

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF REGENTS OF THE DEL MAR COLLEGE DISTRICT

May 8, 2018

The Regular Meeting of the Board of Regents of the Del Mar College District convened in the Isensee Board Room, Del Mar College, Corpus Christi, Texas at 1:00 p.m. on Tuesday, May 8, 2018, with the following present:

From the Board:

Mr. Trey McCampbell, Dr. Nicholas Adame, Mr. Ed Bennett, Ms. Elva Estrada, Ms. Susan Hutchinson, Ms. Sandra Messbarger, Mr. Gabriel Rivas, and Ms. Carol Scott.

From the College:

Dr. Mark Escamilla, President and CEO; Dr. Beth Lewis, Executive Vice President and Chief Academic Officer; Ms. Lenora Keas, Vice President and CFO Mr. Augustin Rivera, Jr., General Counsel; Dr. Rito Silva, Vice President for Student Affairs; Mr. August Alfonso, Vice President for Facilities and Operations & Chief Information Officer; Ms. Tammy McDonald, Vice President of Human Resources and Administration; Ms. Mary McQueen, Executive Director of Development; Ms. Natalie Villarreal, Director of External and Board Relations; Ms. Delia Perez, Board Liaison; and other staff and faculty.

CALL TO ORDER/QUORUM CALL/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE/MISSION STATEMENT

Mr. McCampbell called the meeting to order with a quorum present. He requested a moment of silence followed by the Pledge of Allegiance and Mission Statement.

RECOGNITIONS:

Students and Staff

- Robert Muilenburg, Scott Beckett, and Foghorn staff: the Foghorn was named Best Non-Daily College/University Newspaper in Texas by the Texas Associated Press Managing Editors.....Dr. Beth Lewis
(Goal 3. Professional Initiatives: Provide Innovative, Relevant, and Meaningful Opportunities)

Dr. Lewis reported that on April 14th at the state meeting of the Texas Associated Press Managing Editors announced that the Foghorn was named Best Non-Daily College/University Newspaper in Texas. The Foghorn is under the direction of Associate Professor, Robert Muilenburg and Scott Beckett, Journalism Lab Advisor.

Mr. Muilenburg addressed the Board briefly and stated that he is very proud to work with such an incredible group of students.

- 2017-2018 Del Mar College Student Hall of Fame Recipients: Tara Lynn Clancy, Bobbie-Jonell Lopez, Danielle Reene Garza, Melinda Garza, Mark Young and John Beauford.....Dr. Rito Silva
(Goal 1. Student Learning Success: Ensure Exceptional Educational Opportunities for All Students)

Dr. Silva introduced the 2017-2018 Hall of Fame inductees. He congratulated them and read abbreviated bios of each student.

Mr. McCampbell congratulated and thanked the six students for all they represent on campus stating that it's incredible to hear their stories and knows they are just the tip of the iceberg of what happens at Del Mar College.

STAFF REPORTS:

- Tax Abatement Overview and Update.....Dr. Mark Escamilla
(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Dr. Escamilla introduced Mike Culbertson, CFO of Corpus Christi Regional Economic Development Corporation.

Mr. Culbertson provided his background and his presentation included information on the following:

- Entities that CCREDC conducts compliance reviews for;
- Compliance procedures;
- Tax abatement existing agreements for Del Mar College including the year, investment amount, and jobs: Ticona Polymers, voestalpine, EPIC Y-Grade, M&G, Castleton;
- Numbers for each project, including year approved, estimated and actual investment, year construction began, production start, and taxes projected, estimated and actuals; and
- M&G Resins update.

Mr. Culbertson responded to the Regents throughout his presentation. The Regents provided their input/comments of information they would like included in future presentations in addition to the compliance report.

Dr. Escamilla stated that he appreciates the feedback and they will fine-tune the information and bring it back to the Board in a couple of months.

