

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

August 19, 2013

6:00 p.m.

1. Call to Order. The Board of Trustees conducted its regular monthly meeting on Monday, August 19, 2013, in the District Offices, May Owen Center, with Mrs. Louise Appleman presiding. Other trustees present were Mrs. Kristin Vandergriff, Mr. O.K. Carter, Dr. Gwendolyn Morrison, Mr. William Greenhill and Mr. Conrad Heede. Also present were Chancellor Erma Johnson Hadley and members of the TCCCD staff.
2. Public Comment. There was no public comment.
3. Public Hearing on 2013-14 Proposed Budget. There were no members of the public speaking on the budget. (NOTE: This item was taken out of order between Agenda Items Nos. 20 and 21.)
4. Board Action Items and Board Business-Related Items.
 - a. Approval of Minutes of the Meetings of June 20, 2013; July 13, 2013; July 31, 2018; and August 15, 2015: On a motion by Mr. Carter, seconded by Mrs. Vandergriff, the minutes of the meeting of June 20, 2013, were approved as presented. On a motion by Mr. Greenhill, seconded by Mr. Carter, the minutes of the meeting of July 18, 2013, were approved as presented. On a motion by Mr. Heede, seconded by Mr. Carter, the minutes of the meeting of July 31, 2013, were approved as presented. On a motion by Mr. Carter, seconded by Mrs. Vandergriff, the minutes of the meeting of August 15, 2013, were approved as presented.
5. 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.

On a motion by Mr. Carter, seconded by Mr. Heede, the board unanimously approved the Consent Agenda.

6. Consideration and Approval of Items Removed from Consent Agenda. No items were removed.
7. Committee Reports.
 - a. Audit and Finance Committee: Mr. Carter said that the committee will meet later in the month and asked trustees to submit agenda items.
 - b. Governance Committee: No report.
 - c. Institutional Planning Committee: Mrs. Vandergriff said the committee hopes to meet with representatives from Alamo Colleges in September to discuss innovative ways of financing projects and invited other trustees to join the committee. Mrs. Hadley said that the meeting had been arranged for September 15.
8. Consideration and Approval of Committee Recommendations: There were no recommendations requiring approval.
9. Consideration and Approval of TCCD Investment Policy. As required by state law, Mr. Jeff Leuschel of McCall, Parkhurst and Horton, L.L.P., appeared before the board to brief it on any changes in state laws governing College investments. He said there were no changes directly affecting TCCD, but added that a change in the Texas Education Code gives institutions with an endowment of less than \$25 million the authority to contract for investment services with institutions that have endowments of \$25 million or more. On a motion by Mr. Carter, seconded by Mr. Greenhill, the board unanimously approved the Investment Policy.
10. Consideration and Approval of Institutional Plan (Facilities and Academics Plan). Mrs. Nina Petty, vice chancellor for real estate and facilities, reviewed the process through which the plan was compiled. Dr. David Wells, vice chancellor for academic affairs, said that the plan encompasses the entire institution, allowing the efficient and effective use of resources. It is the end result, he said, of the board's guidance and direction and maintains the board's right to make final decisions. He described the DREAM score process of prioritizing projects. Dr. Joy Gates Black, vice chancellor for student success, said that the plan is a vehicle that will enable the College to move

forward, using data, to bring about a greater degree of student success. DREAM scores will provide a way of assessing programs just as they do construction projects. Dr. Larry Darlage, Northeast Campus president, spoke about ways in which DREAM scores are already being utilized by the campuses and the presidents. Mr. Tim Marshall, vice chancellor for technology, said the plan provides a way to “listen to the voice of the customer” – students, faculty, staff – in examining technology requests. It also, he said, will enable future administrators and trustees to see what went into individual decisions. Various trustees, such as Mr. Greenhill, Mr. Heede, Mr. Carter, and Mrs. Vandergriff, praised the plan and commented on the excitement generated by its presentation at a national meeting of community college trustees. On a motion by Mr. Greenhill, seconded by Mr. Heede, the board unanimously voted to approve the Institutional Plan.

