

MINUTES of the REGULAR MEETING
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
January 29, 2018

√ 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 – Gabby Canales	
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Guests: Keith Blundell, Babette Lowe, Lydia Huber, Matt Wiley, Jerry Hamilton, Cindy Buchholz, Dr. Edrel Stoneham, Tracey Bergstrom, Lydia Huber, Dr. Helen Dvorak, Dr. Patricia Rehak, Dr. Michael Hummel, Terri Kurtz, Shari Gould, Darin Kazmir, and 3 VC students to observe the meeting for class project.

The Victoria College Board of Trustees met Monday, January 29, 2018 at 4:00 p.m. in the Corporate Training Room, Academic Building, Room 101. Mr. Luis Guerra, Vice 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 Committee Meeting – 01.11.18

Mr. Luis Guerra provided a summary of the Finance & Resources Committee meeting. Members discussed the history and guidelines for the College's tax abatement policy.

There are no pending requests at this time. Members also discussed the current net position calculation with and without the GASB 68 reporting requirements. For year ended 2016-2017, VC's net position was 30.95% or 3.7 months of reserve. This is well within the board policy requirement.

2. Student Success Committee Meeting – 01.18.18

Ms. Michelle Yates provided a summary of the Student Success Committee meeting. Members discussed the 2015-2020 Strategic Plan. There were no recommended changes to the three strategic priorities. The proposed revisions to the action items and specific activities are based on a year-end review of the Strategic Plan and include the addition of a new action item and reorganization/consolidation of existing action items/activities designed to incorporate the work of Pathways into the plan. The committee will submit the changes to the full board for consideration at the January 29th meeting.

Committee members then reviewed the proposed dashboard of student success indicators, the process for posting the information on the College's website and the timeline. The dashboard will be presented to the full board at a spring workshop.

D. Items for Consideration:

1. CONSIDER Minutes of the Regular Board Meeting held on November 27, 2017

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

2. CONSIDER September - December 2017 Financial Statements

Mr. Keith Blundell presented financials for September, October and December 2017. As the financials are cumulative, he reviewed only the December statements in detail. He discussed the Statement of Net Assets as compared to the same time last year, noting most balances are comparable. Current assets are up from 2016 due mainly to the sale of land to UHV. A shift from cash to investments is a result of positive interest rates. Excess operating funds have been invested in TexPool. There are no long-term investments.

Mr. Blundell then reviewed the Consolidated Statement of Revenue, Expenses and Net Assets, budget adjustments and the Gonzales and ETC construction funds. He compared current year actual to 2016 actual and explained any differences. Total revenue is 42% of budget and 101% compared to same time last year. This variance is due to non-budgeted investment income and receipt of insurance payments as a result of Hurricane Harvey claims. December is 33% of the academic year and expenses are right in line at 35%. Net increase in net assets is \$2,053,231.

Mr. Luis Guerra informed the board that the Finance & Resources Committee had met prior to the board meeting and recommended approval of the financial statements as presented. Motion carried unanimously.

3. CONSIDER Contract for Election Services

Ms. Jennifer Yancey presented information for this item. The Victoria County Elections Administrator will coordinate, supervise and handle all aspects of administering the May 5, 2018 General Election. Victoria College will pay the County for equipment, supplies, services, and administrative costs as outlined in the contract. The amount will be pro-rated among all participants in the election. Mrs. Catherine McHaney moved to accept the contract as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

4. CONSIDER Order Calling a Joint Election on May 5, 2018

Ms. Jennifer Yancey presented. The Victoria College Board of Trustees has three district positions that expire in 2018. VC will consider an Order calling a Joint General Election on May 5, 2018, for the positions of Victoria College Board of Trustees Members District 1, District 2 and District 5. Mr. Bland Proctor moved to accept the order as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

5. CONSIDER Offers to Purchase Tax Sale Properties

Ms. Jennifer Yancey presented. Linebarger, Goggan, Blair & Sampson, LLP has provided VC with offers to purchase six (6) tax sale properties owned in trust by the Victoria County taxing authorities as a result of the property's failure to sell at a tax sale on the courthouse steps for the entire amount of delinquent taxes and costs owed. Upon approval of the Board, the properties will be sold and added back to the tax rolls. Mr. Ron Walker abstained from the voting. Mr. Bland Proctor moved to accept the offers as presented. Mrs. Catherine McHaney seconded the motion. Motion carried unanimously.

