

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

February 21, 2013

5:00 p.m.

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1. Call to Order. The Board of Trustees conducted its regular monthly meeting on Thursday, February 21, 2013, 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 staff.
2. Public Comment. There was no public comment.
3. Board Budget Workshop I. Chancellor Hadley opened the workshop, telling trustees that this would be the first of five such events involving the board leading up to the adoption of the 2013-14 budget in August. She introduced Mark McClendon, vice chancellor for finance, who gave an overview of the budget planning process, including input from campus units, faculty leaders, and the CELT. He also showed a timeline for the process. Chancellor Hadley then explained how the process would be informed by the Vision 2015 Strategic Plan and how the Innovation Forums, along with the DREAM scores, would provide objective criteria. She then listed budget assumptions:
  - a. As much as 10 percent of state appropriations will be based on success points.
  - b. The amounts of state contributions for health insurance and retirement are uncertain.
  - c. Tuition will continue at levels adopted by the board for spring 2013.
  - d. Enrollment will continue to grow, but at a slower pace than in recent years.
  - e. Property tax valuation will increase between 1 and 3 percent.

She then asked trustees for their questions or comments. Mr. Heede said he would like to see more about succession planning, work on events marking the

College's 50<sup>th</sup> anniversary in 2015, more public-private partnerships and partnerships with civic organizations, exploration of new revenue streams, more aggressive fund raising, additional trustee participation, involvement of students in green technology, expansion of the early college high school program, and improved public exposure. Mr. Carter expressed concern at what he called "a nibbling away at pay-as-you-go" and the number of large capital expenditure projects. He also said that, in his opinion, the District's tax rate is at a maximum. Mrs. Winnett said she is in favor of the success point plan, but questioned how it will operate. Mr. Greenhill said he appreciated the integration of the Strategic Plan and Institutional Plan into the budget process. The budget workshop PowerPoint presentation is found in the Supplemental Minutes Book (SMB).

4. Board Action Items and Board Business Related Items.
  - a. Approval of Minutes of the Meeting of January 17, 2013: On a motion by Mr. Heede, seconded by Mr. Carter, the board voted, 6-0, to approve the minutes as presented.
5. Presentation on Student Access and Success and Administrative Programs and Projects.
  - a. Trinity River Campus: TCC's Library Technician Program: "It's Not Your Mother's Library:" Trinity River Campus President Tahita Fulkerson introduced Director of Library Services Carol Everhart, who briefed trustees on the Library Technician Program, the only such community college program in Texas. She showed a video which described the career opportunities for program graduates, including transfer options, and listed the four program focuses as foundations of library science, communication skills, teamwork/decision making, and the impact of technology on information.
  - b. Achieving the Dream Annual Meeting: Joy Gates Black, vice chancellor for student success, briefed trustees on the recent meeting in Anaheim, California, attended by 47 TCC faculty and staff, calling it a "validation of the work we're doing." She said that TCC is now paired with Houston Community College in a peer mentoring program and that Associate Vice

Chancellor Kim Beatty is compiling a report on feedback from meeting participants. Mrs. Appleman then called on Jack Harred from the Office of Institutional Research, to report data (SMB) on the Student Transition to College Success course. He said he data show that students who succeed in the STSC course also succeed in developmental courses and that the year-by-year-trend of this pattern has increased. He warned that it is too early to say that the STSC course is the cause of success in developmental courses and added that research also needs to be done on subsequent success levels in gateway courses.

6. Consent Agenda.
  - a. Consideration and Approval of Proposed Policy Changes (SMB) to DLA (LOCAL); DOA (LOCAL) and FDE (LOCAL): On a motion by Mrs. Appleman, seconded by Dr. Morrison, the board voted, 6-0, to approve the Consent Agenda.
7. Consideration and Approval of Items removed from Consent Agenda. No items were removed.
8. Committee Reports.
  - a. Audit and Finance Committee: Mrs. Appleman reported that the committee had not met. She said that a review of a letter of findings from the District's external auditor will wait until the report of the internal auditor is completed. She also reported receipt of three months of reports on delinquent tax collections from the law firm of Linebarger, Gogan, Blair & Sampson, LLP.
  - b. Governance Committee: No report.
  - c. Institutional Plan Committee: No report.
9. Consideration and Approval on Committee Recommendations. There were no committee recommendations to be approved.
10. Consideration and Approval of Resolution Identifying Election Precincts with Single Member Districts. Tom Carr, the College elections attorney, explained that changes in precincts since the last election required approval of a resolution.