- Contract Extension Notification for Estrada Hinojosa Investment Bankers
Ms. Lenora Keas
(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Ms. Keas stated that this item is primarily an update notification. Last month Estrada Hinojosa was present in the Board meeting and the Board approved issuance of 2018A and 2018B bond issuances for the summer. As they roll forward their contract is coming up so they want to make that extension and that extension has been extended by letter from Dr. Escamilla. This contact is on the report that Tammy McDonald brings to the Board and today is a notification that their contract was extended for two years.

Ms. Keas responded to questions from the Regents.

- OSIssoft LLC Software Gift.....Ms. Mary McQueen
(Goal 4. Technology: Utilize Technology to Enhance Academic and Institutional Services and Processes and Goal 6. Partnerships: Expand Opportunities for Mutually- Beneficial Alliances)

Ms. McQueen reported that last week the Foundation of Del Mar College was proud to announce a gift of over one million dollars by OSIssoft LLC Software. This software will be used by process technology, instrumentation, and a number of technical fields. This software allows the students the ability to analyze industrial operations by pulling information from multiple streams, and it comes to the College at a great time because there are now over 500 students in the process technology field.

BOARD NOTIFICATIONS:

Revisions to “A” portion of Board Policy B6.28 Library Mission and Services.....Dr. Beth Lewis

- A6.28.1 Basic Purpose and Process;
- A6.28.2 Priorities in Resource Orders;
- A6.28.3 Gifts;
- A6.28.4 Periodical Resources;
- A6.28.5 Weeding of Library Collection; and
- A6.28.6 Cooperative Institutional Relationships.

(Goal 5. Advocacy: Advance the College Mission Through Effective Governance and Positioning)

Dr. Lewis stated that the revisions have been recommended by the Dean of Learning Resources and appropriate councils. The original policy is more about process and procedure and they want the policy to pertain to “policy”. These changes were made to clean this policy up and this is a notification and requires no action from the Board.

COLLEGE PRESIDENT’S REPORT.....Dr. Mark Escamilla

- April 23, 2018: 60X30TX Meeting, Texas A&M International University, Laredo
(Goal 5. *Advocacy: Advance the College Mission Through Effective Governance and Positioning*)

Dr. Escamilla joined a team from the College and attended a regional meeting at Texas A&M University, Laredo to discuss the regional impact of 60X30TX. He thanked Texas A&M University in Laredo for hosting them. This summer they plan to get together again and add another layer of data and best practices.

- April 25, 2018: TACC Quarterly Meeting
(Goal 6. *Partnerships: Expand Opportunities for Mutually-Beneficial Alliances*)

Dr. Escamilla attended the Texas Association of Community College's Quarterly Meeting on April 25th. They discussed the legislature as it's reamping up, and concluded with a rough draft of the legislative agenda for the next session. It is the earliest the Association has put an agenda together. It will be formalized and put together for a vote on June 1st at the CCATT meeting.

- April 26, 2018: DMC Students Participation in College Night at Rodeo Corpus Christi
(Goal 2. *Student Access and Support Services: Maximize Affordable Access and Excellence in Student Services*)

Dr. Escamilla stated he was proud to report that the Del Mar College students that participated in the calf scramble won that event. He thanked Natalie Villarreal for setting this event up.

- April 28 – April 30, 2018: AACC Annual Convention, Dallas
(Goal 5. *Advocacy: Advance the College Mission Through Effective Governance and Positioning*)

Dr. Escamilla attended the national meeting of the American Association of Community Colleges on April 28th and 29th in Dallas. He participated as a guest in a Civitas presentation, along with Lone Star College District. He thanked Dr. Silva for providing the information and data to him. Also, Mary McQueen participated along with Tyler Junior College and College of the Mainland with a presentation on the College's Foundation and how that work has distinguished not only our institution but also the State of Texas in fundraising and leading those efforts. The presentation was well done and well attended.

