

MINUTES of the SPECIAL MEETING
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
June 19, 2017

√ Ronald B. Walker	√ Daniel Cano
√ Luis A. Guerra	√ Catherine McHaney
√ V. Bland Proctor	√ Michelle Yates
	X John Zacek

STAFF

√ Dr. David Hinds	√ Jennifer Yancey
√ Mary Ann Rodriguez	

MEDIA

√ Victoria Advocate – Gabriela Canales	
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Guests: Keith Blundell, Babette Lowe, Lydia Huber, Jerry Hamilton, Cindy Buchholz, Tracey Bergstrom, Dr. Helen Dvorak, Jacob Flores, Matt Wiley, Amy Mundy, Sharon Hyak, Dr. Betsy Crane, Dr. Patricia Rehak, Dr. Larry Garrett, Dr. Michael Hummel and Darla Guajardo.

The Victoria College Board of Trustees met Monday, June 19, 2017 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 4:03 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. No public comments were heard during this time.

C. Consider Board of Trustees Committee Reports:

1. Capital Planning Committee: 5.24.17

The Capital Planning Committee and draft committee charge were discussed. Members also discussed the final recommendations from the Capital Improvement Input Team. These recommendations are being incorporated into the new plan. Keith Blundell, Dr. Larry Garrett and Rawley McCoy discussed various options for implementing long-range planning and developing the campus design, including utilizing an additional design architect working through RMA.

2. Finance & Resources Committee Meeting: 6.14.17

a) Discuss remaining 2012 General Obligation Funds

The current cash balance and the remaining outstanding expenses were reviewed. The project budget should be closed out by August 31st with an estimated balance of nearly \$1 million.

b) Discuss Tuition Revenue Bond analysis

The current tuition revenue bond was originally issued in 1999 for \$6 million and the current maturity dates is August 2019. The committee discussed reissuing opportunities and potential revenue sources for repayment.

c) Discuss Gonzales Center update

Keith Blundell and Jackie Mikesh updated the members on discussions with the Gonzales City Manager and Mayor related to the lease renewal. The college is working with city officials to finalize a new long-term lease and operations plan, anticipated to be finalized by January.

Ms. Mikesh discussed the recent 10th year celebration at the Gonzales Center and provided an update on the enrollment in both credit and non-credit courses. The community of Gonzales continues to fully support the Center.

3. Facilities Committee Meeting: 6.14.17

a) Discuss 2016-2025 Facilities Master Plan

The committee reviewed a draft of the new Facilities Master Plan, which is a result of the Capital Improvement Input Team's work. The team's charge was to examine the status of the initiatives in the 2011-2020 Facilities Master Plan and align capital improvements and facility needs to meet the objectives of the 2015-2020 Strategic Plan. Members reviewed a summary of each of the projects.

b) Emerging Technology Complex update

The ETC officially opened June 1, 2015. Jennifer Yancey provided an update on the usage for the first two years.

D. Items for Consideration:

1. CONSIDER 2016-2025 Facilities Master Plan

Mr. Bland Proctor presented the plan for consideration. As this is a recommendation from the Facilities Committee, no second is required. Motion passed unanimously.

2. CONSIDER Authorization for Architect Rawley McCoy to proceed with Campus Design Project

Mr. Bland Proctor presented. The Capital Planning Committee recommends the Board authorize Rawley McCoy and RMA & Associates to begin working with the College to develop a campus design that addresses the Facilities Master Plan initiatives, including utilizing an additional design architect firm. As this is a recommendation from the committee, no second is required. Motion passed unanimously.

3. CONSIDER 2016-2017 Third Quarter Investment Report

Mr. Keith Blundell presented. This is the required quarterly disclosure of our investments for the quarter ended 05-31-17. The majority of the College's funds are in DDA accounts at the depository bank due to minimum interest rates higher than most investment rates. Those accounts are not considered investments since they are liquid. The remaining investments include a few Texpool accounts that we keep open in case the market turns around and the

rates earned at Texpool become higher than our depository bank rate. The Texpool account balances are below the minimum balance required to earn interest.

Mr. Luis Guerra moved to accept the report as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

4. CONSIDER ATI TEAS Testing Fee Increase

Dr. Hinds presented. The Test of Essential Academic Skills (TEAS) measures basic essential skills in the academic content areas of reading, mathematics, science, English and language usage. The objectives assessed on the TEAS exam are those which nurse educators deemed most appropriate and relevant to measure entry-level academic readiness and nursing program applicants.

ATI Nursing Education is increasing the testing fee and the scheduling fee. Victoria College is requesting approval to increase the proctoring fee by \$6. If approved, the total cost for students to take ATI TEAS will be \$80.

Mrs. Catherine McHaney moved to accept the fee increase as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

5. CONSIDER Personnel Items:

a. Faculty/Employee Resignations

Cindy Buchholz, Interim Vice President of Instruction presented. Jonathan Anderson, Music Instructor, submitted his resignation effective August 31, 2017 and Cathleen Gordon, Art Instructor, submitted her resignation effective August 9, 2017. Dr. Hinds presented the resignation of Marji Price-Seeger effective May 24, 2017. Mr. Bland Proctor moved to accept the resignations as presented. Mrs. Catherine McHaney and Mr. Luis Guerra seconded the motion. Motion carried unanimously.

b. Faculty/Employee New Hires

Cindy Buchholz presented. Stephanie Roddy, Cuero LVN Instructor and Whitney Pohler, Victoria LVN Instructor were both hired effective June 2017. Mrs. Catherine McHaney moved to accept the new hires as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

There being no further business, the meeting adjourned at 4:16 p.m.

Ron Walker, Chair

Bland Proctor, Secretary