

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

October 20, 2011

6:00p.m.

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1. Call to Order. The Board of Trustees conducted its regular monthly meeting on Thursday, October 20, 2011, in the District Offices, May Owen Center, with Mr. Bill Greenhill presiding. Other trustees present were Mrs. Louise Appleman, Mr. O.K. Carter, Dr. Gwendolyn Morrison, Mrs. Kristin Vandergriff, and Mrs. Robyn Medina Winnett. Also present were Chancellor Erma Johnson Hadley and members of the TCCD staff.
 2. Public Comment. There were no public comments.
 3. Consideration and Action on Appointment of District 2 Trustee to the TCC Board of Trustees. Mr. Greenhill announced that interviews of the two candidates for the open Trustee position had taken place earlier at a special open meeting. Trustees voted for their candidate of choice by writing the name of their choice on a piece of paper; those votes were counted by Angela Robinson, vice chancellor for administration and legal counsel, who announced that Mr. Heede received the majority of votes. Those voting for Mr. Conrad Heede included Mr. Greenhill, Mr. Carter, Dr. Morrison, Mrs. Vandergriff and Mrs. Louise Appleman. Mrs. Winnett's vote was for Mr. Dennis Slechta. Mr. Greenhill announced Mr. Conrad Heede as the duly appointed trustee to serve District 2 on the Board of Trustees for Tarrant County College.

Mr. Greenhill said that the district is going to create a handbook to assist new Trustees as they take on their responsibilities. He thanked Mr. Slechta for his interest in serving the District as a trustee.

4. Presentation on Student Access and Success. Mrs. Hadley introduced Dr. Larry Darlage, President of the Northeast Campus, who in turn introduced Dr. Jackie Washington, Vice President of Continuing Education Services, who presented a program about the new Haltom City Northeast Center. Dr. Darlage said that this Center is an excellent example of student access and success. Mr. Hank Johnson, Coordinator, was recognized for his involvement in the Center. The Center, which opened on June 13, 2011, provides expanded classroom and program offerings for both continuing education as well as credit programs. The PowerPoint presentation is available in the Supplemental Minutes Book (SMB). Haltom City Mayor Richard Hutchison and City Council Member Darlene Hooks thanked the District for the collaborative efforts that helped make the Center a success. City Manager Tom Muir and Assistant City Manager Chuck Barnett were also recognized for their efforts in helping make the Center a reality for the citizens of Tarrant County.
5. Board Action Items and Board Business Related Items
 - a. Approval of Minutes of the Meetings of September 15, 2011. On a motion by Mrs. Vandergriff, seconded by Mr. Carter, the Board voted, 6-0, to approve the September 15, 2011 Board Minutes.
6. Consideration and Action on a Resolution and Order Modifying Trustee ElectionDate. Mr. Tom Carr and Mr. Jesse Gaines summarized the benefits of modifying the Trustee Election date to odd years, based on previous presentations.

Mr. Carter read the resolution and order modifying the trustee election date. (See SMB for resolution.) On a motion from Mr. Carter, seconded by Mrs. Vandergriff, the Board voted, 6-0, to accept the resolution to change the move trustees election date to May of odd-number dates, and modify the service of those serving in districts which would have ended in 2012 to be extended an additional year to meet the new election date.

7. Consent Agenda (Remove items/approval/consideration of items removed). At the suggestion of Mrs. Hadley, the Board agreed to remove item 7f from the Consent Agenda. On a motion by Mrs. Appleman, seconded by Mrs. Vandergriff, the Board voted, 6-0, to approve the consent agenda as amended. Information relative to consent agenda items is available in the Supplemental Minutes Book (SMB).
 - a. Consideration and Approval on Proposed Policy Changes to CAL (LEGAL)
 - b. Consideration and Approval on Trial Easement Agreement with Tarrant Regional Water District on Northwest Campus
 - c. Consideration and Approval on Extension of Notice to Proceed and Contract Authorization with BOKA Powell
 - d. Consideration and Approval on Recommendation of Contract Extension with TPG + Parsons
 - e. Consideration and Approval on Recommendation of Contract Extension with Sewell Advisory Services
 - f. Consideration and Approval on Change Order to C F Jordan Construction on Construction of Southeast Campus New Entrance Road(**Removed**)

