

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

November 21, 2013

6:00 p.m.

1. Call to Order. The Board of Trustees conducted its regular monthly meeting on Thursday, November 21, 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 TCCD staff.
2. Public Comment. Ms. Nicole Chestang of the GED Testing Service, Washington, D.C., thanked the Trinity River Campus Continuing Education Division, especially Dr. Robert Muñoz and Ms. Tiffany Lopez, for its help in conducting and facilitating testing events at the campus and throughout the DFW area. She presented a plaque of appreciation to Muñoz, Lopez, and President Tahita Fulkerson.
3. Presentation on Student Access and Success and Administrative Programs and Projects.
 - a. South Campus Math Academy: Ms. Angela Shearry-Snead, chair of the Computer Science and Information Technology Department, described the activities of the Math Academy to trustees and showed a short video. Among the activities addressed were field trips to such venues as Houston and New York City. Three students – Sarah Mowery, Sonia Lariz, and Nadina Davis – spoke to the board about their experiences in the Math Academy.
 - b. Employees Care Campaign Report: Dr. Joe McIntosh, executive director of development, reported that \$214,992 had been given, an increase of more than \$20,000 over last year. A total of 957 employees, or 43 percent, made donations.
 - c. 2013-14 Advertising Plan: Ms. Suzanne Cottraux, director of public relations and marketing, described the spring semester plan, which includes high school and event sponsorships; print, outdoor, television, cinema and radio advertising; and interactive media. She showed a series of outdoor ads designed to highlight the College's technical programs.

4. Board Action Items and Board Business Related Items.
 - a. Approval of Minutes of the meeting of October 10, 2013: On a motion by Mr. Carter, seconded by Dr. Morrison, the board voted, 6-0, to approve the minutes as presented.
5. Consent Agenda.
 - a. Consideration and Approval of the TCCD Core Curriculum
 - b. Consideration and Approval of Proposed Revisions to TCCD Policy Manual Update 28 with Staff Recommendations
 - c. Consideration and Approval of Proposed Policy Changes to CJ (LOCAL); DJ (LOCAL)
 - d. Consideration and Approval of Board Renewal of Trustee O.K. Carter to the City of Arlington Tax Increment Reinvestment Zones #1, #4, #5, #6
On a motion by Mr. Heede, seconded by Mrs. Vandergriff, the board voted, 6-0, to approve 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 the committee had received the Annual Audit Report. Mr. James Fitts of the Weaver accounting firm, reviewed the report, on which an unqualified opinion was given in all areas. The Net Position (formerly the Net Assets) number now exceeds \$1 billion. Mr. Carter noted that the report will be a valuable tool in building the 2014-15 budget.
 - b. Governance Committee: Mrs. Appleman reported that the committee had met to review the November 21 agenda.
 - c. Institutional Planning Committee: Mrs. Vandergriff reported that the committee would meet on November 26.
8. Consideration and Approval of Committee Recommendations.
 - a. Receipt of Annual Audit Report. On a motion by Mr. Carter, the board voted, 6-0, to adopt the Financial Audit.
 - b. Tarrant County Appraisal District Nominee Selections. This item was tabled.

9. Report on Annual Renewal of Insurance Coverage. Mr. Michael Payton, director of risk management, explained that the increase in the annual premium of \$71,152 to \$1,120,292 is due primarily to the acquisition of the new facility at Alliance Airport. On a motion by Mr. Carter, seconded by Mr. Heede, the board voted, 6-0, to authorize renewal.
10. Report on Requirement for Completion of Board Member Training as Required by Government Code Sec. 61.084. Mrs. Angela Robinson, vice chancellor for administration and general counsel, reported that all trustees had completed the required training.
11. Update on South Campus Energy Technology Center-Construction Manager at Risk (CMAR) Selection Status. Mrs. Nina Petty, vice chancellor for real estate and facilities, told trustees that Balfour Beatty/Vendigm had informed the District that it would no longer be able to maintain the joint venture agreement for the project. The agreement was thus terminated and a new RFP issued on September 18. A recommendation is to be made to the board no later than the January meeting.
12. Consideration and Approval of BuyBoard Cooperative Agreement with Facility Solutions Group for Bulk Purchase of Light-Emitting Diode (LED) Lighting for Use Districtwide: Amount, \$190,555.56. On a motion by Dr. Morrison, seconded by Mrs. Vandergriff, the board voted, 6-0, to approve the agreement.
13. Consideration and Approval of Indefinite Delivery/Indefinite Quantity (IDIQ) Pool Service Authorization Agreement with Bennett Benner Pettit to Provide Construction Documents and Administration Services for Trinity River Campus Trinity Building (TRTR) Math Emporium: Amount, not to exceed \$163,870. On a motion by Mr. Heede, seconded by Mr. Carter, the board voted, 6-0, to approve the agreement.
14. Consideration and Approval of Indefinite Delivery/Indefinite Quantity (IDIQ) Pool Service Authorization Agreement with Jacobs Engineering Services for Alliance Transportation and Logistics Building (OWTL): Amount, not to exceed \$324,878. On a motion by Mr. Heede, seconded by Dr. Morrison, the board voted, 6-0, to approve the agreement.
15. Consideration and Approval of Change Order to Contract with Steele & Freeman Construction Manager at Risk (CMAR) for Construction of the Southeast Campus Early College High School. Amount: \$9,368,852. On a motion by Mr. Carter, seconded by Mr.

