

MINUTES of the SPECIAL MEETING
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
August 24, 2015

- | | |
|--------------------|-----------------------|
| √ Ronald B. Walker | √ Catherine McHaney |
| √ Luis A. Guerra | √ V. Bland Proctor |
| √ Robby Burdge | √ John A. Villafranca |
| | √ Michelle Yates |

STAFF

- √ Dr. David Hinds
- √ Jennifer Yancey
- √ Debbie Rains

MEDIA

- √ Carolina Astrain,
Victoria Advocate

Guests: Dr. Pat Vandervoort, Dr. Florinda Correa, Dr. Larry Garrett, Dr. Betsy Crane, Dr. Helen Dvorak Keith Blundell, Lydia Huber, Tracey Bergstrom, Cindy Buchholz, Darin Kazmir, Dr. Ed Byerly, Dr. Bill Coons, Dr. Mike Hummel

The Victoria College Board of Trustees met Monday, August 24, 2015 at 4:00 p.m. in the Corporate Training Room, Academic Building, Room 101. Mr. Ron Walker, Chair, presided over the meeting.

A. Call to Order:

1. Mr. Ron Walker called the meeting to order at 4:04 p.m. and announced that a quorum of board members was present
2. Dr. David Hinds certified that the agenda had been properly posted per Texas statute.

B. Citizen Communication:

1. The Public was invited to address the board. Dr. Bill Coons, Science Department Chair & Professor, addressed the board informing them that he is currently VC's representative for the Texas Community College Teachers Association (TCCTA) and thanked them for budgeting the registration fees for faculty to attend TCCTA's annual convention.
2. The first public hearing on the 2015 tax rate was opened for public comment. No public comments were heard.

C. Consider Board of Trustees Committee Reports:

- 1. Facilities Committee.** Mr. Robby Burdge, Chair of the committee, informed the board that the committee met on August 13, 2015 to review and discuss the VC Master Plan as well as the ETC. The committee will work with College administration, faculty and staff in the development of a new Master Plan which will be submitted to the board at a later date for approval.

D. Items for Consideration:

- 1. CONSIDER Minutes of the Board workshop of August 10, 2015 and the special meeting of August 13, 2015.** Mr. Robby Burdge moved to accept the minutes of the workshop of August 10, 2015 and special meeting of August 13, 2015 as presented. Mr. John A. Villafranca seconded the motion. Motion carried unanimously.
- 2. CONSIDER 2015-2016 Operating Budget.** Mr. Keith Blundell reminded the board that this item had been covered in detail during the workshops held on July 15 and August 10, 2015, with the focus being on the budget, tax rates and reduction in State funding. Mr. Blundell explained that the proposed budget of \$32.7 million includes the full operational costs of the Emerging Technology Complex (ETC) which includes two new credit programs, the conference center and the administrative costs needed to operate the complex. He also mentioned that the proposed tax rate increase would allow VC to meet the upcoming operating budget and provide a \$190,000 contingency which would compensate for any enrollment decline. He reminded the members that they are required to approve the budget prior to final adoption of the tax rate. Mr. Luis Guerra moved to approve the 2015-2016 Operating Budget as presented. Ms. Catherine McHaney seconded the motion. Motion carried unanimously.
- 3. CONSIDER Resolution relating to the Construction Best Method Process & Prevailing Wage Rate.** Mr. Keith Blundell walked through this item with the board. He reminded them that this is an annual item brought before the board. The Texas Government Code 2269.056(a) allows the college to determine the best method when considering a construction contract. This resolution sets the best value for Victoria College for new construction is competitive sealed proposal, with the exception of minor repairs and renovations to existing structures and facilities which occur throughout the fiscal year. The best value determined for minor repairs and renovations is job order contracting. In conjunction with the best method when considering a construction contract, it is recommended the board adopt the most current prevailing wage rate(s) used for Victoria County, County of Gonzales, County of DeWitt and Lavaca County, as per the most recent survey results for the building trades and highway construction rates as issued by the U.S. Department of Labor. Mr. Robby Burdge moved that the resolution relating to Construction Best Method Process and Prevailing Wage Rate be approved as presented. Mr. Bland Proctor seconded the motion. Motion carried unanimously.
- 4. CONSIDER Resolution relating to the Delegation of Authority Texas Education Code 44.031.** Mr. Keith Blundell reminded the board that this item is also revisited annually. The Texas Education Code 44.031, as amended allows VC to delegate its authority under Subchapter, Chapter 44, of the Texas Education Code to Dr. David Hinds, President. This allows the College to proceed with the order of goods and services in a timely manner, with the exception of construction. Mr. Robby Burdge moved to approve the resolution authorizing delegation of authority under the Texas Education Code 44.031. Mr. Bland Proctor seconded

the motion. Motion carried unanimously.

