

TECH PREP OF THE RIO GRANDE VALLEY, INC.
MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS

12 noon Tuesday, November 29, 2005—International Technology, Education and Commerce Campus (ITECC) - Brownsville, TX

DIRECTORS PRESENT:

Adrian A. Arriaga, CCIM, CIPS	AAA Real Estate & Investments, Broker/Owner
Linda Fossen	UTB/TSC, Associate Vice President for Enrollment Planning
Marilyn D. Gilbert	Brownsville Public Utilities Board, Energy Risk Manager
Pat Hobbs	TSTC Harlingen, Vice President for Student Learning
Dean LaFever	Texas Gas Service, Director for Rio Grande Valley
Robert Leftwich	Lockheed Martin, Material Planning
Minnie Lucio	Cameron County Workforce Centers, Brownsville, Community Coordinator
Cesar Maldonado, P.E.	MGM Engineering Group, Managing Principal
Joey Trevino	Half Associates, Planning/Business Development
Stephen M. Vassberg	TSTC System, Associate Vice President, TSTC Corporate College
Perry A. Vaughn	Associated General Contractors-RGV, Executive Director
Linda Wade, Ph.D.	Harlingen CISD, Superintendent

DIRECTORS ABSENT:

John A. Edwards, Ph.D.	UTPA, Vice President for Enrollment and Student Services
Nicolas (Nick) Gonzalez	South Texas College, Director of Public School Relations
Daniel King, Ph.D.	Hidalgo ISD, Superintendent of Schools
Moose Miller	Moose Miller Enterprises, President/CEO
Janice H. Mumford	Community Volunteer
Sam O. Olivarez	Barrera's Supply Co., Inc., President
Mark Rainey, PHR	South Texas Health Systems (McAllen Medical Center, Edinburg Regional Medical Center, UHS Rehabilitation Pavilion), Assistant Administrator for Human Resources
Hollis V. Rutledge, Jr.	Hollis Rutledge and Associates, Inc., President and CEO
Joe Vasquez	Mid Valley Health Systems/Knapp Medical Center, Vice President of HR

ASSOCIATE MEMBERS PRESENT:

Charles Champion, Jr.	Brownsville ISD, Special Projects Officer
Shannon Milum	Los Fresnos CISD, Vice President, South Texas Association of Career and Technology Administrators and Supervisors

ASSOCIATE MEMBERS ABSENT:

Michael (Mike) Barrera, Ed.D.	McAllen ISD, Lead Director for Middle School Instruction and CATE
Sharon Cavazos, Ph.D.	ProSound, Inc.-MUZAK, President
Connie Guerra	Region One ESC, Director, Migrant, Bilingual and High School Programs
Roberto F. Loreda	PSJA ISD, Asst. Superintendent for Administrators and School Operations, and Mayor of San Juan
Jose G. Martin, Ph.D.	UTB/TSC, Provost and Vice President for Academic Affairs
Arnold Pedraza	Utility Engineering Specialists, Owner
Estella L. Trevino	Edinburg Housing Authority, Executive Director
Ron Tupper, M.S.	El Milagro Clinic, Chairman, Board of Directors
Rolando Vela	Time Warner Cable, Public Affairs Manager
Romeo Villarreal	Romeo Villarreal Rental Properties, Owner

EMRITUS 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:

Angie Coronado	UTB/TSC, Enrollment Planning, Administrative Assistant
John Feist	UTB/TSC, Assistant to the Associate Vice President for Enrollment Planning
Rene Garcia	TSTC Harlingen, Manager at ITECC
Mike Harder	TSTC Corporate College, President
Dave Ralph	TSTC, Communication Writer
Felipe Reyes	Region One ESC, CATE Education Specialist, Office of High School

STAFF PRESENT:

Pat Bubb	Tech Prep RGV, Executive Director
Yvette Garza	Tech Prep RGV, Administrative Assistant
Evelyn Gonzalez	Tech Prep RGV, 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. President and Board Chair, Cesar Maldonado, chaired the meeting.

Agenda Item	Key Points Discussed	Actions to Be Taken	Person Responsible and Timelines
Call to Order/ Welcome	<p>President and Board Chair Cesar Maldonado called the meeting to order.</p> <p>Board Member Adrian A. Arriaga led the invocation and pledge of allegiance.</p> <p>Board Chair Maldonado then called for self-introductions.</p>	No action required	Not applicable
Board Bytes	<p>Executive Director Pat Bubb introduced Rene Garcia, Manager for TSTC at the ITECC.</p> <p>Garcia reported on the partnership between TSTC and UTB to help promote technology programs such as Digital Imaging and Network Information. As of July 2004, enrollment has grown from nineteen to sixty-five students. The ITECC provides the room and facilities needed for these programs.</p> <p>John Feist then added to Garcia's report, stating that this partnership has served the students well and the campus facilities facilitate the effort.</p>	No action required	Not applicable
Action Item 1: Consider/Approve Board Minutes of September 27, 2005	The minutes of the Board meeting of September 27, 2005, were approved on motion made by Adrian A. Arriaga, seconded by Pat Hobbs, and unanimously carried.	File minutes for record	Staff
Action Item 2: Consider/Approve Finance and Bylaws Committee Reports and Recommendations	<p>Finance and Bylaws Committee Chair Stephen M. Vassberg presented the committee's reports and recommendations, which were as follows:</p> <ul style="list-style-type: none"> ● FY06 budget \$1,709,815 ● Recommend approval of FY06 financial reports and fund-raising report ● Recommend approval of agreements with TSTC Harlingen: <ul style="list-style-type: none"> – MOU for College for Texans Campaign – Contract in amount of \$151,356 for Advanced Manufacturing statewide project <p>Thereafter, on motion made by Stephen M. Vassberg, seconded by Pat Hobbs, and unanimously carried, the Finance & Bylaws Committee's reports and recommendations were approved.</p>	Work under approved budgets and enter into agreements as appropriate to implement approved plans.	Board, Committee and staff

