

TARRANT COUNTY COLLEGE DISTRICT
Meeting of the Board of Trustees
April 21, 2016
5:00 p.m.

1. Call to Order. The Board of Trustees conducted its regular monthly meeting on Thursday, April 21, 2016 in the District Offices, May Owen Center, with Mrs. Louise Appleman presiding. Other trustees present were Ms. Teresa Ayala, Mr. O.K. Carter, Mr. Bill Greenhill, Mr. Conrad Heede, Dr. Gwendolyn Morrison and Mrs. Kristin Vandergriff. Also present were Acting Chancellor Angela Robinson and members of the TCCD staff.
2. Public Comment. None. Mrs. Robinson recognized the outgoing Joint Consultation Committee (JCC) members. Dr. Tyson McMillan, newly elected chair, presented Mrs. Karen Silverberg with a plaque of appreciation for her role as past chair of the JCC.
3. Board Budget Workshop I. Mrs. Robinson reviewed assumptions, data, property and programs and the progress made from last year.
 - a. Assumptions:
 - State appropriations will remain the same as the current year (\$56 million) for 2016-2017. Nineteen percent of our revenue is state appropriations.
 - States pays fifty percent of total cost of matching retirement contributions.
 - Healthcare insurance premium cost is projected to increase seven percent next year. The exact percent will be known after ERS has their May meeting.
 - Fifty-eight percent of revenue comes from maintenance tax.
 - The 2016 Uncertified Preliminary Estimate Appraisal Roll information will be available in May
 - The 2016 Certified Appraisal Roll information will be known July 25.
 - The tax rate is 14.950.
 - Tuition is approximately twenty percent of our revenue.
 - The Department of Labor (DOL) has forwarded the rule that will revise the overtime regulation to the Office of Management and Budget (OMB) for review.
 - On June 30, 2015, the DOL proposed increasing the salary threshold.
 - b. Data:
 - Full-Time Equivalent (FTE) has stayed stable for three years.
 - At the May Board Retreat the Board will be presented with a Strategic Enrollment Plan.
 - Salary increases for 2013-2014 was 3.5 percent; 2014-2015 was 3 percent; 2015-2016 was 3 percent. Each 1 percent raise costs 2.2 million which includes fringe benefits.

- Cost per student for 2013-2014 was \$7,043; 2014-2015 was \$7,557; 2015-2016 was \$7,760.
 - Operating cost per square footage for fiscal year ending August 31, 2015:
 - Total operating expenses were \$372,708,586 with average cost of \$119 per square foot.
 - Operating expenses less salaries and benefits was \$160,363,707 with an average of \$51 per square foot.
 - Operations and maintenance of plant was \$22,834,152 with an average of \$7 per square foot.
- c. Property and Programs:
- TXU – A Request for Proposal (RFP) was completed and issued April 15, 2015 and responses were due June 16, 2015. Meetings were held with external stakeholders. A report and recommendations will be presented at the May 11 Institutional Planning Committee meeting.
 - Northeast Campus Center of Excellence for Visual, Technical and Performing Arts – TIF boundaries have been redrawn and approved to include the Northeast Campus site. A Request for Quote (RFQ) will be issued at the end of April for a design firm. Responses are due back late May to early June. The Innovation Forum report and recommendations are complete. New proposed programs include: Entertainment Management; Sound Engineering; and Theatre Electrical/Lighting Program.
 - The Southeast Campus Culinary Arts was the most highly ranked project in the Innovation Forum with the addition of a Pastry Certification and Events Planning programs.
 - Northwest Early College High School (ECHS). An ECHS building is needed because of extreme growth in student enrollment.

4. Presentation on Student Access and Success and Administrative Programs and Projects.

- a. Trinity River Campus. Dr. Stephen Madison, president of Trinity River Campus, introduced Professor Irene Thrower. Professor Thrower presented on the Sign Language Interpreting Program growth. While the state average passing rate for the BEI state licensure test is 39 percent, TCC had a 90 percent passing rate for the class of 2014. This May the program will be awarding 111 degrees and certificates of completion. The program had a 37.04 percent increase in certificate enrollment from 2009 to 2015 and a 7.56 percent increase in degree program enrollment. Sign Language Interpreters are the fourth fastest growing profession in the nation.
- b. College Readiness. Dr. Joy Gates Black, vice chancellor for academic affairs and student success, reported that the only way to reach the goals of 60x30 Texas is for TCC to work much more closely with the school districts. House Bill 5 requires Independent School Districts to partner with at least one Institution of Higher Education to develop college preparatory courses in math and English/Language Arts for 12th grade students. However, participation in these courses is voluntary. TCC is working with area school districts to provide the curriculum for the college preparatory courses and to provide proctor course final exams. Students who successfully complete the courses are considered college ready.