- g. Consideration and Approval on Change Order to Struhs Construction on Trinity River Sidewalk Renovation Improvements
 - h. Consideration and Approval on Board Renewal of Mark McClendon to City of Fort Worth Tax Increment Finance (TIF) Districts and Appointment to TIF #3
8. Consideration and Action on Items removed from Consent Agenda. There was no discussion on the removed item at this time.
9. Committee Reports
- a. Finance and Audit Committee. Mr. Greenhill reported that the Finance and Audit Committee did not meet this month.
 - b. Governance Committee. Mr. Greenhill reported that the Governance Committee met to determine how to conduct the trustee election. The Committee discussed the possibility of revising procurement policies to make it more clear as to when documents and contract items need to be brought to the attention of the Board. Mr. Carter said that the Board needs to approve the Purchasing Manual.
10. Consideration and Action on Committee Recommendations. No committee action was taken at this time.
11. Consideration and Action on a Resolution on Taxation of Goods in Transit. Mr. Mark McClendon, vice chancellor for finance, explained that the 82nd Texas Legislature passed an amendment to House Bill 1 as it concerns the goods in transit exemption. The exemption was further limited to only include goods that are stored in a public warehouse facility which is not owned by the person who owns the goods. If a taxing unit wishes to tax these goods, rather than exempt them, the

amendment requires the taxing unit to conduct a public hearing, take action and vote in order to “opt out” of exempting the goods in transit. This action must be taken before December 31, 2011. In October 2007, the Board passed a resolution to continue to tax such goods-in-transit. Accordingly, it is in the best interests of the district to continue to tax such goods-in-transit. Not to do this would mean that the District would forego \$1.35 million in revenue.

On a motion by Mr. Carter, seconded by Dr. Morrison, the Board voted, 6-0, to accept the resolution as read by Mr. Carter (available in the SMB) that the goods-in-transit, as defined Tex. Tax Code 11.253(a)(2), as amended by Senate Bill 1, enacted by the 82nd Texas Legislature in Regular Session, shall remain subject to taxation by the Tarrant County College District.

12. Monthly Financial Report.

- a. Financial Summary Update. Mr. Mark McClendon announced that he has presented the Board with financial statements for this month.
- b. Review of Income and Expenditures. We compare the yearly expenditures by dividing the total expense for the period by twelve. Then we look at anything that shows higher than expected. This month we looked at items that were higher than eight percent. Those that show higher than this are expenditures that were encumbered for the whole year, and not just for the month.
- c. Review of Investment Portfolio. TCC’s investments are doing very well. TCC has an excellent interest rate of 1.7; in the market today .5 is more standard. Compared to the T-Bill amount, TCC has 13-week yield of .67, which means the

District is .66 better than the T-Bill on the 13-week. On the 26-week, the District is .631 better.

13. Consideration and Action on Proposed Institutional Naming Policy. Mrs. Hadley presented the proposal to the Board for consideration with an explanation that the policy can be changed at any time the Board wishes. Dr. Joe McIntosh explained that a red-lined copy of changes made on the since last month was in the Board packet. (See SMB.) On a motion by Mrs. Appleman, seconded by Mrs. Vandergriff, the Board voted, 6-0, to accept the institutional naming policy as presented.

14. Chancellor's Report

a. New Staff Introductions.

- Mrs. Altheria Gaston has been named Divisional Dean of Business and Behavioral Sciences on South Campus.
- Dr. Jerry Hutyra has been selected Divisional Dean of Technology and Social Sciences on South Campus.
- Ms. Dionne Jones has been named Director of Grants Compliance in the District offices.
- Captain Shaun Williams has been promoted from Assistant Chief of Police to Chief of Police.
- Terri O'Neal Ford has been named Paralegal in the Office of the Vice Chancellor for Administration and Legal Counsel.

b. Campus Accolades.

