

MINUTES of the SPECIAL BOARD MEETING
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
December 13, 2021

V. Bland Proctor, <i>Chair</i>	Luis A. Guerra, <i>Vice-Chair</i>	John Zacek, <i>Secretary</i>	Dr. Daniel Cano	Catherine McHaney	Dr. Josie Rivera	Ron Walker
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Also in attendance: VC Staff: Dr. Jennifer Kent, Mary Ann Rodriguez, Keith Blundell, Cindy Buchholz, Edrel Stoneham, Terri Kurtz, Marty Deckard, Felix Appelt, Darla Guajardo, Matt Wiley, Lydia Huber, Tracey Bergstrom, Jerry Hamilton, Babette Lowe, Betsy Crane, Jacob Flores, Ceci Oldmixon, Darin Kazmir, Pam Neuman, Amy Mundy and Sophia Kameitjo. There were also three VC students present.

The Victoria College Board of Trustees met for a special board meeting on Monday, December 13, 2021, at 4:00 PM in Corporate Training Room 101 in the Academic Building of Victoria College located at 2200 E. Red River, Victoria, TX. Mr. Bland Proctor, Chair, presided over the meeting.

A. Call to Order:

1. Quorum Call:

Mr. Bland Proctor called the meeting to order at 4:04 p.m. and announced that a quorum of board members was present. He welcomed three VC students that were present to observe the board meeting as a requirement for one of their classes.

2. Certification of the Posting of the Notice of the Agenda

Dr. Jennifer Kent certified that the agenda had been properly posted per Texas statute also in accordance with the provisions of Sections 551.125 and 551.127 of the Texas Government Code.

B. Citizen Communication:

1. At this time, the public is invited to address the Board of Trustees.

No members of the public spoke to the Board

C. Items for Consideration:

1. CONSIDER 2020-2025 Strategic Plan

Mr. Matt Wiley presented. He shared that Victoria College (VC) engaged in a comprehensive, research-based planning process that evaluated our community's needs and developed a plan focused on institutional quality and effectiveness that forwards the VC mission. Mr. Wiley had presented the plan in more detail at the 3PM Board Workshop held right before the board meeting. Mr. Ron Walker moved to accept the strategic plan as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

2. CONSIDER 1st Quarter Investment Report

Mr. Keith Blundell presented. He shared that this is the required quarterly disclosure of our investments for the quarter ended 11-30-21. Due to the current interest rate environment, the majority of the College's excess funds are deposited with the College's depository accounts at Prosperity Bank. The Endowment Fund, General Fund, Auxiliary Fund, Debt Service Fund and

Construction Fund accounts are earned \$0.00 for the quarter due to balances being below the minimum for earnings. Also, that Texpool Prime accounts earned 0.064% for the quarter. Ms. Catherine McHaney moved to accept the report as presented. Mr. John Zacek seconded the motion. Motion carried unanimously.

3. CONSIDER Engaging A & A Constructors – Museum of the Coastal Bend

Mr. Keith Blundell presented. He shared that it is time to engage a general contractor for the addition to the Museum of the Coastal Bend. This is being funded by the National Endowment for the Humanities Grant with Victoria College matching. It is a 5-year grant. Of the 12 in attendance at the pre-proposal conference, 2 bids were received. Recommendation is being made to award the contract to A & A Constructors, Inc. Mrs. Catherine McHaney moved to accept the recommendation as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

4. CONSIDER Purchases of Goods/Supplies

a. Purchase of Staff Computers – *Dell Technologies*

Mr. Keith Blundell presented. He shared that most staff computers have been in use for more than eight years. Most faculty and staff are supporting students via web conferencing in a lot of cases these past couple of years. Keith stated that replacing staff computers with current equipment would improve their daily operations. This project includes replacing approximately 90 computer systems and will be funded by the CRRSAA Act 2021 (Coronavirus Response and Relief Supplemental Appropriations Act). Dr. Josie Rivera made a motion to accept the purchase as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

b. PURCHASE HSI-STEM Additional Equipment – *Washer Solutions, Inc; 118 Displays and Capital Microscope Services, Inc.*

Mr. Keith Blundell presented. He shared that bids were sent out to 10 vendors, 5 of them replied. The bids were opened at 3PM on December 13, 2021. Additional equipment for educational purposes. Purchases allowed within the terms of the Department of Education Hispanic Serving Institutions (HIS) – Science, Technology, Engineering or Mathematics (STEM) Grant. This grant is to (1) increase the number of Hispanics and other lower-income students to attain degrees in the fields of science, technology, engineering or mathematics and (2) to develop model transfer and articulation agreements between two-year and four-year institutions in such fields. Mr. Luis Guerra made a motion to accept the purchases as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

Mr. Bland Proctor moved to **D. Informational Items at this time**. Informing everyone in attendance that the board would move into closed session after this but no action would be taken once the board was back in open session. The board meeting would then be adjourned.

D1. End of Year Report

Mr. Matt Wiley presented the board with the 2020-21 End of Year binder. Highlighted a few areas. Asked the board to review it as their schedules permitted and to please contact him if they had any questions.

9. **EXECUTIVE SESSION:** The Executive Session is called under authority of the Texas Open Meetings Act, in accordance with *Texas Government Code, Section 551.074*, to discuss the board self-assessment.

Mr. Bland Proctor called the meeting into closed session at 411PM.
Mr. Bland Proctor called the board meeting back into open session at 433PM.

There being no further business, the meeting was adjourned at 433 PM.


Bland Proctor, Chair


John Zacek, Secretary