- May 1, 2018: Meeting at Texas Capitol with Blue Cross Blue Shield and Employees Retirement System of Texas Officials
(Goal 5. *Advocacy: Advance the College Mission Through Effective Governance and Positioning*)

Dr. Escamilla attended a meeting at the Texas Capitol with Blue Cross Blue Shield and Employees Retirement System of Texas officials on May 1, 2018. They do not have the full outcome yet but they met with elected delegation, Chairman Hunter, Chairman Herrero,

Senator Hinojosa and also had the support of Chairman Lozano who could not be present at the meeting. The three elected officials present led a meeting with CEO Dr. Dan McCoy, President of Blue Cross Blue Shield Texas to discuss insurance. Porter Wilson, the ERS Executive Director and staff members were also present. It was a very productive meeting and they left assured that they would provide more access to local physicians, both primary care and specialists. They are making great headway and believe they will be hearing something very soon. He thanked Tammy McDonald, Natalie Villarreal and the team that has been working intently on this. He is very appreciative of Chairman Hunter, Chairman Herrero and Senator Hinojosa for their efforts.

PENDING BUSINESS:

Status Report on Requested Information

(Goal 5. Advocacy: Advance the College Mission Through Effective Governance and Positioning)

CONSENT AGENDA

Notice to the Public

The following items are of a routine or administrative nature. The Board of Regents has been furnished with background and support material on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Board member or a citizen, in which event the item(s) will immediately be withdrawn for individual consideration in their normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.

CONSENT MOTIONS:

(At this point the Board will vote on all motions not removed for individual consideration.)

ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

1. Approval of Minutes:
Regular Board Meeting, March 6, 2018
(Goal 5. Advocacy: Advance the College Mission Through Effective Governance and Positioning)
2. Acceptance of Investments for April 2018
(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)
3. Acceptance of Financial Statement for March 2018
(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Public comments for consent agenda items

Mr. Rivas made a motion to approve the consent agenda items. Ms. Estrada seconded the motion. There was no further discussion from the Board. There were no public comments. A voice vote was taken and the motion carried unanimously, 8-0, with Regents

McCampbell, Adame, Bennett, Estrada, Hutchinson,
Messbarger, Rivas, and Scott in favor.

REGULAR AGENDA

4. Discussion and possible action relating to recommendation of Professor Emeritus status for Mr. David Irving.....Dr. Mark Escamilla
(Goal 3. Professional Initiatives: Provide Innovative, Relevant, and Meaningful Opportunities)

Dr. Lewis read the following resolution conferring professor emeritus status to Mr. David Irving:

RESOLUTION

In Recognition and Profound Appreciation for
Distinguished Service by

David Irving

WHEREAS, Mr. David Irving, Professor of Music, served as an exemplary educator among his peers at the College for over 40 years. During his tenure at the College, Mr. Irving provided distinguished contributions with his artistic and scholarly work for the Music Department. He is commended for his commitment to our students, his colleagues, the College, the community and surrounding area, and, most notably, to the music field.

WHEREAS, Mr. Irving dedicated countless hours as the faculty sponsor for the College chapters for the Phi Mu Alpha Music Fraternity and the Phi Sigma Music Sorority. He provided leadership to these students through many community service projects and fundraising events and mentored them along their educational paths and growth as musicians. Phi Mu Alpha named an award after Mr. Irving and chose him as its first recipient of the David Irving Faculty Advisor Award in 2017.

WHEREAS, Mr. Irving provided his experience and expertise to several professional organizations such as the Texas Music Educators Association, the Texas Bandmasters Association, the Texas Jazz Festival Society, and local YMCA fundraising campaigns. He founded the annual Jazz Band Guest Artist Concert by inviting internationally recognized jazz musicians to perform at the College. Furthermore, he hosted the South Texas Band Director Hall of Fame and since 1958 he served the Corpus Christi Municipal Band as a musician, conductor, and now, manager, fundraiser, and master of ceremonies.