6. CONSIDER Resolution Approving Investment Policy and List of Eligible Brokers

Mr. Keith Blundell represented. In accordance with the Public Funds Investment Act, the Board annually must review the investment policy and approve the list of eligible brokers. There are no recommended changes to the policy or the eligible brokerage firms. The only change is the contact person at Coastal Securities. Mr. Luis Guerra reported that the Finance & Resources Committee met and reviewed, they recommend approval of resolution, investment policy and list as presented. Motion carried unanimously.

7. CONSIDER Nomination to Victoria College Foundation Board of Directors

Mrs. Amy Mundy presented. At the January 22, 2018 regular meeting of the Victoria College Foundation Board of Directors, the directors approved the nominating committee's recommendation to add Mr. Bill Gibbens to the board with a 2017-2020 term. Dr. Daniel Cano moved to accept the nomination as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.

8. CONSIDER Nominations of New Members to Advisory Board of the Museum of the Coastal Bend.

Ms. Sue Prudhomme presented. The Advisory Board of the Museum of the Coastal Bend met on November 28, 2017 and voted to recommend Joseph Locke and Emily Weatherly to three-year terms; and reached consensus via an email vote on January 22, 2018 to recommend Charles Kouba for a three-year term. Mrs. Catherine McHaney moved to accept the nominations as presented. Dr. Daniel Cano seconded the motion. Motion carried unanimously.

- 9. CONSIDER Change to Victoria College’s In-District Residency Requirement**
 Dr. Edrel Stoneham presented. He explained a recommended change to VC’s In-District Residency Requirements in the Victoria College catalog. The change will allow dependent students who can document Victoria County residency for a six month period prior to enrollment to be assessed in-district tuition. Currently, district residency status for dependent students is linked to the parent’s county of residency. Mrs. Catherine McHaney moved to accept the change as presented. Mr. Luis Guerra seconded the motion. Motion carried unanimously.
- 10. CONSIDER Revisions to the 2015-2020 Strategic Plan**
 Dr. Patricia Rehak presented. These revisions are based on a year-end review of the Strategic Plan and include the addition of a new action item reorganization/consolidation of existing action items/activities designed to incorporate the work of Pathways into the plan. Victoria College made the decision in fall 2017 to participate in the Texas Pathway Project. This project is a statewide strategy focused on building capacity for community colleges to design and implement structured academic and career pathways at scale. Much of the Pathways Framework is already in alignment with the VC Strategic Plan; however, the proposed revision provides a more integrated and strategic approach. Mrs. Michelle Yates shared that the Student Success Committee had previously met, reviewed the revisions as presented and recommend approval. Motion carried unanimously.
- 11. CONSIDER Purchases of Goods and/or Services**
 Mr. Bobby Cubriel and Mr. Keith Blundell both presented the purchase of EAB (Educational Advisory Board) Navigate Software. Navigate is EAB’s Student Success Management System technology for community colleges. Navigate offers:
1. Guidance planning and on-boarding tools available directly to students via mobile and web applications. Examples include:
 - a. Tailored list of tasks organized by student types.
 - b. Program selection guidance and career data.
 - c. Term-to-term planning tool kits.
 - d. Smart course selection and scheduling tools.
 - e. Scheduling and registration support.
 2. Continuity for VC transfer students as they transition to partner institutions. UHV plans to implement Navigate in 2018.
 3. Constant communication channels to students during their entire VC experience.
 4. A significant cost savings due to membership in the Houston GPS consortium.
- 12. CONSIDER Personnel Items: Faculty Resignation**
 Mrs. Cindy Buchholz presented the resignation of Laurie Neuerburg, VC Librarian. Mrs. Catherine McHaney moved to accept the resignation as presented. Mrs. Michelle Yates seconded the motion. Motion carried unanimously.

There being no further business, the meeting adjourned at 5:02 p.m.

Ron Walker, Chair

Luis Guerra, Vice Chair