Action Item 3: Consider/Approve Nominations Committee Reports and Recommendations	Committee Chair Perry Vaughn reported on the Nominations Committee's recommendations as follow: <ul style="list-style-type: none"> ● Recommend ratification of addition of Rolando Vela, Public Affairs Manager, Time Warner Cable, as an Associate ● Recommend election of officers and committee memberships as proposed by committee (see attachment) ● Still pending 4 Board appointments (Cameron Works appointees) Thereafter, on motion made by Perry Vaughn, seconded by Adrian A. Arriaga, and unanimously carried, the Nominations Committee's report and recommendation were approved.	Continue working	Committee and staff
Briefing Items: 4. Review Minutes of Annual Meeting Held October 25, 2005	Board Chair Cesar Maldonado gave a brief overview of Annual Meeting Minutes and meeting. Maldonado gave status of Strategic Plan, and Executive Director Pat Bubb gave an overview of Board Membership.	Continue working	Committee and staff
5.A Committee Reports, Curriculum/Work- Based Learning	Curriculum/Work-Based Learning Committee Chair Dr. Linda Wade reported on the committee's activities.	Continue working	Board, Committee, and staff
5.B Committee Reports, Executive	Committee Chair Maldonado reported for the Executive Committee. The next committee meeting will take place January 5, 2006, to work toward finalizing the Tech Prep strategic plan.	Continue working	Committee and staff
5.C Committee Reports, Finance and Bylaws	There was no additional report.	Continue working	Committee and staff
5.D Committee Reports, Marketing and Awards	Marketing and Awards Committee Chair Dean LaFever gave the committee's report. Tech Prep magazine will be printed on December 18, 2005, and will be delivered throughout the Valley with the help of Region One ESC and Texas Gas Service.	Continue working	Committee, and staff
5.E Committee Reports, Nominations	Committee Chair Perry Vaughn added to previous report that all new Board Members please contact committee or Executive Director Pat Bubb to be added or removed to the different committees pertaining to the Tech Prep Board.	Continue working	Staff

5.F Committee Reports, Partnerships	Committee Chair Adrian A. Arriaga gave committee's report. Arriaga gave an overview of the MOUs held and reported about the LMI report. Arriaga reported that there is more than one report or study in the area and that the committee is working to have only one report.	Continue working	Board, Committee, and Staff
5.G Committee Reports, Professional Development	Executive Director Pat Bubb reported for the committee in the absence of Committee Chair Janice H. Mumford. Bubb reported that the Teacher of the Year award recipients have been named and will be announced at the Tech Prep Conference on November 30, 2005. Bubb also reported that the Counselor of the Year nomination forms will be released at that time. Bubb gave a brief overview of the Counselors' Network and invited those interested to join. The next Counselors' Institute is scheduled for February 2-3, 2006.	Continue working	Staff
5.H Committee Reports, Technology Initiatives	Executive Director Pat Bubb reported for the Committee in the absence of Committee Chair Sam O. Olivarez. Bubb reported that the Manufacturing Technologies Laboratory has been sold and Tech Prep is now working on an Advanced Manufacturing project with TSTC. Another project which is pending is the National Science Foundation. Both programs fit right into what Tech Prep does. Another project is the web-based initiatives, which continue.	Continue working	Committee, and staff
5.I Committee Reports, Universities and Colleges	Committee Chair Pat Hobbs gave the Committee's report. Hobbs reported that CATEMA continues to grow, and the RGV Two-Step Project at UTB/TSC is working well with an enrollment of 206. Hobbs also reported that Executive Director Pat Bubb is working with STC on getting them back involved with Tech Prep. The College for Texans/Go Campaign initiatives are moving forward. A joint meeting was held November 21 and the next meeting will be held February 16, 2006, at Best Western Palm Aire, Weslaco.	Continue working	Committee, and staff
6. Staff Reports	Executive Director Pat Bubb referred to staff reports in packet for review. Bubb presented the video provided by state leadership at Texas Higher Education Coordinating Board featuring Terry Bradshaw on <i>Winner's Circle</i> .	None required	Not applicable
OTHER BUSINESS; ADJOURN	President and Board Chair Cesar Maldonado asked if there were any new business, and 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,

Yvette Garza, Secretary of the Meeting