Mr. Irving spoke of his fond memories of his career at Del Mar College and his gratitude for the students, faculty, and administration. He introduced his wife, Jean Irving.

Mr. McCampbell thanked Mr. Irving for all that he has done in being a living legend among the music community in Corpus Christi.

Ms. Scott made a motion to accept and adopt the proposed Resolution. Ms. Messbarger seconded the motion. Dr. Cynthia Bridges thanked the Board and said she didn't know another person that was more deserving through their service and informed teaching. Dr. Escamilla stated that it had been an honor the past nine plus years working with him and thanked him for training many of his friends that came through Del Mar College and what Mr. Irving has done for the College will never be forgotten. There were no additional public comments. Regents Estrada, Messbarger, Adame, and Rivas thanked Mr. Irving for his service. There was no further discussion from the Board. A roll-call vote was taken and the motion carried unanimously, 8-0, with Regents Adame, Bennett, Estrada, Hutchinson, McCampbell, Messbarger, Rivas, and Scott in favor.

5. Discussion and possible action regarding Internal Audit Report, Follow-Up Reports, and Internal Audit Status.....Ms. Tammy McDonald
(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Ms. McDonald introduced Alyssa Martin and Daniel Graves with Weaver, the College's internal audit group. They will present an initial audit report for Accounts Payable, and follow-up reports for Registrar, Admissions & Registrar, Financial Aid, and Human Resources, and they will also go over the College's internal audit status.

Ms. Martin discussed the Audit Plan that was approved for fiscal year 2018 which included information on 2018 Planned Internal Audits with the recommendation of deferring Grant Management and Information Security Audits to FY 2019, 2018 Internal Audit Follow-Ups, and 2018 Annual Requirements.

Ms. Martin and Mr. Graves provided information from the four internal audits that Weaver performed, discussing summary of results, recommendations, and management's response per finding. The four audits are listed below:

- Accounts Payable & Disbursement Processes Initial Audit: Overall satisfactory and four objectives received satisfactory rating as well;
- Admissions & Registrar Follow-Up Audit: Initial audit was performed in 2016, evaluated the corrective actions of 15 open internal audit findings from the 25 overall findings identified in 2016. Seven findings have been remediated, two have partial remediation, four have not made enough progress to indicate that they were partially closed, and two have some progress but timing was off.

- Financial Aid Follow-Up Audit: Initial audit was performed in 2016; there were six findings from the initial report in 2016, four had been remediated and procedures were performed on two, and one of these was completely remediated by College management and the other finding was related to Title IV funds and was partially remediated.
- Human Resources Follow-Up Audit: Initial audit was performed in 2017; there were nine findings, four were remediated, three were partially remediated and the additional two could not be tested during the follow-up period because there were no instances of the transaction occurring during the follow-up period.

Dr. Escamilla, Ms. McDonald, Ms. Martin and Mr. Graves responded to questions from the Board throughout their presentation.

Ms. Estrada made a motion to accept the audit reports. Mr. Rivas seconded the motion. There was no further discussion from the Board. A voice vote was taken and the motion carried unanimously, 8-0, with Regents Adame, Bennett, Estrada, Hutchinson, McCampbell, Messbarger, Rivas, and Scott in favor.

6. Discussion and possible action related to the designation of a Contractor for the HVAC Testing, Adjusting, and Balancing Services in response to RFP 2018-04 and authorizing the administration to proceed with awarding contract.....Mr. August Alfonso
(Goal 7. Resources: Ensure Strong Financial and Operational Capacity)

Mr. Alfonso reported that on April 2, 2018 the College issued RFP 2018-04 for the HVAC Testing, Adjusting, and Balancing Services for the following 2014 Bond construction projects: Emerging Technology Expansion; Workforce Development Center; and General Academic/Music Phase II. The following firms submitted qualification statements and cost proposals for consideration: Campos Engineering, Inc. and PHI Service Agency.