- 5. CONSIDER Resolution relating to the Delegation of Authority Texas Gov't Code 2269.** Mr. Keith Blundell reviewed this annual item with the board. The Texas Gov't Code 2269.053, as amended, allows VC to delegate its authority under Subchapter (a), Chapter 2269 to Dr. David Hinds, President. This resolution provides Dr. Hinds the authority to approve all construction purchases over \$50,000, with ratification by the board at the next scheduled board meeting, allowing VC to make timely purchases. Mr. Bland Proctor moved to approve the resolution authorizing delegation of authority under the Texas Gov't Code 2269.053 to Dr. David Hinds. Mr. Robby Burdge seconded the motion. Motion carried unanimously.
- 6. CONSIDER Purchase of Goods or Services:**

 - a. Purchase of insurance.** Mr. Keith Blundell walked through this item with the board recommending the award for property, automobile and liability insurance to Property Casualty Alliance of Texas. He noted that three vendors responded to the proposals, however only one of the bidders offered a proposal for all three coverages, which was Property Casualty Alliance of Texas, which is our current vendor and handled through Carlisle Insurance Agency. This policy will carry a 2 year contract. Mr. Blundell informed the board that PCAT insures numerous ISDs and community colleges. Mr. Robby Burdge made a motion to approve the recommendation for award to Property Casualty Alliance of Texas for property, automobile, and liability insurance in the amount of \$258,849 per year. Mr. Bland Proctor seconded the motion. Motion carried unanimously.
- 7. CONSIDER Personnel Items:**

 - a. Faculty new hire.** Dr. Hinds requested the board approve the hiring of Ms. Huijun "Rachel" Li as Economic Instructor, full-time, 9-month, tenure-track teaching position, referring to her background information presented to them. Ms. Catherine McHaney moved to approve the hiring of Ms. Huijun "Rachel" Li as Economic Instructor. Mr. Luis Guerra seconded the motion. Motion carried unanimously.
- E. EXECUTIVE SESSION: Executive Session is called under authority of the Texas Open Meetings Act, in accordance with Texas Government Code, Section 551.072, to deliberate the purchase, exchange, lease or value of real property.** Ron Walker called the Trustees into Executive Session at 4:18 p.m. The session ended at 4:46 p.m. and the board was called back into Open Session.
- 8. CONSIDER lease at the Emerging Technology Center.** Jennifer Yancey reviewed this item with the board informing them that a 3-year lease has been negotiated between VC and Caterpillar, Inc. for space at the Emerging Technology Complex-Industrial Training Center. The lease will include one bay and one classroom in the Industrial Training Center for \$7,428 per month, including utilities. As part of this lease agreement, VC will install privacy screens and install unique keyed locks on all rented space entrance doors utilized by Caterpillar. Caterpillar will fund the installation of a 480V electrical panel and appropriate exhaust system and will also install a crane, if needed, that will be donated to VC upon CAT leaving the premises. This lease will produce \$89,136 in annual income. Mr. Bland Proctor moved to approve the lease with Caterpillar as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

F. President's Report:

a. Events and Dates. Jennifer Yancey reminded the board of the following upcoming events:

Gonzales Center Welcome Reception for Dr. Hinds
Tuesday, August 25 beginning at 4:30 p.m.

Retirement Reception for Dr. Butler
Wednesday, August 26, 2-4 p.m. at the Museum of the Coastal Bend.

VC-Victoria Chamber of Commerce Breakfast
Wednesday, September 9, 7:30 a.m.
ETC

There being no further business, the meeting adjourned at 4:50 p.m.

Ron Walker, Chair

V. Bland Proctor, Secretary