

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

June 21, 2012

6:00 p.m.

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1. Call to Order. The Board of Trustees conducted it's regular monthly meeting on Thursday, June 21, 2012, in the District Offices, May Owen Center, with Mr. Bill Greenhill presiding. Other trustees present were Mrs. Louise Appleman, Mr. O.K. Carter, Mr. Conrad Heede, Dr. Gwendolyn Morrison, and Mrs. Kristin Vandergriff. Also present were Chancellor Erma Johnson Hadley and members of the TCCD faculty and staff.
2. Public Comment. There was no public comment.
3. Presentation on Student Access and Success and Administrative Programs and Projects.
  - a. Trinity River Campus "Student Success Continuum." Campus President Tahita Fulkerson, assisted by Vice Presidents Adrian Rodriguez, Bryan Stewart, and Robert Munoz, reported on this program of campuswide collaboration to form a pathway to students success. They noted, from a long list, several initiatives designed to move students along the four steps of the continuum – Access, Transitions, Engagement, and Success. A copy of the presentation is found in the Supplemental Minutes Book (SMB).
  - b. VELT Chinese Delegation Visit. Ms. Sheryl Harris, director of curriculum development and international initiatives, described her international

responsibilities as “building global citizenry” through an interconnected program of professional development, administrative exchanges, study abroad programs, Sister Cities programs, and entrepreneurial initiatives. She then showed a PowerPoint (SMB) giving highlights of the May visit by the Vocational Education Leadership Training (VELT) team from China.

- c. Alliance Learning Center. Tom Harris of Hillwood Properties greeted the board and introduced Dr. David Wells, vice chancellor for academic affairs, who recounted the history of the relationship between TCC and Alliance, gave the rationale for a TCC facility at Alliance, and said the goal of the presentation was to provide more information on such a facility. Mr. Clint Grant, dean of the Business, Technology and Transportation Division at Northwest Campus, then showed a DVD and PowerPoint (SMB) on the present state of the aviation industry in North Texas and the need for a training facility such as is being proposed. Training at the center would be through a cooperative agreement among TCC, the University of North Texas, and Embry-Riddle Aeronautical University. He gave a history of the Northwest Campus aviation program, reiterated the local need for a trained aviation workforce, put forth a rationale for an Alliance learning center, and described what such a center would mean for TCC. In answer to a question from Mrs. Appleman, Chancellor Hadley made it clear that the three new programs to be voted on later in the meeting are not contingent on the construction of an Alliance facility. Mr. Harris then introduced Mr. Craig Cunningham of the Wells-Nelson Financial Investment Group, who described an option (SMB) whereby the private sector could build an Alliance

facility that TCC would obtain through a lease/purchase agreement. Mr. Harris said that, using this option, a facility could be built on land already owned by TCC for about \$70 million or another presently existing facility could be retrofitted for about \$44 million. This process, he said, would result in a savings to TCC of 15 to 18 percent from figures presented by Jacobs Engineering at the May 24 board meeting. Mr. Mike Berry of Hillwood Properties then spoke about the status of North Texas as a leading center of aviation, the need to fill gaps in the aviation workforce, and the positive role that could be played by TCC in an Alliance Learning Center.

4. Board Action Items.

- a. Approval of the Minutes of the Meeting of May 11, 2012. On a motion by Dr. Morrison, seconded by Mrs. Appleman, the board voted, 6-0, to approve the minutes as presented.
- b. Budget Parameters/Assumptions and Management Explanation of Current Practices with Respect Thereto. Chancellor Hadley called on Mr. Mark McClendon, vice chancellor for finance, who gave a PowerPoint presentation (SMB) that analyzed, in terms of current practices, each of the 11 points in the budget parameters put forward by Mr. Carter. Mr. Carter responded that, while most of the parameters are being observed, questions remained about No. 10 (board vetting and approval of certain new positions and salary increases) and No. 11 (a minimum \$10 million annual set-aside for major capital improvement projects). Mr. Greenhill observed that the board should examine the College's needs before deciding on any specific amounts. Chancellor Hadley said that the

College does set aside funds from each year's budget dedicated to major capital outlay and has been disciplined in observing the "pay-as-you-go" process. Mr. Carter agreed that any set-aside should be made after a needs analysis. As to parameter No. 10, Mr. Carter said that, in his view, personnel and salaries are elements of the budget, the budget is an instrument of policy, and the board should have more input, both during annual budget preparation and approval and in the interim. Chancellor Hadley said that the College needs the flexibility to repurpose money and people in order to respond to the various requirements of the College mission. She said she and the staff would do their best to inform the board prior to actions such as those described in parameter No. 10. There was no motion for board approval of the parameters.

