

TARRANT COUNTY COLLEGE DISTRICT

Regular Meeting of the Board of Trustees

August 16, 2012

6:00 p.m.

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1. Call to Order. The Board of Trustees conducted its regular monthly meeting on Thursday, August 16, 2012, in the District Offices, May Owen Center, with Mr. William Greenhill presiding. Other trustees present were Mrs. Louise Appleman, Mr. O.K. Carter, Mr. Conrad Heede, Dr. Gwendolyn Morrison, and Mrs. Robyn Medina Winnett. Also present were Chancellor Erma Johnson Hadley and members of the TCCD faculty and staff.
2. Public Comment. There was no public comment.
3. Board Action Items and Board Business Related Items
  - a. Approval of Minutes of the Meetings of May 24, 2012, June 21, 2012, July 5, 2012, and August 8, 2012. It was noted that there had been a blank space left for a name in the May 24 minutes. That name, Tasi Hines, has now been added. On a motion by Dr. Morrison, seconded by Mr. Carter, the minutes were approved as submitted or corrected.
4. Consent Agenda:
  - a. Consideration and Approval of TCCD Investment Broker List
  - b. Consideration and Approval of Proposed Recommendations for Tenure and Promotion in Rank
  - c. Consideration and Approval of Inter-Local and Cooperative Agreements
  - d. Consideration and Approval of Proposed Policy Changes to DGBA (LOCAL); DM (LOCAL); DBA (LOCAL); DC (LOCAL) and DLC (LOCAL)

e. Consideration and Approval of New Policy Describing Semester Credit Hours and Substantive Change

5. Consideration and Approval of Items Removed from Consent Agenda. No items were removed.

6. Committee Reports.

a. Audit & Finance Committee.

- Hotline/Ethics and Compliance Policy – Mrs. Appleman said that the committee had reviewed the final versions of the proposed new policy and the change to a current policy (see Agenda Item No. 7). Mrs. Angela Robinson, vice chancellor for administration and general counsel, said that drafts of both policies had undergone review by the staff of the Texas Association of School Boards.
- Procurement Procedures Manual – Mrs. Appleman called on Mr. Mark McClendon, vice chancellor for finance, who introduced Mr. Michael Herndon, director of procurement. Mr. Herndon summarized major changes to the manual, and asked trustees to route any feedback through Mrs. Appleman prior to the manual's being brought to the board for final approval in September.

b. Governance Committee. No report.

7. Consideration and Approval of Committee Recommendations.

a. Hotline Policy NEW (LOCAL) and Ethics and Compliance Policy CDE (LOCAL). On a motion by Mrs. Appleman, seconded by Mr. Heede, both the new and revised policies were approved unanimously.

8. Consideration and Approval of Final Deductive Change Order for Austin Commercial-ConReal for Construction of Trinity River East Campus. Amount: (\$7,227,538.03) CREDIT. Chancellor Hadley observed that the total amount of money saved by Mrs. Nina Petty, vice chancellor for real estate and facilities, and her team from the original project cost is almost \$10 million. Motion for approval was made by Mr. Heede, seconded by Dr. Morrison, and approved unanimously.

9. Consideration and Approval of Contract with Lee Lewis Construction for Northwest Campus Police Academy Firing Range (WPFR) Construction. **Amount: \$5,014,560.00.** Motion for approval was made by Mrs. Appleman, seconded by Mr. Heede, and approved unanimously.
10. Consideration and Approval of Cooperative Agreement with Action Target, Inc. to Provide Equipment and Installation for Northwest Campus Police Academy Firing Range (WPFR) Ballistic and Ventilation Systems. **Amount: \$3,100,511.66.** Motion for approval was made by Mr. Heede, seconded by Dr. Morrison, and approved unanimously. This agreement was part of the motion approved in Agenda Item No. 9.
11. Consideration and Approval of Job Order Contracting General Contractor (JOC-GC) Agreement with Chambers Engineering, LLC for Phase I of Entrance Roads and Traffic Signals at Southeast Campus. **Amount: \$959,628.45.** Motion for approval was made by Mr. Carter, seconded by Mr. Heede, and approved unanimously.
12. Consideration and Approval of Job Order Contracting General Contractor (JOC-GC) Agreement with 3i Construction for Renovation of Faculty Office Buildings C and F (SFOC & SFOF) at South Campus. **Amount: \$974,427.96.** Motion for approval was made by Mrs. Appleman, seconded by Dr. Morrison, and approved unanimously.
13. Consideration and Approval of Job Order Contracting General Contractor (JOC-GC) Agreement with Struhs Commercial Construction for Flood Mitigation of Campus Learning Center (SCLC) at South Campus. **Amount: \$276,809.** Motion for approval was made by Mr. Carter, seconded by Mr. Heede, and approved unanimously.
14. Consideration and Approval of Interlocal Agreement with Fort Worth Electric to Provide Equipment and Installation of Eight Code Blue Bollards, Raceways and Power Wiring on Parking Lots at South Campus. **Amount: \$105,400.** Motion for approval was made by Mr. Heede, seconded by Dr. Morrison, and approved unanimously.

