

**MINUTES of the REGULAR MEETING**  
of the BOARD OF TRUSTEES of VICTORIA COLLEGE  
**March 21, 2016**

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

STAFF

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

MEDIA

√ Carolina Astrain,  
Victoria Advocate

**Guests:** Dr. Larry Garrett, Dr. Ed Byerly, Dr. Betsy Crane, Dr. Pat Vandervoort, Keith Blundell, Dr. Bill Coons, Jerry Hamilton, Babette Lowe, Lydia Huber, Darin Kazmir, and Matt Wiley.

The Victoria College Board of Trustees met Monday, March 21, 2016 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 4:06 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. Finance & Resources – 2.15.16
2. Facilities – 3.3.16
3. Finance & Resources – 3.21.16

**D. Items for Consideration:**

1. **CONSIDER Cancellation of General Election and Certification of Unopposed Candidates**  
Jennifer Yancey presented. The following stood unopposed after the filing deadline: Board of Trustee District 1, Michelle Yates, Board of Trustee, District 4, John Zacek, and Board of Trustee, District 6, Catherine Roberts McHaney. Ms. Yancey recommended the board cancel the election. Mr. Luis Guerra moved to accept the cancellation and certification. Mr. John Villafranca seconded the motion. Motion carried unanimously. The three board members will be sworn in at the May 16<sup>th</sup> board meeting.

2. **CONSIDER Minutes of the special Board meeting held on February 15, 2016**  
Mr. Luis Guerra moved to accept the minutes as presented. Mr. John Zacek seconded the motion. Motion carried unanimously.

3. **EXECUTIVE SESSION: Executive Session is called under authority of the Texas Open Meetings Act, and in accordance with the Texas Government Code, under Section 551.072 to deliberate the purchase, exchange, lease or value of real property.**  
Ron Walker called the Trustees and Vice-Presidents into Executive Session at 4:10 p.m. The session ended at 4:22 p.m. and the board was called back into Open Session. No action was taken following the Executive Session.

4. **CONSIDER January 2016 Financial Statement**  
Mr. Keith Blundell presented the financial statement for January 31, 2016. He discussed the Statement of Net Assets as compared to the same time last year, noting most items are comparable. Two areas of note were the Due from Construction Fund and Construction in Progress. There are a few outstanding items in the construction of the Emerging Technology Complex that should be completed in April. Another variance is related to employee pension. As noted in previous meetings, there are three new line items on the financials: Deferred Outflows Related to Pension; Net Pension Liability; and Deferred Inflows Related to Pensions. These are a result of GASB 68, representing the State's liability for employee pensions, and are for reporting purposes only.

Mr. Blundell then reviewed the Statement of Revenue, Expenses and Net Assets for each of the funds (Unrestricted General, Federal Restricted, State Restricted, Local Restricted, Auxiliary, and Debt Service), Budget Adjustments and the Gonzales and ETC Construction Funds. He compared current year actual to 2015 actual and explained any differences. No substantial items were noted. Variances in revenue are mainly due to timing. January is 41.67% of the fiscal year, and expenses reflect 41.53% of budget. Mr. Luis Guerra moved to accept the minutes as presented. Mrs. Catherin McHaney seconded the motion. Motion carried unanimously.

5. **CONSIDER Investment Report for Second Quarter FY 2015-16**  
Mr. Keith Blundell presented the Investment Report for the Second Quarter FY 2015-16 This is the required quarterly disclosure of our investments for the quarter ended 02-29-16. 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.  
Mrs. Catherine McHaney moved to accept the investment report as presented, Mr. Luis Guerra seconded the motion. Motion carried unanimously.

6. **CONSIDER Tuition and Fee Schedule for Academic Year 2016-2017**  
Mr. Keith Blundell presented. Mr. Blundell reviewed historical tuition and fee information, specific program delivery revenue and expenses and course/lab fees. No increases in credit tuition, general fee or technology fee are recommended for academic year 2016-2017. Recommended adjustments to Workforce & Continuing Education tuition and fees include those for new courses, provider increase in student liability insurance, and a tuition reduction related to decreased expenses. Credit course/program fees, testing fees and lab fee recommended

adjustments include those for new curriculum access, provider increase in student liability insurance, and reductions related to specific course expenses decreases.

Mr. Bland Proctor moved to accept the tuition and fee schedule for Academic Year 2016-17 as presented, Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

7. **CONSIDER Workforce & Continuing Education Tuition & Fee changes for 2016-2017**

Ms. Jennifer Yancey presented. Mr. Bland Proctor moved to accept the tuition and fee changes for 2016-17 as presented, Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

8. **CONSIDER Credit Course and Laboratory Fee changes for Academic Year 2016-2017**

Dr. Patricia Vandervoort presented. Mrs. Catherine McHaney moved to accept the tuition and fee for 2016-17 as presented, Mr. Bland Proctor seconded the motion. Motion carried unanimously.

9. **CONSIDER Order Changing Precinct Lines to Conform to City Ordinance No. 2016-1**

Ms. Jennifer Yancey presented the Resolution for consideration: On January 19, 2016, the City of Victoria adopted an ordinance which annexed territory described in Exhibit "A" of said ordinance as consisting of 15.01 acres lying adjacent to the City of Victoria, Texas and whereas, the area annexed by the City of Victoria said ordinances is territory currently lying in Voting Precinct No. 14 for the County of Victoria, Texas which formerly was unincorporated territory outside the City of Victoria and whereas, the territory, by reason of the action of the City Council of the City of Victoria, Texas is now located within an incorporated city and whereas, the Election Code for the State of Texas under Sec. 42.007 requires that a voting precinct may not contain territory both inside a city and unincorporated territory outside the city. Therefore, be it ordered, adjudged and decreed by the Commissioner's Court of Victoria County, Texas that the territory described in the attached Exhibit "A" of the City of Victoria, Texas Ordinance 2015-29 is transferred from the County of Victoria Voting Precinct No. 14 to County of Victoria Voting Precinct No. 7. Mr. Bland Proctor moved to accept the change in precinct lines as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

10. **CONSIDER Purchase of Goods or Services:**

a. **Purchase replacement of jack/piston for the VC/UHV Library elevator.**

Dr. David Hinds presented. The VC/UHV Library elevator is in need of repair. The recent malfunction of the elevator has resulted in the elevator being out of service. Dr. Hinds recommended the contract be awarded to ThyssenKrupp Elevator for a total cost not to exceed \$128,651. Mrs. Catherine McHaney moved to accept the purchase as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

11. **CONSIDER Personnel Items:**

a. **Tenure Recommendations**

b. **Reappointment of Tenure & Non-Tenured Track Faculty Members for AY 2016-2017**

c. **Faculty resignations**

Dr. Patricia A. Vandervoort presented. Mrs. Catherine McHaney moved to accept tenure recommendations presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously. Mrs. Michelle Yates moved to accept the reappointments of tenure and non-tenured track faculty as presented, Mr. John Villafranca seconded the motion. Motion carried unanimously. Mrs. Catherine McHaney moved to accept the faculty resignations presented. Mrs. Michelle Yates seconded the motion. Motion carried unanimously.

**E. Vice President's Report:**

- a. Spring enrollment report (credit and non-credit courses). Dr. Pat Vandervoort.

**F. President's Report:**

- a. Campus Projects
- b. Advancement Report
- c. Campus Events and Dates

There being no further business, the meeting adjourned at 4:59 p.m.

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Ron Walker, Chair

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V. Bland Proctor, Secretary