Northeast Campus

Northeast Radio and Television Broadcasting program coordinator Jerry Zumwalt has been named a Fellow for the Academy of Television Arts and Sciences Foundation 2011 Faculty Seminar held in Hollywood during November. Selected as one of twenty Fellows from among faculty in television programs at colleges and universities across the country, Assistant Professor Zumwalt travels to Los Angeles for five days of discussions, presentations and interactions with top production and programming people from major studios, Hollywood productions companies, and the television networks. The fellowship is funded by the Emmy's Foundation, the educational arm of the academy that awards the Emmy's each year. The Academy Fellowship is one of Professor Zumwalt's Faculty Development Leave activities for the 2011-2012 academic year.

ModestaTollison, Instructor of ESOL and Spanish at Northeast, chaired the planning committee for the second annual Abrazando al Exito event held at the Trinity River Campus on October 5. It was a superb district-wide team effort to plan this event. Preliminary numbers indicate an attendance of more than 200, most of them students with over 50 faculty/staff/administrators in attendance! The students were very excited about the scholarship award and other prizes provided to them thanks to the generosity of several individuals/entities, including the LLC Asphalt Construction Company whose

owner spontaneously offered a scholarship for the Spring semester to the young lady who received the first scholarship.

Northwest Campus

NW Criminal Justice Training Center and Fire Service Training Center employees and cadets came together to honor those lost in the tragic events of 9/11 in the 3rd Annual 9/11 Memorial Run. The run consisted of participants climbing the Five-story Fire Service Training Center tower twenty-two times to simulate climbing the 110 stories of the World Trade Center Towers.

The Fall 2011 Student Success Conference was held September 13th and 14th on the Northwest Campus of Tarrant County College. More than 650 students, including students from our Marine Creek Collegiate High School, attended over 20 sessions covering topics such as: time management, student success in the classroom, test-taking skills, note-taking skills, math study skills, success in science, resume writing, PowerPoint basics, passing the Accuplacer, and learning styles. There were also sessions that focused on the body and mind, like yoga and dancing.

South Campus

South Campus Biology faculty members Larry Collins, Ping-Sha Sheffield, Christina Snaples and Dr. Jean de Schweinitz are authors of the lab manual "General College Biology Laboratory Manual" 2nd edition, Kendall/Hunt Publishing Co., 2011. This second edition just came out this fall.

Jerry Barton, Assistant Professor of Biology, is reviewing a couple chapters for McGraw-Hill and a whole new textbook review for Burston House. He is also beginning the planning and preparing stages for teaching the spring break in Kenya.

Cristina Martinez, Instructor of Speech, Robert Tinajero, Instructor of English, and Jennifer Jackson, Public Services Librarian, served as organizers for a Read-in Event in honor of Hispanic American History Month, and the Hispanic American Authors Display in the Library.

Southeast Campus

Southeast Campus hosted the “Streets of Mansfield” on Saturday, September 10. This was a joint venture between the Mansfield Economic Development Office and Southeast Campus. Seventy Mansfield Businesses participated in the day-long event that brought more than 500 Mansfield area residents to the campus.

Nineteen faculty at Southeast Campus volunteered to participate in a Caring Behavior Project this year based on research by university professor Ava Miller in which faculty will implement strategies to improve retention and outcomes and create workshops to share success initiatives.

Trinity River Campus

In September, 58 junior and senior students from the North Side High School’s Gold Seal Program of Choice for the Medical Professions toured Trinity River East Campus. After seeing the L.I.V.E. Hospitality and the Skills Lab, plus other health facilities on their tour, students who had thought they would begin their medical training at a four-year institution reported that they will start at TCC instead.

Responses from the students were so enthusiastic that the ninth and tenth graders have expressed interest in a tour of their own.

At the October 1 Open House for Trinity River East Campus, *Chef* Bryan Stewart grilled more than 1100 hot dogs for community and District visitors. About 500 people toured the facility during the four-hour event. The Fort Worth ISD provided school buses for transportation to and from the event.

Continuing Education Services

The Association of Small Business Development Centers (ASBDC) announced the Top Five Google Uptick Award winners at its 31st Annual ASBDC conference, September 16, in San Diego California. Brandon Jones, owner of Galaxy Parties of Fort Worth and an instructor with the TCC SBDC was the recipient of one of these prestigious awards. The award recognizes small businesses that have used Google products to tackle existing business challenges, tap into new opportunities, or increase productivity to improve their business results.

