

TECH PREP OF THE RIO GRANDE VALLEY, INC.
MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
12 noon Tuesday, November 30, 2004—International Technology, Education, and Commerce (ITEC) Campus
The University of Texas, Brownsville

DIRECTORS PRESENT:

Cesar Maldonado, P.E.	MGM Engineering Group, Managing Principal—Meeting Chair
Adrian A. Arriaga, CCIM, CIPS	AAA Real Estate & Investments, Broker/Owner
John A. Edwards, Ph.D.	UTPA, Vice President for Enrollment and Student Services
Marilyn D. Gilbert	Brownsville Public Utilities Board, Energy Risk Manager
Maria Nuez Hall	Allstate Insurance Co., Principal Agent and Personal Financial Representative
Pat Hobbs	TSTC Harlingen, Vice President for Student Learning
Robert Leftwich	Lockheed Martin, Material Planning
Margie Mancillas, Ed.D.	UTB/TSC, Associate Faculty for Resource Development and Research
Moose Miller	Moose Miller Enterprises, President/CEO
Sam O. Olivarez	Barrera’s Supply Co., Inc., President
Hector Quintanilla	Brownsville Area Manufacturers’ Association, Education Committee Chair
Joey Trevino	Halff Associates, Planning/Business Development
Joe Vasquez	Mid-Valley Health Systems/Knapp Medical Center, Vice President of Human Resources
Stephen M. Vassberg	TSTC Harlingen, Associate Vice President for Workforce Development
Perry A. Vaughn	Associated General Contractors-RGV, Executive Director
Linda Wade, Ph.D.	Harlingen CISD, Superintendent

DIRECTORS ABSENT:

Joe Calvillo, Jr.	ACT RGV, Career and Technology Education Program
Nicolas (Nick) Gonzalez	South Texas College, Director of Public School Relations
Josefa G. (Josie) Guerra	Rio Grande City CISD, Assistant Superintendent for Curriculum and Instruction
Dean LaFever	Texas Gas Service, Director for Rio Grande Valley
Janice Mumford	Community Volunteer
Mark Rainey	McAllen Medical Center, Asst. Administrator for Human Resources
Hollis V. Rutledge, Jr.	Rutledge and Associates, Inc., President and CEO
Celeste Sanchez	San Benito CISD, Assistant Superintendent
Antonio Zavaleta, Ph.D.	UTB/TSC, Vice President for External Affairs

ASSOCIATE MEMBERS PRESENT:

Ed Garcia

South Texas Assoc. of CATE Administrators and Supervisors, Vice President

ASSOCIATE MEMBERS ABSENT:

Michael (Mike) Barrera, Ed.D.

McAllen ISD, Lead Director for Middle School Instruction and CATE

Charles Champion, Jr.

Brownsville ISD, Special Projects Officer

Connie Guerra

Region One ESC, Director, Migrant, Bilingual and High School Programs

Daniel (Danny) King, Ph.D.

Hidalgo ISD, Superintendent

Roberto F. Loredó

PSJA ISD, Asst. Superintendent for Administrators and School Operations

Minnie Lucio

Texas Workforce Center, Community Coordinator

Jose G. Martin, Ph.D.

UTB/TSC, Provost and Vice President for Academic Affairs

Hilario (Larry) Rincones

TAMU-College Station, Assoc. Director for Service Provider and Resident Organization

Estella L. Trevino

Edinburg Housing Authority, Executive Director

Ron Tupper, M.S.

Texas A&M University System Health Science Center, South Texas Center, Director Special Projects

Romeo Villarreal

Romeo Villarreal Rental Properties, Owner

EMERITUS MEMBERS ABSENT:

Eduardo A. Campirano

Brownsville Public Utilities Board, Assist. General Manager & Chief Operations Officer

Ray Elledge

Texas Commercial Energy, Division Manager

Ed Tamayo

First Community Bank, Executive Vice President

GUESTS PRESENT:

Francisco Castellanos

Cameron Works, Inc., Executive Director

Dave Ralph

TSTC, Communication Writer

Prisci Roca-Tipton

UTB/TSC, Director for PreK-16 and Tech Prep

Nicolas R. Quezada

Child Development Association, Washington, D.C.

STAFF PRESENT:

Pat Bubb

Tech Prep, Executive Director

T. Yvette Garza

Tech Prep, Administrative Assistant

Martha Gutierrez

Tech Prep, Work-Based Experiences Specialist

Todd Holland

Tech Prep, Outreach Specialist

Sonia Villescas

Tech Prep, Secretary

Pursuant to notice duly given, a meeting of the Tech Prep RGV Board of Directors was held at the above time and place with the above persons participating.

Agenda Item	Key Points Discussed	Actions to Be Taken	Person Responsible and Timelines
Call to Order/Welcome	Board member Hector Quintanilla welcomed the Tech Prep Board to UTB/TSC's ITEC Center. Board member Moose Miller led the invocation and pledge.	No action required	Not applicable
Board Bytes	Tech Prep Executive Director, Pat Bubb, introduced Board member Maria Nuez Hall. Hall then presented a check for a donation to Tech Prep RGV from the Allstate Foundation.	No action required	Not applicable
Action Item 1: Consider and Approve Board Minutes of September 28, 2004	The minutes of the September 28, 2004, meeting were approved on motion made by Moose Miller, seconded by Hector Quintanilla, and unanimously carried.	File minutes for record	Staff
Action Item 2: Consider and Approve Finance and Bylaws Committee Reports and Recommendations	Committee Chair Stephen M. Vassberg gave the Finance and Bylaws Committee report requesting approval of various reports and recommendations. Recommendations were as follow: <ul style="list-style-type: none"> • Recommend approval of contracts from Tech Prep and other accounts: • From Tech Prep—four S-Team contracts at \$1,600 per campus; from Local Funds, fund-raising contract (subject to contract negotiations) • Recommend that contracts for new projects be approved, including salary adjustments • FY05 reports, including new contracts and fund-raising report, should be approved. <p>Finance and Bylaws Committee reports and recommendations were approved on motion made by Joe Vasquez, seconded by Maria Hall, and carried.</p>	Work under approved budgets, issue approved contracts	Board, Committee and staff
Action Item 3:	Committee Chair Moose Miller presented the committee's report and	Implement plan	Committee, and