Greenhill, the board voted, 6-0, to approve the change order. Chancellor Hadley reminded trustees that approvals of new construction will eventually entail costs such as upkeep and utilities.

16. Consideration and Approval of Purchase of Firewall Security Devices with Solid Border: Amount, \$144,996. On a motion by Mr. Heede, seconded by Mrs. Vandergriff, the board voted, 6-0, to approve the purchase.
17. Consideration and Approval of Surveillance Software Upgrade Purchase with Securadyne Systems: Amount, \$110,603.17. On a motion by Dr. Morrison, seconded by Mr. Heede, the board voted, 6-0, to approve the purchase.
18. Consideration and Approval of Cisco SMARTnet Service with Flair Data Systems: Amount, \$191,125.82. On a motion by Mr. Heede, seconded by Mrs. Vandergriff, the board voted, 6-0, to approve the agreement.
19. Consideration and Approval of Purchase of Microsoft Campus Agreement from Digital River Education Services, Inc.: Amount, \$295,910.68. On a motion by Mr. Carter, seconded by Mrs. Vandergriff, the board voted, 6-0, to approve the agreement.
20. Consideration and Approval of Purchase of Internet Connection from AT&T and Charter Communications Amount, \$145,300.80. On a motion by Mr. Heede, seconded by Dr. Morrison, the board voted, 6-0, to approve the purchase.
21. Consideration and Approval of Annual Districtwide Furniture Purchases with Selected Vendor/Resellers: Wilson Project Management, Business Interiors, and Intelligent Interiors: Amount, not to exceed \$3,000,000. Director of Procurement Mike Herndon explained to the board that this item is a commodity purchase, an attempt to leverage the large amount of money expended on furniture in a year in a single purchase. Since there was no single vendor dealing with all furniture companies, the recommendation is for three vendors for a one-year contract. On a motion by Mr. Greenhill, seconded by Mrs. Vandergriff, the board voted, 6-0, to approve the purchase.
22. Monthly Financial Report.
 - a. Financial Summary Update and Review of Income and Expenditures: Vice Chancellor Mark McClendon reported revenues running on target and explained some line items showing in excess of 20 percent of budget spent.

- b. Review of Investment Portfolio. The College's cash position is about \$204 million. The overall investment yield for the month ending October 31, 2013, was 0.67 percent.

23. Chancellor's Report.

- a. New Staff Member Introductions: Dr. Christine Hubbard, vice president of academic operations, TCC Connect; Ms. Nichole Mancone, district director of admissions and records.
- b. Campus Accolades: Chancellor Hadley singled out Mr. Paul Luyster, South Campus, for having been named one of 10 finalists for the Bellweather Award; read from a *Fort Worth Star-Telegram* article on the College; recognized the involvement of trustees in the recent SACS visit as well as that of retirees Dr. Linda Hines and Ms. Maria Shelton; and noted reception of a Texas Workforce Commission grant to train workers at the General Motors plant in Arlington.
- c. Chancellor Hadley reviewed the findings of the SACS evaluators in which only four recommendations were given. She praised the work of the faculty and staff, singling out Dr. Steve Hagstrom, director of institutional effectiveness, and Dr. Jill Pool, director of quality enhancement.
- d. Recent Activities: A complete list of chancellor's activities can be found in the supplemental minutes material online.

24. Board President's Report. Mrs. Appleman noted the annual Mary I. Gourley Foundation luncheon, thanked faculty and staff for the campus tours on November 15, reviewed a visit with South Campus President Peter Jordan to a Crowley Community Meeting, called on Dr. Morrison to recount an event at Dunbar High School promoting the Aviation Maintenance Program, and read a resolution naming the Southeast Campus library for founding president Dr. Judith carrier. On a motion by Mr. Heede, seconded by Mrs. Vandergriff, the board voted, 6-0, to approve the resolution.

25. Closed Meeting. Mrs. Appleman, at 8:17 p.m., called for a closed meeting on the following agenda:

- a. Deliberation on Real Property, Section 551.072, *Texas Government Code*. The real property discussion will address the purchase, improvement, 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.

26. Consideration and Action on Closed Meeting Items. No action was taken.

27. Adjournment and Announcement of Next Meeting. Mrs. Appleman adjourned the meeting at 9:40 p.m. The board next will meet at 10:30 a.m. on Thursday, December 12.



Louise Appleman, President
Board of Trustees



O.K. Carter, Secretary
Board of Trustees