

MINUTES of the FACILITIES COMMITTEE
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
November 12, 2019

√ V. Bland Proctor	Dr. Daniel Cano
√ Luis A. Guerra	√ Catherine McHaney
√ John Zacek	Dr. Josie Rivera
	√ Ron Walker

STAFF

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

MEDIA

Guests: Keith Blundell, Cindy Buchholz, Dr. Edrel Stoneham, Amy Mundy, Dr. Larry Garrett, Rachel Nessel, Sue Prudhomme, Marty Deckard, and Sophia Kameitjo

A meeting of the Facilities Committee of the Victoria College Board of Trustees met Tuesday, November 12, 2019 at 3:30 p.m. in Room 105 of the Johnson Hall Building.

A. Call to Order:

1. Mr. John Zacek, committee chair, called the meeting to order at 3:32 p.m.
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 at this time.

C. Discussions:

1. Discuss Master Plan Update

a) Wood Building

i. Floor Plans, Budget and Timeline

Dr. Larry Garrett provided an update on the floorplan, remodel/construction budget and proposed timeline for completion. The architects have worked with faculty and staff to develop a plan that will improve the instructional environment, increase efficiencies and bring the facility up to current code. The project is scheduled to avoid conflicts with class schedules and to be completed fall 2021. Jennifer Yancey explained the funding available for the improvements. Victoria College was recently awarded a \$3.8 million US Commerce, Economic Development Administration (EDA) grant. The grant requires a 20% match. To-date, \$376,000 has been donated from industry and foundations. Additional grant requests are outstanding.

ii. Architect & Engineering Contract with Rawley McCoy & Associates

Dr. Garrett presented a revision to the Architect and Engineering Contract previously approved by the board. The original contract outlined a compensation structure based on a percentage of services. The EDA contract does not allow for this type of compensation. The revised contract outlines a fixed fee amount. Additionally, a change to the bid method was made to the original contract. Instead of competitive sealed proposals, the college must use the competitive bidding process as per the EDA contract. The Facilities Committee will present these changes to the full board for consideration at the November 18, 2019 board meeting.

iii. **Lien (Covenant of Purpose)**

Dr. Garrett discussed an additional requirement of the EDA grant. EDA requires a fifteen year lien on the improvements made to the project property (in this case the Wood Building). Instead of a “lien” document, EDA has agreed to an alternative “Covenant of Purpose, Use and Ownership”. Members reviewed the document and discussed the proposed “purpose”. It was later clarified with EDA that the College must simply maintain usage of the property workforce training for the fifteen years. The Facilities Committee will present the document to the full board for consideration at the November 18, 2019 board meeting.

b) **Comprehensive Student Center Floor Plan and Interior Renderings**

Dr. Garrett presented the most recent floorplans for the remodel/new construction of the Comprehensive Student Center as well as some initial interior renderings. Administration, faculty and staff have worked to further refine the space and programming needs. Jennifer Yancey discussed the status of funding for the project.

c) **Welder Center Annex (Scope of Work/Budget for the THC Grant)**

Dr. Garrett and Sue Prudhomme presented an update on the Annex project. The college received a Hurricane Harvey Emergency Supplemental Historic Preservation Fund Grant (HIM ESHPF) administered through the Texas Historical Commission in the amount of \$242,500 (no match required). The funds will be used for some exterior and interior repairs. The long-term use and buildout of the interior of the building is yet to be determined. Ms. Prudomme provided a timeline of the discussions and visits with representatives of the Texas Historical Commission. She is expecting draft grant agreements late 2019 early 2020. No action is required by the Board at this time.

2. **Discuss VC/UHV Library MOU Update**

Dr. Hinds presented the final MOU between VC and UHV relating to library services. UHV has built a standalone library and will no longer be housed in the VC library. VC will maintain its library, but hours and materials available to student will be adjusted. UHV has agreed to allow VC students full access to their resources and facilities. The MOU outlines the partnership for use, access, transition, retained and shared ownership of some materials and payment for services. He shared that this arrangement would ensure VC students have access to all of the learning materials and supports required for their courses.

There being no further business, the committee meeting adjourned at 5:06 p.m.

V. Bland Proctor, Chair

John Zacek, Secretary