- Mr. Carter read the resolution (SMB), Mr. Heede moved approval, Mrs. Appleman seconded, and the resolution was approved, 6-0.
11. Consideration and Approval of Resolution Adopting Polling Places for Trustee Elections.Mr. Carter read the resolution, Dr. Morrison moved approval, Mrs. Winnett seconded, and the resolution was approved, 6-0.
  12. Consideration and Approval of Final Deductive Change Order with Basecom, Inc. for Drainage Improvements on South Campus. Amount: (\$39,669.01) credit. On a motion by Mrs. Appleman, seconded by Mr. Carter, the change order was approved, 6-0.
  13. Consideration and Approval of Final Deductive Change Order with Phillips May Corp. for Third Floor Interior Renovation Project on Trinity River Campus East Fork. Amount: (\$84,884.31) credit. On a motion by Mr. Carter, seconded by Mrs. Appleman, the change order was approved, 6-0.
  14. Consideration and Approval of Contract with Byrne Construction Services for Renovation of Fine Arts Building (NFAB) on Northeast Campus. Amount: \$1,181,939. On a motion by Mr. Heede, seconded by Dr. Morrison, the contract was approved, 6-0.
  15. Consideration and Approval of Contract with Chambers Engineering for Entry on State Highway 360 Access Road on Southeast Campus.Amount: \$1,036,497.On a motion by Dr. Morrison, seconded by Mrs. Winnett, the contract was approved, 6-0.
  16. Consideration and Approval of Indefinite Delivery/Indefinite Quantity (IDIQ) Professional Services Pool Authorization Agreement with Bennett Benner Pettit for Architectural Design, Construction Documents, and Construction Administration for New Parking Lot on Trinity River Campus.Amount: \$146,561. On a motion by Mr. Heede, seconded by Mr. Carter, the agreement was approved, 6-0.
  17. Consideration and Approval of Change Order with Lassiter, Inc. for Utility Infrastructure/Central Plant and Piping Distribution Expansion on Northwest Campus.Amount: \$300,651. On a motion by Mrs. Appleman, seconded by Dr. Morrison, the change order was approved, 6-0.

18. Consideration and Approval of Texas Department of Information Resources (DIR) Cooperative Agreement with Flair Data Systems to Supply Cisco Fiber Based Network Hardware to Support Code Blue Phones on Trinity River Campus. Amount: \$138,046. On a motion by Mr. Heede, seconded by Mrs. Appleman, the agreement was approved, 6-0.
19. Consideration and Approval of Texas Multiple Awards Schedule (TXMAS) Cooperative Agreement with Brandt Engineering to Provide Electrical Hardware and Installation for Central Utility Plant Expansion and Reconfiguration on Northwest Campus. Amount: \$170,400. On a motion by Mrs. Appleman, seconded by Dr. Morrison, the agreement was approved, 6-0.
20. Consideration and Approval of Purchase Agreement with Netsync Network Solutions to Purchase Cisco Networking Equipment for Data Transmissions, Voice and Video Services. Amount: \$1,041,520.16. On a motion by Mr. Heede, seconded by Dr. Morrison, the agreement was approved, 6-0.
21. Consideration and Approval of Renewal of Districtwide Communications Network Agreement with AT&T. Amount: \$327,886.92. On a motion by Mrs. Appleman, seconded by Mr. Heede, the agreement was approved, 6-0.
22. Monthly Financial Report. Mr. McClendon reported that, as the midpoint of the budget year approaches, income is at 70 percent of budget while expenditures are at 45 percent. The investment portfolio for the month ended January 31, 2013, showed a book value of \$245,461,728 and an overall yield for the month of .34 percent.
23. Chancellor's Report.
  - a. New Staff Member Introductions: Dr. Fulkerson introduced Mayra Olivares-Urueta, director of student development services.
  - b. Campus Accolades: Chancellor Hadley singled out Northeast Campus –The naming of the campus as a Carter BloodCare Gold Partner and the participation by Leigh-Ann Regenold (government) in a Supplemental Instruction Pilot Program.

