

**MINUTES of the REGULAR MEETING**  
of the BOARD OF TRUSTEES of VICTORIA COLLEGE  
**May 16, 2016**

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

STAFF

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

MEDIA

√ Victoria Advocate

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

The Victoria College Board of Trustees met Monday, May 16, 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 4:07 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 – 3.21.16, 5.16.16
2. Facilities – 5.10.16

**D. Items for Consideration:**

**1. ADMINISTER Oath of Office to Trustees**

Jennifer Yancey administered the Oath of Office and Statement of Officer to the following: Board of Trustee District 1, Michelle Yates, and Board of Trustee, District 6, Catherine Roberts McHaney. Mrs. Yates and Mrs. McHaney were both unopposed in the May election. John Zacek, Board of Trustee, District 4, who was also unopposed, was unable to attend the meeting and will take the oath at a later date.

**2. CONSIDER Minutes of the Regular Board meeting held on March 21, 2016**

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

3. **CONSIDER Designation of funds for Campus Safety Plan and 2011-2020 Master Plan**  
Keith Blundell presented. Mr. Blundell reminded the members that the 2013 Limited Tax bonds were issued to fund the 2011-2020 Master Plan, of which the Emerging Technology Complex was a major component. All final expenses for the ETC are expected by August 31, 2016. Mr. Blundell reviewed a schedule noting estimated remaining funds of approximately \$1.7M. He then offered administration's recommendation for the use of the remaining funds for other Master Plan items. The Campus Safety Plan is a top priority and many items in the Plan have been completed. Remaining items include finalization of door access control, interior and exterior cameras and Campus Police equipment. The total cost is estimated at \$532,000. Administration will recommend the remaining bond funds be designated for:  
Campus Safety Plan – up to \$600,000  
Other Master Plan items – up to \$1,500,000 (specific items to be determined)  
The combination not to exceed available funds of \$1.7M  
The Finance Committee moved to approve, motion was carried unanimously.

4. **CONSIDER February 2016 and March 2016 Financial Statements**  
Because the statements are cumulative, Mr. Keith Blundell only presented financial statements for March 31, 2016 in detail. February statements were provided in the packet.

Mr. Blundell 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. These should be cleared out by the end of the fiscal year. Use of the remaining bond funds were discussed in an earlier agenda item. 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. This is the first year for this required reporting, therefore there are no prior year comparisons.

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. State appropriations are coming in as planned. The credit tuition increase over last year is directly related to the implementation of differential tuition for certain courses. The credit fee decrease is reflective of true contact hour variances. The decrease in non-credit tuition is due to State training grants that were active in 2015, but not in 2016. Several contract and open enrollment courses are planned for the summer and will bring the revenue back in line with 2015. Other variances in revenue are mainly due to timing. Mr. Blundell noted March is 58.33% of the academic year and year-to-date expenses are right in line at 57.23% of budget.

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

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

Dr. David Hinds presented. Course fees in some Art courses were decreased due to Department of Ed rules regarding Books and Supplies. Mr. Bland Proctor moved to accept decreases as presented, Mr. John Villafranca seconded the motion. Motion carried unanimously.

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

*Purchase of Hardware needed for Campus Wide Access Control from Texas Tool*

Mr. Keith Blundell presented. This represents the remaining major components needed to complete the project to install electronically controlled access to exterior doors throughout campus, as proposed in the campus safety plan. The vendor, Texas Tool & Hardware will provide hardware not provided by Kratos Public Safety & Security Solutions, Inc. VC staff will provide installation of hardware. A separate vendor will provide data cabling to door locations. Cost of \$40,297.00.

*Purchase of Campus Wide Access Control from Kratos Public Safety & Security Solutions, Inc.*

Mr. Keith Blundell presented. This also represents the remaining major components needed to complete the project to install electronically controlled access to exterior doors throughout campus, as proposed in the campus safety plan. The vendor, Kratos, will provide technical services, specialized installation and some hardware. VC staff will provide installation of hardware. A separate vendor will provide data cabling to door locations. . Cost not to exceed \$133,193.00.

Mr. Bland Proctor moved to accept the proposals as presented, Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

**7. CONSIDER Personnel Items: Faculty Resignations/New Hires and Administration New Hire**

Dr. David Hinds presented the resignations of Pam Slagle, ADN Instructor and Mr. Troy Wratlslaw, Industrial Maintenance Mechanic Instructor. He also presented the faculty new hires of Mr. Lawrence Wick, Process Technology Instructor and Ms. Deedra Lahodny, VN Instructor in Hallettsville. Dr. Hinds also happily informed the Board that Mrs. Marjorie Price-Seeger had accepted the position of Vice-President of Instruction and would begin in June. Mrs. Price-Seeger will be replacing Dr. Patricia Vandervoort who is set to retire at the end of June 2016. Mr. Luis Guerra moved to accept the resignations as presented, Mrs. Catherine McHaney seconded the motion. Motion carried unanimously. Mrs. Catherine McHaney moved to accept the new hires as presented, Mr. John Villafranca seconded the motion. Motion carried unanimously.

**8. 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 4:36 p.m. The session ended at 4:56 p.m. and the board was called back into Open Session. No action was taken following the Executive Session.

**9. CONSIDER approval of Commercial Contract to sell 2.37 Acres of Land to UH-System.**

Mr. Bland Proctor authorized Dr. David Hinds to proceed with negotiations. Mrs. Catherine McHaney and Mr. Luis Guerra both seconded the motion. Motion carried unanimously.

**F.**

**President's Report:**

- a. Campus Projects
- b. Advancement Report
- c. Campus Events and Dates – Ms. Jennifer Yancey shared that Victoria College had been through six successful graduation ceremonies in three days. She thanked the Board members that had participated and represented Victoria College at several of the ceremonies. She shared with the Board that the Retiree Luncheon was scheduled for May 25<sup>th</sup>. She reminded them of the upcoming CCATT Annual Conference on June 3-4, 2016 in San Antonio that several of the board members would be attending and also of the June 8, 2016 Board Workshop to be held at ETC.

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