11. Consideration and Approval of Early College High School at Southeast Campus and Proposed Design and Construction Delivery Methods. Dr. Marcelo Cavasos, Arlington ISD superintendent, and Ms. Jamie Sullins, vice president of the AISD Board of Trustees, thanked TCCD for the partnering that led up to this agenda item. He said it affords AISD “other opportunities for students and their dreams.” Ms. Sullins said AISD is “proud to be able to open doors, but it’s another thing altogether to come up with more doors.” Dr. Bill Coppola, Southeast Campus president, said that this project was one of the first to go through the DREAM score process. Mrs. Petty gave a cost estimate of \$13 million and said she needs board approval for selection of an architect from an approved pool and for designation of Construction Manager – At Risk to be the delivery method for construction of the facility. On a motion by Mr. Greenhill, seconded by Mrs. Vandergriff, the board voted unanimously to approve the recommendation.

12. Consideration and Approval of Contract Extension with Sewell Advisory Services for Financial Construction Consultant Services for TCC Capital Improvement Program (CIP) Projects: Amount, \$757,800. Mr. Carter expressed concern about the value received for this and past contract with this vendor and that the College may be institutionalizing this practice. Mr. Heede asked if a return on investment number could be provided. Mrs. Appleman asked if a scope of work could be provided.

Chancellor Hadley promised these would be forthcoming. On a motion by Dr. Morrison, seconded by Mr. Heede, the board voted, 5-1, Mr. Carter voting no, to approve the contract extension.

13. Consideration and Approval of Contract Extension with Parsons Environment & Infrastructure for Program Management Services for TCC Capital Improvement Program (CIP) Projects: Amount, not to exceed \$1,084,292. On a motion by Dr. Morrison, seconded by Mr. Carter, the board voted unanimously to approve the contract extension.
14. Consideration and Approval of Contract with 2CMD for Sidewalk Improvements at South Campus: Amount, not to exceed \$359,747.24. On a motion by Mrs. Vandergriff, seconded by Mr. Carter, the board voted unanimously to approve the contract.
15. Consideration and Approval of Texas Multiple Awards Schedule (TXMAS) Cooperative Agreement with Brandt Companies for Replacement of Sump Pump System at Southeast Campus: Amount, \$290,604. On a motion by Mr. Heede, seconded by Mr. Greenhill, the board voted unanimously to approve the agreement.
16. Consideration and Approval of Contract with VLK Architects for TCC Real Estate and Facilities Design Guidelines and Construction Standards: Amount, not to exceed \$372,056. On a motion by Mrs. Vandergriff, seconded by Mr. Carter, the board voted unanimously to approve the contract.
17. Consideration and Approval of Contract with VLK Architects for TCC Educational Specifications and Furniture Standards: Amount, \$152,950. On a motion by Mr. Greenhill, seconded by Mrs. Vandergriff, the board voted unanimously to approve the contract.
18. Consideration and Approval of Contract with BOKA Powell for Implementation Phase of TCC Institutional Plan: Amount, not to exceed \$86,930. Chancellor Hadley explained that this contract covers work already done and that another contract will be forthcoming in September. On a motion by Dr. Morrison, seconded by Mr. Greenhill, the board voted unanimously to approve the contract.
19. Consideration and Approval of Service Agreement with Oncor Electric Delivery Company for Medium Voltage Electric Service Entrance Infrastructure Improvements

to Support Energy Technology Center (STEC) at South Campus: Amount, \$350,612.44. On a motion by Dr. Morrison, seconded by Mr. Greenhill, the board voted unanimously to approve the contract.

20. Consideration and Approval of Purchase of Adobe Enterprise License for Creative Suite Software from Journey Education: Amount, \$147,836. On a motion by Dr. Morrison, seconded by Mr. Greenhill, the board voted unanimously to approve the contract.
21. Presentation on 2013-14 Proposed Operating Budget. Chancellor Hadley proposed a budget of \$361,826126, an increase of \$10,653,339 over the previous year. Included in the budget were a proposed 3.5 percent salary increase for all employees, a \$1.50/hour increase for adjunct credit faculty and full-time faculty overload, and the transfer of \$467,920 from the “sticky spaces” account to hire 10 new academic advisors. The proposed total tax rate was 14.950 cents/\$100 valuation and contains a 0.053 cent increase in the debt service tax rate. No change in tuition was proposed.

