Greenhill met with *The Collegian* staff on Wednesday and with Eddy Gallagher and Chris Whitney, sponsors of the paper. He acknowledged the excellent job that is done in regard to the District's newspaper. Dr. Fulkerson announced the October 1 opening activities for the Trinity River East Campus.

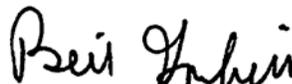
13. Closed Meeting.

- a. Deliberation on Real Property, Section 551.072, Texas Government Code. The Real property discussion will address the acquisition of property near property already owned by the College District.
- b. Deliberation on Pending/Contemplated litigation, Section 551.071, Texas Government Code.

The Board went in to closed session at 8:20p.m.

14. Consideration and Action on Closed Meeting Items. The Board returned from closed session at 9:15 p.m. No action was taken on the closed session meeting items.

15. Adjournment and Announcement of Next Meeting. The next regular meeting will be held on Thursday, October 20, at 6:00 p.m.



Bill Greenhill, President
Board of Trustees



O.K. Carter, Secretary
Board of Trustees