

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

July 31, 2013

6:30 p.m.

1. Call to Order. The Board of Trustees conducted a special meeting on Wednesday, July 31, 2013, in Action "A," Trinity River Campus, with Mrs. Louise Appleman presiding. Other trustees present were Mr. O.K. Carter, Mrs. Kristin Vandergriff, Dr. Gwendolyn Morrison, and Mr. Conrad Heede. 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 IV. The presentation by Chancellor Hadley consisted of seven topics: District Metrics, Highlights and Accomplishments, 2012-13 Student Success Initiatives, Potential Cost Saving Strategies, Preliminary Budget, Recommendations, and Questions/Discussion.
 - a. District Metrics: Chancellor Hadley showed and reviewed Coordinating Board statistics on enrollment, degrees/certificates awarded, and student characteristics for each campus; developmental education results; dual credit; graduate success; graduation rates; student transfers; and the Student Success Points Model.
 - b. Highlights and Accomplishments: Fifteen of the most outstanding highlights and accomplishments were reviewed.
 - c. Student Success Initiatives: Numerous examples were given under the headings of Student Development and Success, the Faculty Academy, and College Readiness.
 - d. Potential Cost Saving Strategies: Several examples were given, including \$1.9 million in such areas as food service, procurement bidding, legal expenses, and facilities project management.
 - e. Preliminary Budget: CELT requests for new expenditures have been pared from \$15.81 million and 124 new positions to \$5.12 million and 30.5 new positions. Total income budgeted for FY 2014 is \$317,487,981, an increase of \$14.69

million. Proposed new expenditures total \$18.15 million. Cost reductions of \$9.63 million in the proposed budget result in new expenditures equaling income increases at \$8.51 million. These figures include a transfer of \$467,920 from the Sticky Spaces account to fund 10 new academic advisors.

- f. Recommendations: A 3.5 percent salary and benefits increase for all employees, a \$1.50/hour increase for adjunct credit faculty and full-time faculty overload, tax rates of 14.241 cents per \$100 valuation for maintenance and operations and of 0.709 cents per \$100 valuation for debt service, no change in tuition (\$55/SCH in-district, \$86/SCH other Texas counties, \$205/SCH out-of-state and resident alien.
- g. Questions/Discussion: Mr. Carter said he would have preferred a 3 percent salary increase and still has concerns as to reallocation of Sticky Space funds. Mr. Heede expressed a preference for 3 percent because of the uncertainty of future state funding. Mrs. Vandergriff, Mrs. Appleman, and Dr. Morrison supported the 3.5 percent recommendation. Dr. Morrison expressed a wish for increased advising, notably by faculty, and encouraged all faculty to take pains to know their students. Mr. Carter questioned the 30.5 new positions in light of the predicted statewide enrollment decrease. Chancellor Hadley replied that, while she understands the need to be fiscally conservative, TCC still is playing catch-up with peer institutions. She said that, should there be financial exigencies, there are measures the College has employed in the past and can employ again if need be. Mr. Tim Marshall, vice chancellor for information and technical services, noted that, as of the time of the board meeting, enrollment for the fall semester was up 3.59 percent over the same time last fall.

4. Consent Agenda.

- a. Consideration and Approval of Interlocal Agreement with Texas Association of Community Colleges (TACC) to Participate in Cooperative Purchasing Network. On a motion by Mr. Heede, seconded by Mr. Carter, the board voted, 5-0, to approve the Consent Agenda.

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

6. Committee Reports.

- a. Audit & Finance Committee: No report, but Mr. Carter said the committee will meet at the end of August and asked trustees to supply any agenda items.
 - b. Governance Committee: Mr. Carter noted the committee's upcoming meeting.
 - c. Institutional Planning Committee: Mrs. Vandergriff called on Mr. Mike Herndon to report on the Request for Proposal process for selection of a vendor for financial advisory services to aid in the committee's work. A committee of Angela Gonzales, purchasing manager; Nancy Chang, associate vice chancellor of finance; Andre McEwing, supplier diversity manager; and community member Gill Zepeda, reviewed the three responses to the RFP. The scoring process yielded a total weighted score of 12.516 for First Southwest, 12.802 for Southwest Securities, and 13.745 for The PFM Group. Accordingly, the Institutional Planning Committee recommends that a contract of two years with option to extend be developed with The PFM Group. Mrs. Vandergriff also reported on a meeting with BOKA Powell representatives and distributed a PowerPoint from the meeting. Mr. Heede described his suggestion that a delegation from the Alamo Colleges be invited to visit TCC to describe some methods they employ for finding innovative ways to finance capital improvement projects and develop non-traditional income streams. Chancellor Hadley said that dates for the visit in September are being explored.
7. Consideration and Approval on Committee Recommendations.
- a. Audit & Finance: No recommendations.
 - b. Governance: No recommendations.
 - c. Institutional Planning: Mr. Heede moved approval of the committee's recommendation that a contract with The PFM Group be developed. His motion was approved, 5-0.
8. Consideration and Approval of Change Order with Lassiter, Inc. for Boiler and Piping Demolition, Northwest Campus:Amount, \$49,000. On a motion by Mr. Heede, seconded by Mr. Carter, the board voted, 5-0, to approve the change order.
9. Consideration and Approval of Contract with US Aviation Group to Provide Flight Training for the Professional Pilot Program, Northwest Campus:Amount, (Based on Fee Schedule). Dr. Elva LeBlanc, Northwest Campus president, explained that, while

TCC will be in charge of all instruction, the company would provide liability insurance, aircraft, fuel, and some of the instructors. She said there is already considerable interest in the program. On a motion by Mr. Heede, seconded by Mrs. Vandergriff, the board voted, 5-0 to approve the contract.

9. Consideration and Approval of Special Lab Fees for the Professional Pilot Program at Northwest Campus. Dr. LeBlanc said that the fee schedule was arrived at only after much study of similar programs elsewhere. She said that TCC's fees will be different from the norm in that they will vary depending on the type of aircraft used. Mr. Heede asked and was informed that there will be no jet plane instruction involved. Mr. Carter asked whether, since some students may be retired military and thus exempted from tuition and fees, that cost would fall to the College. He was informed that current legislation gives the College the ability to opt out for specific high-cost programs. On a motion by Mr. Heede, seconded by Mr. Carter, the board voted, 5-0, to approve the lab fee schedule.

10. Closed Meeting.

- a. Deliberation 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).
- b. Deliberation on Personnel Matters, Section 551.074, Texas Government Code.
- c. 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.

Mrs. Appleman noted that the closed meeting would entail a real estate discussion only.

12. Consideration and Action on Closed Meeting Items. There were no items for action.

13. Adjournment and Announcement of next meeting. Mrs. Appleman noted that Chancellor Hadley had been honored July 25 with one of the 2013 Lone Star Awards from the National Forum for Black Public Administrators. She said that the next

meeting of the board will be at 6 p.m. on Thursday, August 15, at the May Owen Center. She adjourned the meeting at 8:52 p.m.


Louise Appelman, President
Board of Trustees


O.K. Carter, Secretary
Board of Trustees