<p>Consider and Approve Marketing and Awards Committee Reports and Recommendations</p>	<p>recommendations. The report focused on Tech Prep Texas Scholars and a fund-raising idea of publishing a newspaper supplement that will both showcase Tech Prep RGV’s work and help raise funds for the organization. Recommendations were as follows:</p> <ul style="list-style-type: none"> • Recommend that we proceed with issuing applications for Tech Prep Texas Scholars and scholarships in early January, even though there will be an initial funding shortfall—plan is to address funding shortfall through fund-raising campaign. • Recommend that new Associate Board members be recruited to assist with fund-raising campaign. <p>Marketing and Awards Committee recommendations were approved on motion made by Sam Olivarez, seconded by Adrian A. Arriaga, and carried.</p>	<p>approved by Board.</p>	<p>staff</p>
<p>Action Item 4: Consider and Approve Nominations Committee Reports and Recommendations</p>	<p>Committee Chair Perry Vaughn presented Nominations Committee recommendations, which were as follows:</p> <p>That the following be named officers/Executive Committee members for 2004-05:</p> <ul style="list-style-type: none"> • Cesar Maldonado, President and Executive Committee Chair • Sam O. Olivarez, Vice President and Technology Initiatives Committee Chair • Stephen M. Vassberg, Treasurer and Finance and Bylaws Committee Chair • Linda Wade, Ph.D., Curriculum/Work-Based Learning Committee Chair • Joe Vasquez, Finance and Bylaws Committee Co-Chair • Dean LaFever and Moose Miller, Marketing and Awards Committee Chairs • Perry A. Vaughn, Nominations Committee Chair • Adrian A. Arriaga, Partnerships Committee Chair • Janice H. Mumford, Professional Development Committee Chair • Pat Hobbs, Universities and Colleges Committee Chair <p>The committee also recommended that Arnold Pedraza be added as an Associate member, and the committee supported the Marketing and Awards</p>	<p>Work with new Board leadership and Associate members, including those recruited by Marketing and Awards Committee members</p>	<p>Board, Committee, and Staff</p>

	<p>Committee's recommendations that additional Associate members be added to assist with the fund-raising campaign.</p> <p>Vaughn also reported that a recommendation on nominations from WorkFORCE Solutions will be brought at such time as those nominations have been received.</p> <p>The Nominations Committee's recommendations were approved on motion made by Perry Vaughn, seconded by Moose Miller, and carried.</p>		
Briefing Item 5: Review Minutes of Annual Meeting	Board Chair Cesar Maldonado requested that all Directors review the minutes of the Tech Prep RGV annual meeting, which is conducted jointly with the voting members and the Board.	File minutes for record	Staff
Briefing Item 6.A: Curriculum/ Work-Based Learning Committee Report	Dr. Linda Wade, Committee Chair, presented this committee's report.	Continue working	Committee and staff
Briefing Item 6.B Executive Committee Report	Executive Committee Chair Cesar Maldonado reported that an update of Tech Prep RGV's strategic plan will begin in January 2005.	Continue working	Committee and staff
Briefing Item 6.C: Finance and Bylaws Committee Report	Finance and Bylaws Committee reports had been included in Action Item 2. There were no further reports to give at this time.	Continue working	Committee and staff
Briefing Item 6.D: Marketing and Awards	Marketing and Awards Committee reports had been included in Action Item 3. There were no further reports to give at this time.	Continue working	Committee and staff

Committee Report			
Briefing Item 6.E: Nominations Committee Report	Nominations Committee reports had been included in Action Item 4. There were no further reports to give at this time.	Continue working	Committee and staff
Briefing Item 6.F: Partnerships Committee Report	Committee Chair Adrian A. Arriaga gave an overview of the Tech Prep RGV's current MOUs and partnerships.	Continue working	Committee and staff
Briefing Item 6.G: Professional Development Committee Report	Executive Director Pat Bubb presented Professional Development Committee reports in the absence of Committee Chair Janice H. Mumford.	Continue working	Committee, and staff
Briefing Item 6.H: Technology Initiatives Committee Report	Committee Chair Sam Olivarez presented the Technology Initiatives Committee report.	Continue working	Staff
Briefing Item 6.I: Universities and Colleges Committee Report	Committee Chair Pat Hobbs gave the Universities and Colleges Committee Report, including SACS issues involved with upward articulation.	Continue working	Board, Committee, and Staff
Briefing Item: Staff Reports	Executive Director Pat Bubb gave an overview of staff reports.	Continue working	Staff
Other Business	Board Chair Cesar Maldonado gave a presentation of information he had gathered in his work with the Texas Business and Education Coalition. The Board's next meeting will be on January 25, 2005, 12 noon in Edinburg or McAllen (exact location to be announced).	None required	Not applicable
Adjournment	There was no further business to come before the Board. The meeting was adjourned at approximately 1:00 p.m.	None required	Not applicable

Respectfully submitted,

Pat Bubb, Secretary of the Meeting