The Evaluation Committee's recommendation for the contractor for the Testing, Adjusting, and Balancing Services is PSI Service Agency. The proposed contact amount is \$122,780.

Mr. Alfonso responded to questions from the Regents.

Ms. Scott made a motion to accept the recommendation of PSI Service Agency. Ms. Messbarger seconded the motion. There was no further discussion from the Board. A voice vote was taken and the motion carried unanimously, 8-0, with Regents Adame, Bennett, Estrada, Hutchinson, McCampbell, Messbarger, Rivas, and Scott in favor.

7. Discussion and possible action related to revisions proposed to policy B2.1 Board of Regents.....Dr. Beth Lewis
(Goal 5. Advocacy: Advance the College Mission Through Effective Governance and Positioning)

Dr. Lewis reported that the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) approved two new Principles of Accreditation in December 2017. The new principles are 4.2.f and 4.2.g which cover Board governance. Today's proposed revisions to Board Policy 2.1 are in accordance with the new standards.

Dr. Lewis stated that the Board has been doing annual self-evaluations and the new Principle of Accreditation 4.2.g requires that the College have a Board policy that states that the Board will do annual evaluations.

Dr. Escamilla and Dr. Lewis responded to questions from the Regents.

Ms. Scott made a motion to approve the proposed revisions. Ms. Messbarger seconded the motion. There was no further discussion from the Board. A roll-call vote was taken and the motion carried unanimously, 8-0, with Regents Adame, Bennett, Estrada, Hutchinson, McCampbell, Messbarger, Rivas, and Scott in favor.

8. Discussion and possible action regarding District 4 Regent vacancy.....
.....Mr. Augustin Rivera, Jr.
(Goal 5. Advocacy: Advance the College Mission Through Effective Governance and Positioning)

Mr. McCampbell reminded everyone that since the last regularly scheduled meeting they received a resignation from Regent Guy Watts and there was a special meeting to accept his resignation. This agenda item is for Mr. Rivera to lead them through discussion of the process of filling that vacancy.

Mr. Rivera went over the material in the Board packet and explained the process of filling the vacancy for the District 4 Regent, including the six steps under the Board Bylaws and Texas law.

The Board discussed time frames for the application deadline and interview process/schedule.

Mr. Rivera responded to questions from the Regents.

Ms. Scott made a motion to proceed to appoint a replacement to fill the vacancy and the position of District 4 Regent and that they follow the following steps provided in their Bylaws and Texas law, including the announcement of the vacancy, and the request for

submissions of interest by 5:00 p.m. on May 29, 2018.
Ms. Messbarger seconded the motion. There was no further discussion from the Board. A roll-call vote was taken and the motion carried unanimously, 8-0, with Regents Adame, Bennett, Estrada, Hutchinson, McCampbell, Messbarger, Rivas, and Scott in favor.

GENERAL PUBLIC COMMENTS (Non-Agenda Items) – 3-minute time limit

There were no general public comments.

The Board Chair announced the Board was going into Closed Session as follows:

9. CLOSED SESSION pursuant to:

- A. TEX. GOV'T. CODE § 551.071: (Consultation with legal counsel), regarding pending or contemplated litigation, or a settlement offer, with possible discussion and action in open session; and, the seeking of legal advice from counsel on pending legal or contemplated matters or claims, with possible discussion and action in open session; and,
- B. TEX. GOVT. CODE § 551.074(a)(1): (Personnel Matters), regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; including, 1.) Annual Evaluation of College President, with possible discussion and action in open session; 2.) Annual Board Self-Evaluation; and, 3.) District 4 vacancy, with possible discussion and action in open session.

The Board went into Closed Session at 3:48 p.m.

The Board reconvened in Open Session at 5:09 p.m. with no action.

CALENDAR: Discussion and possible action related to calendaring dates.

ADJOURNMENT: The meeting was adjourned at 5:13 p.m.

MINUTES REVIEWED BY GC: /s/AR