5. Consent Agenda.

- a. Consideration and Approval of Proposed Policy Changes to DBA (Local); DC (Local) and DLC (Local).
- b. Consideration and Approval of New Policies Describing Semester Credit Hours and Substantive Change.
- c. Consideration and Approval of New Programs (Advanced Composites Technology, Professional Pilot, Logistics and Supply Chain Management).

Mrs. Hadley informed the board that Consent Agenda Items a and b had been pulled from the agenda because there had been insufficient time for legal review. On a motion by Dr. Morrison, seconded by Mr. Heede, the board voted, 6-0, to approve the Consent Agenda.

6. Consideration and Approval of Items Removed from Consent Agenda. There were no items requiring approval.
7. Committee Reports.
  - a. Audit and Finance Committee. Mrs. Appleman noted that the College had received a letter (SMB) from the law firm of Linebarger, Goggan, Blair and Simpson recapping delinquent tax collection activity for the month of April 2012.
  - b. Governance Committee. No report. Mr. Greenhill announced there will be a board meeting on Thursday, July 5, to discuss the Boka Powell report on the College Institutional Plan.
8. Consideration and Approval of Committee Recommendations.
  - a. Student Success Board Action Plan. Mrs. Vandergriff of the Governance Committee noted that the board had seen an earlier draft of the plan. The only change from that draft, she said, was that the meetings of the board as a committee of the whole on Student Success will be thrice yearly instead of monthly. On a motion by Mrs. Vandergriff, seconded by Dr. Morrison, the board voted, 6-0, to approve the action plan (SMB).
9. Police Department Annual Traffic Contact Report 2011. Vice Chancellor for Administration and General Counsel Angela Robinson introduced Chief of Police Shaun Williams, who briefed the board on the 2011 Traffic Contact Report (SMB) as required by the Texas Code of Criminal Procedure.
10. Consideration and Approval of Request to Purchase Epsilen Software for Advising and Early Alert Support Services: Amount \$137,960. On a motion by Dr. Morrison,

seconded by Mrs. Vandergriff, the board voted, 6-0, to approve the purchase in the amount set forth in the agenda item. (Supporting materials in SMB)

11. Consideration and Approval of Purchase of Various Dell Products: Amount, \$745,013.77. On a motion by Mrs. Appleman, seconded by Mr. Carter, the board voted, 6-0, to approve the purchase in the amount set forth in the agenda item. (Supporting materials in SMB)
12. Consideration and Approval of Purchase with Microshare, Inc., to Provide Forescout Brand CounterAct Network Access Control (NAC) for TCC Data Network: Amount, \$115,652. On a motion by Dr. Morrison, seconded by Mrs. Vandergriff, the board voted, 6-0, to approve the purchase in the amount set forth in the agenda item. (Supporting materials in SMB)
13. Consideration and Approval of Purchase of Cisco Networking Equipment to Upgrade Data and Voice Services: Amount, \$963,683.69. On a motion by Mr. Carter, seconded by Mrs. Appleman, the board voted, 6-0, to approve the purchase in the amount set forth in the agenda item. (Supporting materials in SMB)
14. Consideration and Approval of Purchase of Adobe Enterprise License for Creative Suite Software: Amount, \$164,894. On a motion by Mr. Heede, seconded by Dr. Morrison, the board voted, 6-0, to approve the purchase in the amount set forth in the agenda item. (Supporting materials in SMB)
15. Consideration and Approval for Acela Technologies, Inc., to Provide Design, Equipment, and Installation for a Distributed Antenna System at Trinity River East Campus: Amount, \$563,255. On a motion by Dr. Morrison, seconded by Mrs.