15. Consideration and Approval of Buy Board Cooperative Agreement with Environmatic Systems to Provide Equipment and Installation to Upgrade Campus Student Center Building (NSTU) Control Systems at Northeast Campus. **Amount: \$125,660.** Motion for approval was made by Mr. Heede, seconded by Dr. Morrison, and approved unanimously.
16. Consideration and Approval of Buy Board Cooperative Agreement with Environmatic Systems to Provide Equipment and Installation to Upgrade Campus Health Science Building (NHSC) Control Systems at Northeast Campus. **Amount: \$135,332.** Motion for approval was made by Mrs. Appleman, seconded by Mr. Heede, and approved unanimously.
17. Consideration and Approval of Buy Board Cooperative Agreement with Environmatic Systems to Provide Equipment and Installation to Upgrade Campus Faculty Offices Building (NFAC) Control Systems at Northeast Campus. **Amount: \$113,012.** Motion for approval was made by Mr. Heede, seconded by Dr. Morrison, and approved unanimously.
18. Consideration and Approval of Cooperative Agreement with Schneider Electric to Provide Electrical and Monitoring Equipment and Programming of Energy Monitoring Equipment at Northeast and South Campuses. **Amount: \$619,843.** In answer to a question from Mr. Carter, Mrs. Petty said she will provide the board information on the payback of equipment such as that in the agreement. Motion for approval was made by Mrs. Appleman, seconded by Mr. Heede, and approved unanimously.
19. Consideration and Approval of Cooperative Agreement with BKM Total Office of Texas to Purchase New Furniture for the First and Second Floors of the Campus Science Building (NSCW) at Northeast Campus. **Amount: \$117,876.32.** Motion for approval was made by Mr. Heede, seconded by Mrs. Winnett, and approved unanimously.
20. Consideration and Approval of The Cooperative Purchasing Network (TCPN) Agreement with Contrax Furnishings to Purchase New Furniture for Campus Library (WTLO) at Northwest

Campus. Amount: \$148,831.20. Motion for approval was made by Mrs. Appleman, seconded by Mr. Carter, and approved unanimously.

21. Consideration and Approval of Inter-local Purchasing System (TIPS) Cooperative Agreement with Texas Air Systems to Provide Equipment and Installation of Outside Air Handler for Counseling and Technical Service Building (WCTS) at Northwest Campus. Amount: \$193,281. Motion for approval was made by Mr. Heede, seconded by Mr. Carter, and approved unanimously.
22. Consideration and Approval of Interlocal Purchasing System (TIPS) Cooperative Agreement with Texas Air Systems to provide Equipment and Installation of Boilers and Venting at Southeast Campus. Amount: \$157,036.00. Motion for approval was made by Mr. Heede, seconded by Dr. Morrison, and approved unanimously.
23. Consideration and Approval of Job Order Contracting General Contractor (JOC-GC) Agreement with Imperial Construction for Renovations of Multiple Areas of the May Owen Center (MOC) Building. Amount: \$489,170. (NOT TO EXCEED). In answer to a question from Mr. Carter, Mr. Kirby Chadwell, director of facilities planning and development, explained that this item and Agenda Item No. 24 were due to the refiguring of MOC after the departure of some functions to the Trinity River Campus to accommodate other functions moved from Water Gardens Place. Motion for approval was made by Dr. Morrison, seconded by Mrs. Appleman, and approved unanimously.
24. Consideration and Approval of Cooperative Agreement with Wilson Office Interiors to Purchase Furniture for Renovations of Multiple Areas of the May Owen Center (MOC) Building. Amount: \$236,753.15. Motion for approval was made by Dr. Morrison, seconded by Mrs. Winnett, and approved unanimously.
25. Consideration and Approval of Purchase with M&S Technologies for Lancop Stealth Watch Equipment. Amount: \$131,632.85. Motion for approval was made by Mr. Carter, seconded by Mr. Heede, and approved unanimously.