5. Board Action Items and Board Business Related Items.
 - a. Approval of Minutes of the Meeting of March 24, 2016. On a motion by Dr. Morrison, seconded by Ms. Ayala, the minutes of March 24 were unanimously approved as presented.
6. Consent Agenda. No items.
7. Consideration and Approval of Items removed from Consent Agenda. None
8. Committee Reports.
 - a. Audit & Finance Committee. Mr. Carter reported the committee will meet Monday.
 - b. Governance Committee. Mrs. Appleman reported the committee met and planned the agenda for this meeting.
 - c. Institutional Planning Committee. Mrs. Vandergriff reported the committee met with Dr. Gates Black presenting on the 60x30 and Pathways programs. The committee will meet again May 11.
9. Consideration and Approval of Committee Recommendations. None required.
10. Tarrant County College Police Department 2015 Annual Traffic Contact Report. Chief Shaun Williams, TCC Police Department, reported that TCC has met the requirements of House Bill 3389 and the TCC Police Department is in full compliance with the Texas Racial Profiling Law. Ms. Ayala requested a breakdown by campus which Chief Williams will provide at a later date.
11. Consideration and Approval of Job Order Contracting General Contractor Services Agreement with Chambers Engineering for Electrical Equipment Mezzanine for Building Services Power Plant South Campus. Amount: \$437,187.68. On a motion by Mr. Carter, seconded by Mrs. Vandergriff, the Services Agreement was approved unanimously.
12. Consideration and Approval of BuyBoard Cooperative Agreement with Enviromatic to provide Equipment and Installation to Upgrade Building Automation System to Reliable Controls for Multiple Buildings on Northeast Campus. Amount: \$603,007.00. On a motion by Mr. Greenhill, seconded by Mr. Heede, the contract was unanimously approved.
13. Consideration and Approval of Indefinite Delivery/Indefinite Quantity (IDIQ) Service Authorization Agreement with Komatsu Architecture to Provide Furniture Assessment for Northeast Campus. Amount: \$143,350.00. On a motion by Mr. Greenhill, seconded by Mr. Heede, the IDIQ was unanimously approved.

14. Consideration and Approval of Purchase Equipment, Parts and Systems to be installed in Forty (40) Classrooms Districtwide with Pathway Communications. Amount: \$420,632.00. On a motion by Mr. Heede, seconded by Mrs. Vandergriff, the purchase was unanimously approved.
15. Consideration and Approval of Purchase of Network Equipment from General Datatech. Amount: \$427,129.90. On a motion by Mr. Greenhill, seconded by Dr. Morrison, the purchase was unanimously approved.
16. Consideration and Approval of Five-Year Contract with TelePacific Communications for Updated Unified Communications Services. Amount: \$436,725.00 (5-Year Total). On a motion by Ms. Ayala, seconded by Mr. Greenhill, the contract was unanimously approved.
17. Monthly Financial Report. Mrs. Nancy Chang, associate vice chancellor of finance, asked for any questions. There were none. Financial reports are included with the Board packet.
18. Chancellor's Report.
 - a. New Staff Member Introductions. None
 - b. Accolades/Data Points. Mrs. Robinson reported success rates in TCC Connect for online students. 2013FL success rate increased from 64.2 percent to 69.3 percent in 2015FL. Weekend College increased from 55.9 percent in 2014FL to 73.1 percent in 2015FL.
 - c. Recent Activities.
 - Board of Trustees Institute (BOTI) - Santa Fe, NM
 - Received a check from Dannon for \$123,915
 - AISD Career and Technical Center Groundbreaking
 - American Association of Community Colleges Annual Conference - Chicago, IL
 - Dong Nai Technology University Delegation Visit. Finalized the MOU.
 - Community College Association of Texas Trustees.
19. Board President's Report.
 - Ms. Ayala reported that transformation, collaboration, partnership and joint effort were part of the common theme at the 2016 BOTI. The Institute focused on the Board's role and how they could work together to enable pathways to student success. A summary of priorities were:
 - Continued focus on completion measures.
 - Lowering the number of credit hours to degree.
 - Competency based credit for work experience.
 - Implementing tools to notify us when students are off schedule or plan.
 - Engage Board members through attendance at student success councils and Board retreats. We have retreats as a Board and plan to have bi-annual retreats with focus on pathways, goals for our Chancellor, and goals for our Board.

- We are in the process of updating our Strategic Plan and plan to incorporate supporting students through strong advising process with predictable models.
- Mr. Greenhill attended the regional meeting of the CCAT. The highlight of the meeting was TCC's Workforce Development lead by Mr. Fred Schmidt.
- At the Downtown Mainstreet Arts Festival personnel at the TCC booth spoke with 2,759 people. They took in a 103 information request.
- The Collegian recently won 20 awards. Ms. Jamil Oakford, editor-in-chief of the Collegian, was named student journalist of the year.
- Mrs. Appleman shared the Board of Trustees 2016 important upcoming dates.

20. Closed Meeting. At 7:07 p.m. Mrs. Appleman called for a Closed Meeting under terms of the *Texas Government Code* stated below.

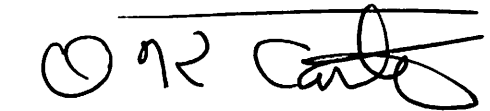
- Deliberation Real Property, Section 551.072, *Texas Government Code*. The Real Property discussion will address the purchase, exchange, lease or value of Real Estate to include recommendations from the Institutional Plan.
- Deliberation on Personnel Matters, Section 551.074, *Texas Government Code*.
- 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.

21. Consideration and Action on Closed Meeting Items. None

22. Adjournment and Announcement of Next Meeting. Mrs. Appleman adjourned the meeting at 7:07 p.m. The next regular Board meeting will be May 19.



Louise Appleman, President
Board of Trustees



O.K. Carter, Secretary
Board of Trustees