Vandergriff, the board voted, 6-0, to approve the purchase in the amount set forth in the agenda item. (Supporting materials in SMB)

16. Consideration and Approval of Final Deductive Change Order for Rayco Construction, Inc., for Board Approved Remodel at Northeast Campus Technology Arts Building (NTAB), Rooms 2107 and 2109: Amount, \$(25,404.19) credit. On a motion by Dr. Morrison, seconded by Mrs. Vandergriff, the board voted, 6-0, to approve the deductive change order in the amount set forth in the agenda item. (Supporting materials in SMB)
17. Consideration and Approval of Job Order Contracting (JOC) Agreement with Basecom, Inc., for Site Drainage Improvements at South Campus: Amount, \$515,136.54. On a motion by Dr. Morrison, seconded by Mr. Heede, the board voted, 6-0, to approve the agreement in the amount set forth in the agenda item. (Supporting materials in SMB)
18. Consideration and Approval of Buy Board Cooperative Service Agreement with Enviromatic Systems to Provide Equipment and Installation of Air Handling Equipment for South Campus Automotive Collision Building (SACR): Amount, \$225,327. On a motion by Mrs. Appleman, seconded by Mr. Carter, the board voted, 6-0, to approve the agreement in the amount set forth in the agenda item. (Supporting materials in SMB)
19. Consideration and Approval of Buy Board Cooperative Service Agreement with IEC Control Shop to Provide Equipment of Flow Meters in the South Campus Central Plant Infrastructure: Amount, \$208,106.63. On a motion by Dr. Morrison, seconded

by Mr. Heede, the board voted, 6-0, to approve the agreement in the amount set forth in the agenda item. (Supporting materials in SMB)

20. Consideration and Approval of Buy Board Cooperative Service Agreement with Texas AirSystems for Equipment and Installation of Two Air Handling Units for Northeast Campus Student Center Building (NSTU): Amount \$291,764. On a motion by Mr. Heede, seconded by Mr. Carter, the board voted, 6-0, to approve the agreement in the amount set forth in the agenda item. (Supporting materials in SMB)
21. Monthly Financial Report. Mr. McClendon noted that, as of May 31, the College had received 90.6 percent of budgeted income. Expenditures as of the same date were at 73.2 percent. Referring to the Investment Portfolio, he reported that the TCC Foundation had, as of May 31, a book value of \$7.48 million. The total portfolio, minus Foundation funds, was \$253.46 million. Total portfolio yield for the month ended May 31 was .61 percent.
22. Chancellor's Report.
  - a. New Staff Member Introductions. Director of Procurement Mike Herndon introduced Mr. Andre McEwing, Manager of Supplier Diversity, a former TCC student and the son of former South Campus Dean of Students Mitch McEwing.
  - b. Campus Accolades. Chancellor Hadley commented that many of the accolades involved the recent NISOD conference in Austin that had 55 participants from TCC and to which she had given the opening welcome. She noted the following:



Northeast Campus – Work by Adjunct Susannah Keneda and Fashion

Retailing students on a North East Mall promotion, the Children’s Center auction, and the participation by the Continuing Education Services staff in a meeting with Tarrant County Workforce Board Counselors.

Northwest Campus – Receiving of the Charles Taylor Master Mechanic

Award by Aeronautical Adjunct Curtis Landrum, participation by Fort Worth ISD students in the Vital Link Program, and the donation to a food bank of vegetables by the members of the Community Garden.

South Campus – The annual High School Jazz Festival, completion of the

College Readiness Program by 32 students, and a letter praising the training received by students in the Massage Therapy Program.

Southeast Campus – Receiving of a Community College Humanities

Association-National Endowment for the Humanities Bridging Cultures Project Grant by faculty members Bradley Borougerdi and Gergory Kosc, and Dean Josué Muñoz; the campus Memorial Day Observance; and the Beverage Day Student Feedback Event.

Trinity River Campus – Attendance by Vice President Robert Muñoz, faculty

member Hector Menchaca, and Coordinator of Community Outreach and Service Learning Serafin Garcia at a Latino Male Symposium in Austin; the awarding of an Associate of Arts degree to faculty member Sophia Garcia, who undertook the coursework to learn more about the TCC student experience; and the reception celebrating the earning of GEDs by non-workforce program students.