22. Consideration and Approval of 2013-14 Operating Budget.

- a. Approval of 2013-14 Budget: Dr. Morrison moved the following resolution
“Resolved by the board of trustees of the Tarrant County College District that the Tarrant County College budget for the fiscal year 2013-2014 in the amount of \$361,826,126 comprised of the following amounts:
 - \$ 275,631,981 – Maintenance and Operation
 - \$ 8,166,000 – Debt Service
 - \$ 54,478,145 – Renewal and Replacements
 - \$ 20,000,000 – Building Fund
 - \$ 3,550,000 – Auxiliary Enterprisesbe approved, and that a certified copy of the budget be filed with the state agencies as required by law and that said budget be included by reference in its entirety as a part of the minutes of this meeting.”
Mrs. Vandergriff seconded. Mr. Carter and Mr. Heede expressed continued concern with the size of the salary increase. The budget was then passed by a unanimous vote.

- b. Consideration and Approval of Tax Exemptions for Certain Disabled and Senior Citizens: Mr. Carter moved a resolution that the following exemptions be granted:

Disabled Veterans

30 percent/\$5,000

50 percent/\$7,500

70 percent/\$10,000

100 percent/\$12,000

Other Disabled Persons -- \$3,000

Persons Over Age 65 -- \$50,000

Mr. Heede seconded, and the motion was approved, 5-0-1, Mrs. Appleman abstaining.

- c. Consideration and Approval of Salaries and Benefits.

1. Salary Schedules: On a motion by Mr. Carter, seconded by Mrs. Vandergriff, the board voted unanimously to approve the Salary Schedules for 2013-14.

2. Salary Increases: On a motion by Dr. Morrison, seconded by Mrs. Vandergriff, the board voted, 4-2, Mr. Carter and Mr. Heede voting no, to approve the salary increases as proposed.

d. Authority for the Chancellor to Set Individual Salaries and Sign Contracts: On a motion by Dr. Morrison, seconded by Mr. Vandergriff, the board voted unanimously to grant the chancellor this authority.

e. Authority for the Chancellor to Establish Non-Credit Tuition and Fees: On a motion by Mr. Carter, seconded by Mr. Heede, the board voted unanimously to grant the chancellor this authority.

23. Monthly Financial Report. Mr. Mark McClendon, vice chancellor for finance, noted higher expenditures than anticipated in some areas and said these areas had been adjusted in the new budget. The investment portfolio for the month ended July 3, 2013, was .49 percent. The College District has a cash position of \$252 million.

24. Chancellor's Report. Chancellor Hadley singled out, from among her recent activities, speaking at the closing ceremony of the South Campus Math Academy and welcoming new faculty at a Trinity River Campus luncheon.

25. Board President's Report. No report.
26. Closed Meeting. At 8:34 p.m., Mrs. Appleman called for a closed meeting pursuant to the following sections of the Texas Government Code:
1. 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)
 2. Deliberation on Personnel Matters, Section 551.074, *Texas Government Code*. The deliberation will include a discussion on the chancellor's annual evaluation and 2013-14 performance goals
 3. Deliberation and discussion of the deployment, or specific occasions for implantation, of security personnel or devices pursuant to Section 551.076, *Texas Government Code*.
 4. 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.
27. Consideration and Action on Closed Meeting Items. There was no consideration or action.
28. Adjournment and Announcement of the 2013-14 Board of Trustees Meetings Schedule. Mrs. Appleman announced that the next meeting of the board would be at 6 p.m. on Thursday, September 12, at the May Owen Center. The list of meetings, as well as all documents supporting the above agenda items, is found in the archived Supplemental Minutes Materials.


Louise Appleman, President
Board of Trustees


O.K. Carter, Secretary
Board of Trustees