26. Consideration and Approval of Purchase with MCCi for Laserfiche Software to Standardize District-wide Imaging. **Amount: \$312,935.38.** Motion for approval was made by Mr. Heede, seconded by Mrs. Winnett, and approved unanimously.
27. Consideration and Approval of Purchase with NCS Pearson (SmartThinking) to Provide On-line Tutoring Services. **Amount: \$300,000.** After an explanation of this service by Mr. Timothy Marshall, vice chancellor for information and technical services, a motion for approval was made by Mr. Heede, seconded by Dr. Morrison, and approved unanimously.
28. Consideration and Approval of Lease Extension with Hillwood Development Company located at Alliance Airport. **Amount: \$231,432.96.** In answer to a question from Mrs. Winnett, Mr. Troy Vaughn, associate vice chancellor for continuing education, explained the function of the leased space at Alliance. Motion for approval was made by Mr. Heede, seconded by Appleman, and approved unanimously.
29. Presentation on 2012-13 Operating Budget. Mr. Greenhill laid out a timetable for approval of the budget, including a process for collecting public input on the proposed tuition increase. Chancellor Hadley then gave a PowerPoint presentation, a copy of which is found in the Supplemental Minutes Book (SMB), containing the following highlights:
- An increase in Maintenance and Operations income of \$2,308,646.
  - An increase in the total budget to \$349,087,787, up \$95,519 from 2011-12.
  - Descriptions of campus infrastructure projects by the respective presidents.
  - Descriptions by other Chancellor's Executive Leadership Team members as to what impact the proposed budget would have on their areas of responsibility.
  - An increase of \$10,032,541 in salaries and benefits that includes 55 new positions, a 3 percent salary increase for budgeted employees, a \$1.50/hour increase for adjunct faculty, and adjustments in compensation for department chairs.

- Recommendations including the allocation of \$5 million toward new building construction; raising the total amount to \$24 million; no change in the overall (M&O plus Debt Service) tax rate; increases in tuition to \$55/credit hour (in-district), \$86/credit hour (other Texas residents), and \$205/credit hour (out-of-state and resident aliens), such rates to take effect in spring 2013 and be effective through 2014-15. Chancellor Hadley reiterated that the tuition increases had not been part of the original proposed budget, but had been added for consideration at the request of some board members. Her recommendation is the monies derived from the increase (\$10.6 million over two and one-half years) be earmarked for student “sticky spaces.”

Responding to the presentation, Mr. Greenhill thanked the chancellor, CELT, and fellow trustees for their hard work on the budget and then asked for other comments. Mr. Carter said that he approves of the tuition increase as proposed, keeping the total tax rate flat, the proposed salary increases. He said he also appreciated the specific listing of new positions. Mrs. Winnett said she would defer comments until public comment is received and asked the chancellor about possible revenue sources other than a tuition increase. Mrs. Hadley said that an upcoming visit to China by staff members will, in part, be to attract students and training opportunities; that she may be traveling with a DFW Airport contingent to Dubai, which might present similar opportunities; that some income will be derived from the new food service franchise with Subway; and that Mr. McClendon is studying opportunities for revenue through the leasing of spaces on the campuses. She added that, although she had not initially recommended tuition increases, the income would be of great benefit to students.

30. Monthly Financial Report. Mr. McClendon reported that both income and expenditures are on track for this point in the budget year. The investment portfolio showed an overall yield of .59 percent as against .09 for the 13-week T-bill and .14 for the 26-week T-bill.

31. Chancellor’s Report.

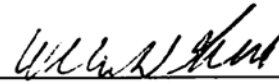
- a. New Staff Member Introductions. Mrs. Petty introduced Mr. Chad Crocker, director of facilities; Mr. Bill Coppola, Southeast Campus president, introduced Ms. Ann Machen, dean of the Business and Technology Division.
  - b. Campus Accolades. Chancellor Hadley mentioned the Summer Splash program at South Campus, the landmark 150<sup>th</sup> graduating class of the Northwest Campus Police Academy, and a newspaper article on the College's having received a state grant for training at Alliance Airport.
  - c. Recent Activities. Chancellor Hadley drew attention to her attendance, along with Mr. Appleman, at the AACC Future Presidents Institute in Baltimore; a meeting with Fort Worth Mayor Betsy Price and Fort Worth ISD Superintendent Walter Dansby to discuss collaborative efforts; memoranda of understanding signed with UT Arlington to facilitate high school students moving from high school, through TCC, and to UTA; the first graduation of students in the Chancellor's Emerging Leaders program; and the election of Mr. Greenhill to the board of directors of the Community College of Texas Trustees.
32. Board President's Report. Mrs. Appleman having already reported on the Future Presidents Institute, Mr. Greenhill called on Mr. Heede, who reported on his attendance at the ACCT Governance Leadership Institute.
33. Closed Meeting: Mr. Greenhill convened a closed meeting on the following topics.
- 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-Evaluations and the appointment, employment, contract, evaluation and/or duties of the Chancellor.



- 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.

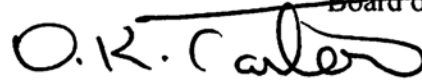
34. Consideration and Action on Closed Meeting Items. Mr. Greenhill announced that, since no action would be taken on closed meeting items, he was adjourning the meeting. The time of adjournment was 8:31 p.m.

35. Adjournment and Announcement of Next Scheduled Meeting. The next scheduled meeting of the Board of Trustees is at 6 p.m. on Wednesday, August 22, at the May Owen Center.



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William Greenhill, President,  
Board of Trustees



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O.K. Carter, Secretary,  
Board of Trustees