Pastor Damon Halliday, Fort Worth Ministerial Alliance in the stop six area, has partnered with the FWOC to train four candidates in Computer Numerical Control (CNC) training and one in GED courses.

Corporate Services has completed the first year of the Texas Skills Development Health Care grant with a 97% completion rate. The grant provides advanced training and certificate programs for 1500 nurses. TCC is working directly with nine (9) area hospitals to train 750 nurses located in Tarrant, Dallas, and Denton counties. TCC was awarded \$771,500 for the first year of training and \$106,393 for equipment.

c. Recent Activities.

- i. September 16, Jobs and Education for Texans (JET) program recognition, Susan Combs, State Comptroller, Trinity River East Campus
- ii. September 16, Accepted Trailblazer Award for Sustainable Development for the Trinity River and Trinity River East Campuses presented at the 5th Annual Downtown Fort Worth Inc., Luncheon, Omni Hotel
- iii. September 17, Speaker, Score a Goal in the Classroom school initiative, Trinity River Campus.
- iv. September 20, Trinity River East Campus Tour with Local Business Leaders
- v. September 21, Trinity River East Campus Tour with Mayor Betsy Price, UTA President Jim Spaniolo and UTA staff
- vi. September 21-22, Speaker, Congressional Black Caucus Forum, Washington, DC
- vii. September 24-25, Keynote Speaker, College and University Professional Association for Human Resources, Orlando, Florida
- viii. September 25-28, Education National Summit, New York, New York
- ix. September 28, Honoree, North Texas Commission Annual Luncheon, Irving, TX
- x. September 29, Speaker, TCCD Quarterly Vendor Brief, Trinity River Campus
- xi. September 30, Speaker, District Archives Open House, Northeast Campus
- xii. October 1, Trinity River East Campus Open House
- xiii. October 5, Speaker, Texas Community College Instructional Leaders Conference, Omni Hotel
- xiv. October 11, Texas Higher Education Board Formula Funding Advisory Committee, Austin, TX
- xv. October 11, Association of Community Colleges Trustees Board of Directors Dinner, El Centro College, Dallas, TX

- xvi. October 12, Texas Association of Community Colleges Trustees and Administrators Conference, Hyatt Regency, Dallas, TX
- xvii. October 12-15, Association of Community College Trustees 42nd Annual Leadership Congress, Dallas, TX
- xviii. October 18, Conversations with the Chancellor, Trinity River Campus
- xix. October 18, Conversations with the Chancellor, Tarrant County College Opportunity Center

Mrs. Hadley announced that TCC had received the award for Trailblazer for Sustainable Development and presented a video highlighting the eco-friendly features of the Trinity River Campus.

Plans for performance-based funding will be coming from the state level soon. Mrs. Hadley has been asked to serve on the committee to help determine how community colleges will be funded in the future.

15. Board President's Report

- a. Association of Community College Trustees 42nd Annual Leadership Congress. TCC's Board members attended the recent ACCT Conference. TCC was presented the Equity Award for the Western District. Several Board members made presentations at the conference. Mrs. Vandergriff shared informed she gained from the conference.
- b. Achieving the Dream Report. The Community College Survey of Student Engagement compares TCC's data to cohort institutions.
- c. Developmental Education Institute Program. There is a program tomorrow on the Trinity River Campus regarding developmental education.

16. 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.

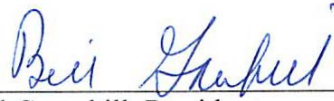
- b. Deliberation on Personnel Matters, Section 551.074, Texas Government Code. The deliberation will include a discussion on candidates for the position of President at the South and Southeast campuses.

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

The Board went in to closed session at 7:50 p.m.

17. Consideration and Action on Closed Meeting Items. The Board returned from closed session at 8:43 p.m. No action was taken on the closed session meeting items.

18. Adjournment and Announcement of Next Meeting. The next meeting will be held on Thursday, November 17, 2011 at 6:00 p.m.



Bill Greenhill, President
Board of Trustees



O.K. Carter, Secretary
Board of Trustees