Continuing Education Services – Work by Suzanne Carter to help establish a Memorandum of Articulation between TCC and Tarleton State University.

Small Business Development Center – Receiving of a \$160,000 grant to provide training and support to veteran-owned small businesses.

Corporate Services – Receiving of a \$744,845 Skills Development Fund Grant in partnership with GE Manufacturing Solutions.

Workforce Services – Partnership with the Tarrant Literacy Coalition to provide ESL and GED courses in local churches.

Student Success – Second Annual Student Development and Success Institute attended by 280 participants.

The full list of accolades is found in the Supplemental Minutes Book.

c. Recent Activities:

- May 14, Plaza in Sundance Square Stakeholder Workshop, Norris Conference Center
- May 14, Representative Vickie Truitt, Keller
- May 15, CEO Roundtable, Trinity River East Campus
- May 15, Panelist at Student Success Leadership Forum, Pearson Events Center, Austin
- May 16, Achieving the Dream Core Team, Northeast Campus
- May 17, LEAD Board of Director's Meeting, Fort Worth Club
- May 17, North Texas Commission (NTC) May Board of Director's Meeting, Omni Mandalay, Irving
- May 17, Emerging Leaders Workshop, Trinity River Campus

- May 18, Closing Chinese VELT Delegation Dinner & Reception, Trinity River East Campus
- May 23, TCC Foundation Board Meeting, Trinity River Campus
- May 23, Student Development Institute Dinner, Trinity River East Campus
- May 24, Speaker at 2012 Student Development Institute, Southeast Campus
- May 27-29, Speaker at National Institute for Staff and Organizational Development (NISOD) Annual Conference, Austin Convention Center, Austin
- May 31, Emerging Leaders Dinner, Carrabba's Italian Grill, Hurst
- June 4, Streams and Valleys Board Meeting, Botanic Garden Center
- June 5, Panelist at Texas Cross-Agency Summer Institute, Austin
- June 6, Fort Worth Chamber Annual Meeting & Luncheon, Worthington Renaissance
- June 12, Tarrant County College and Tarleton State University Memorandum of Articulation (MOU) Signing, Trinity River East Campus
- June 12, Speaker at PATHS Forward 2012, Trinity River Campus
- June 18, Speaker at Juneteenth Celebration, Ella Mae Shamblee Library
- June 19-20, Achieving the Dream Two-Day Coaches Meeting, Northwest Campus
- June 21, Fort Worth Metropolitan Black Chamber of Commerce Annual Luncheon, Hilton

23. Board President's Report.

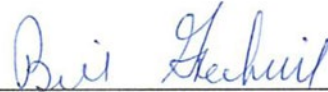
- a. Mr. Greenhill reported on his and other trustees' attendance at the Community College Association of Texas Trustees meeting. Mr. Greenhill has been elected to the CCATT Board of Directors.
- b. Achieving the Dream Update. Mrs. Appleman reported on the recent two-day meeting of the AtD Core and Data Committees meeting with TCC's AtD coaches. She reported on the approved recommendations and said that the time begins now to implement those recommendations. She said that tonight's approval of the Student Success Plan may require some changes in College policies. She showed a PowerPoint (SMB) that detailed work done on each campus. Dr. Morrison expressed her thanks, and that of all her fellow trustees, to Mrs. Appleman for her work on AtD.

24. Closed Meeting.

- 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 a discussion on Trustee Self-Evaluation.
- 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.

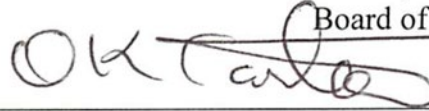
25. Consideration and Action on Closed Meeting Items. Since there was to be no action on Closed Meeting items, Mr. Greenhill adjourned the meeting.

26. Adjournment and Announcement of Next Meeting. Mr. Greenhill adjourned the meeting at 9:16 p.m. The next meeting of the Board of Trustees will be at 6 p.m. on Thursday, July 5, 2012, in the May Owen Center.



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Bill Greenhill, President,  
Board of Trustees



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O.K. Carter, Secretary,  
Board of Trustees