Northwest Campus – The Awarding of a Title III grant to Catherine Higdon (English) and the graduation of the 153<sup>rd</sup> Basic Peace Officer Course at the Criminal Justice Training Center.

South Campus – The service of President Peter Jordan as a celebrity judge for the Future City Competition and the establishment of a “drop center” that enables students to more easily turn in registration materials.

Southeast Campus – The new Library Link program enabling students to request books from the Arlington and Mansfield Public Libraries for campus delivery and a presentation by Kate Smith on dual credit at a Parent Night.

Trinity River Campus – The 100 percent pass rate of graduates of the Health Information Technology Program and the adoption of the library of the Texas Elementary School of the Arts as a service learning project for students in the Library Technician Program.

Academic Affairs – The invitation for TCC to be one of three presenting institutions at the STEM Workforce Discovery Tour Texas and the providing of a grant-funded machine shop operator course to veterans.

Student Success – The addition of 15 Arlington and Mansfield ISD schools to the College Connection program and data showing almost 50,000 visits by students to campus registrar’s offices during the fall semester.

Chancellor Hadley also noted three news releases – the naming of TCC as one of five finalists for a national student success award, the donation of a tank car by Burlington Northern to the Northwest Campus, and the naming of Trinity River East Campus as one of Texas’ outstanding new buildings.

The full list of Campus Accolades can be found in the Supplemental Minutes Book.

- c. Recent Activities – Report on Public Relations Initiative: (NOTE: This item was moved forward in the agenda and was presented immediately

after Agenda Item 4.) Chancellor Hadley introduced Cacy Curtis, director of strategic initiatives, who noted the work being done with Warren Douglas Advertising. She introduced Doug Riley, Warren Douglas CEO, who presented a proposal for the first phase of a marketing campaign. The proposal, which grew out of intensive research and consulting with various TCC publics, is for a three-month run of outdoor advertising on the theme “TCC and me.” The campaign will focus on stories about TCC as a life-changing event. He described the effort as the first in a comprehensive marketing plan and said that a complete plan and budget will be forthcoming. Trustees expressed their approval of the proposal.

24. Board President's Report.

- a. Achieving the Dream Update – Covered under Agenda Item 5.
- b. Tarrant County College Foundation Board Retreat – Mrs. Appleman reported that the retreat focused principally on goals and strategies.
- c. Texas Workforce Development Update – Mrs. Appleman reported that there are bills currently under consideration in the Texas Legislature that would transfer responsibility for adult education and would reorganize Workforce Development Boards in that community colleges would not automatically become members.
- d. Texas Association of Community Colleges and Community College Association of Texas Trustees (TACC/CCATT) Conference and
- e. Community College Day – Mr. Heede and Mr. Greenhill reported on the conference, which dealt largely with legislative priorities, and also on participation by trustees and students in Community College Day at the Capitol.
- f. Association of Community College Trustees (ACCT) 2013 National Legislative Summit – Dr. Morrison reviewed the Legislative Summit, including an advocacy training session and visits with members of Congress representing Tarrant County.

25. Closed Meeting. President Greenhill called for a closed meeting to address the following:

- Deliberation on Real Property, Section 551.072, Texas Government Code. The real property discussion will address the purchase, exchange, lease or value of real estate to include recommendations from the Institutional Plan (Facilities and Academics Plan).
- Deliberation on Personnel Matters, Section 551.074, Texas Government Code.
- 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.

Mr. Greenhill announced that there would be no action on closed meeting items.

Consideration and Action on Closed Meeting Items. N/A

Adjournment and Announcement of Next Meeting. Mr. Greenhill announced that the next meeting of the board will be at 6 p.m. on Thursday, March 7, 2013, at the May Owen Center. There being no action on closed meeting items, he adjourned the meeting at 9:01 p.m.



Bill Greenhill, President  
Board of Trustees



O.K. Carter, Secretary  
Board of Trustees